

**ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING AGENT  
2100 CLARENDON BOULEVARD, SUITE 500  
ARLINGTON, VIRGINIA 22201**

**NOTICE OF AMENDMENT OF CONTRACT COVERPAGE**

TO: LT Services, Inc.

2518 Hartland Road, Suite 300

Falls Church, VA 22043

DATE ISSUED: December 1, 2020

CONTRACT NO: 21-DES-ITBLW-373

CONTRACT TITLE: Custodial Services

AMENDMENT NO: 1

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**THIS IS A NOTICE OF CONTRACT AMENDMENT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE  
VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.**

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The above referenced contract is modified as described in the attached Amendment 1.

**EFFECTIVE DATE:** March 1, 2021

**EXPIRES:** December 31, 2021

**RENEWALS:** Four (4) Renewals remaining

**ATTACHMENTS:**

- 1. AMENDMENT 1 TO ARLINGTON COUNTY AGREEMENT NO. 21-DES-ITBLW-373**

**EMPLOYEES NOT TO BENEFIT:**

**NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO  
THE GENERAL PUBLIC.**

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**VENDOR CONTACT:** Michael Nguyen

**TEL. NO.:** (703) 698-8838

**EMAIL:** [MICHAELN.LTS@GMAIL.COM](mailto:MICHAELN.LTS@GMAIL.COM)

**COUNTY CONTACT:** JAMES MENDITTO DES,  
Custodial Services

**TEL. NO.:** (703) 228-4451

**E-MAIL:** [JMENDI@ARLINGTONVA.US](mailto:JMENDI@ARLINGTONVA.US)

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**ARLINGTON COUNTY, VIRGINIA  
AGREEMENT NO. 21-DES-ITBLW-373  
AMENDMENT NUMBER 1**

This Amendment No. 1 ("Amendment") is made on March 1, 2021 by the County and amends Agreement Number 21-DES-ITBLW-373 dated December 1, 2020 ("Main Agreement") and made between LT Services, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

The County and the Contractor agree to amend the Scope of Work and Exhibit D-Contractor's Pricing called for under the Main Agreement by hereby adding locations and reducing custodial services for Court House and Cultural Affairs Building.

- 1. Scope Exhibit A, Scope of Services, 21. OPTION B - TRADES CENTER is hereby changed to add a Day Porter. The Day Porter will provide Pandemic (COVID) Cleaning Guideline services, to include but is not limited to, cleaning of high touch surfaces multiple times per day, cleaning restroom facilities multiple times per day, and refilling hand sanitizer stations when necessary.**

The Trades Center is comprised of 16 County facilities located in the South side of Arlington. For the minimum required hours listed below, the Contractor shall provide the following employees in addition to the assigned custodians.

	Monday	Tuesday	Wednesday	Thursday	Friday
Project Manager = 40 hrs./wk.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.
Day Porter = 40 hrs./wk.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.

The monthly cost for the addition of a Day Porter is \$5,630.00.

- 2. Exhibit A, Scope of Services, 21. OPTION B - TRADES CENTER is hereby changed to add reduced services as outlined below:**

**Reduced Services - Hours of Operations:** For the minimum required hours listed below, all buildings shall be serviced Monday through Friday unless specified below.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
The Cultural Affairs Building 2 Custodians @ 4hrs	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.		

- 3. Exhibit A, Scope of Services 22. OPTION C - ARLINGTON COUNTY OFFICE BUILDINGS** is hereby changed to add an additional location and the hours of operation are hereby deleted and replaced with the Hours of Operations listed below. The Arlington County Office Buildings is comprised of the two (2) Office Buildings, six (6) Parks and Recreation Centers, three (3) Libraries, one (1) Outreach Center, Arlington Bus Transit Facility, George Washington Baseball Club House, nine (9) Fire Stations, Woodmont, Independent Living Facility, Day Care Center, Carlyn Hall, **Fire Training Academy, Fire Department Headquarters, and three (3) COVID Testing Centers.** For the minimum required hours listed below, the Contractor shall provide a PM in addition to the assigned custodians.

**Hours of Operations:** For the minimum required hours listed below, all buildings shall be serviced

Monday through Friday unless specified below.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Arlington Mill ( <b>Entire Building</b> ): Day Porter	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.
Night Cleaning <b>4 Custodians @ 4hrs</b>	16 hrs.	16 hrs.	16 hrs.	16 hrs.	16 hrs.	16 hrs.	16 hrs.
Walter Reed: Day Porter	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.		
Night Porter <b>3 Custodians @ 4hrs</b>	12 hrs.	12 hrs.	12 hrs.	12 hrs.	12 hrs.	6 hrs.	6 hrs.
Court Square West	16 hrs.	16 hrs.	16 hrs.	16 hrs.	16 hrs.		
Central Library: Day Porter						8 hrs.	8 hrs.
Night Porter <b>4 Custodians @ 4hrs</b>	16 hrs.	16 hrs.	16 hrs.	16 hrs.	16 hrs.		16 hrs.
Madison Center – Night 2 custodians @ 4 hrs	8 hrs.	8 hrs.	8 hrs.	8 hrs.			8 hrs.
Westover Library – Night 2 custodians @ 4 hrs	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.	
Columbia Pike Library – Night – 9pm – 2am -2 Restrooms in hallway	5 hrs.	5 hrs.	5 hrs.	5 hrs.	5 hrs.	5 hrs.	5 hrs.
CF Smith – Night Porter	4 hrs.			4 hrs.	4 hrs.	4 hrs.	4 hrs.
Harvey Hall – Night Porter	3 hrs.	3 hrs.	3 hrs.	3 hrs.	3 hrs.		
Thomas Building (2020)	6 hrs.	6 hrs.	6 hrs.	6 hrs.	6 hrs.	2.5 hrs.	2.5 hrs.
Day Care 2920 – Night <b>2 Custodians @ 5hrs</b>	10 hrs.	10 hrs.	10 hrs.	10 hrs.	10 hrs.		
Art Bus Transit Facility	2 hrs.	2 hrs.	2 hrs.	2 hrs.	2 hrs.		
Carlyn Hall – Night	2 hrs.	2 hrs.	2 hrs.	2 hrs.	2 hrs.		3 hrs.
GW Baseball Club House	4 hrs.						
Fairlington Recreation Center						4 hrs.	
Dawson Terrace	2 hrs.	2 hrs.	2 hrs.	2 hrs.	2 hrs.		
Woodmont	6 hrs.	6 hrs.	6 hrs.	6 hrs.	6 hrs.		
Independence House	4 hrs.		4 hrs.		4 hrs.		
Lubber Run Recreation 1 custodian 5pm-9pm M-F. 3 custodians 11pm-3am M-Su. 1-day porter 10am-6:30 Sat. 1-day porter 10am-5pm Sun	4 hrs. 12 hrs.	4 hrs. 12 hrs.	4 hrs. 12 hrs.	4 hrs. 12 hrs.	4 hrs. 12 hrs.	12 hrs. 8 hrs.	12 hrs. 7 hrs.
<b>Fire Stations 1, 2, 3, 4, 5, 6, 8, 9, 10, Fire Training Academy and Fire Department Headquarters to be cleaned one (1) time per year.</b>							
Arlington Mill Testing Center	2 hrs.	2 hrs.	2 hrs.	2 hrs.	2 hrs.	2 hrs. on 1 <sup>st</sup> Sat. of every Month	

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Arlington Mill Day Care Facilities (3 <sup>rd</sup> floor, and rooms on 4 <sup>th</sup> and 5 <sup>th</sup> )	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.		
Walter Reed Testing Center	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.		
Quincy Testing Center	8 hrs.	8 hrs.	8 hrs.	8 hrs.	8 hrs.		

4. **Exhibit A, Scope of Services Locations** is hereby deleted and replaced with:

**LOCATIONS:** Due to the current Pandemic, all locations listed below may not be open to the Public. Custodial Services staff or designee will notify the Contractor at least fourteen (14) days prior to the reopen of any facilities listed below.

**1. JUSTICE CENTER**

	LOCATION	SIZE IN SQ. FT.
Arlington County Detention	1435 N Court House Rd Arlington, VA 22201	325,115
Arlington County Court/ Police	1425 N Court House Rd Arlington, VA 22201	325,000

**2. TRADES CENTER**

	LOCATION	SIZE IN SQ. FT.
Equipment Bureau	2701 S Taylor St, Arlington, VA 22201	38,200
Solid Waste	4300 S Taylor St, Arlington, VA 22201	20,833
Water Sewer Streets Administration/ Water Control	4300 S.29th St, Arlington, VA 22201	32,060
The Cultural Affairs Building	3700 S Nelson St, Arlington, VA 22201	26,234
Barcroft:	4200 S Four Mile Run Arlington, VA 22201	30,000
Shirlington Bus	2975 South Quincy St, Arlington, VA 22201	1,456
Shirlington Library:	2700 S Arlington Mill Dr, Arlington, VA 22201	35,450
Trades Center Day Porter: Garage, Network Operations Center, Impound Lot, Trades Center Support		N/A
Parks Operations	2700 S. Taylor St, Arlington, VA 22201	34,479
Barcroft Garage		N/A
Trailer Trades Center Parking Lot		1,600

Water Sewer Streets		
Pentagon City Tunnel		6,000
Courthouse Tunnel		8,000

3. **ARLINGTON COUNTY OFFICE BUILDINGS**, to include but not limited to Fire Stations, Libraries, Parks & Recreation.

	LOCATION	SIZE IN SQ. FT.
Arlington Mill, <b>to include the Day Care and Testing Center</b>	909 S. Dinwiddie St, Arlington, VA 22201	135,875
Court Square West	1400 N. Uhle St, Arlington, VA 22201	46,286
Central Library	1015 N. Quincy St, Arlington, VA 22201	91,322
Madison Center	3829 N. Stafford St, Arlington, VA 22201	34,250
Westover Library	1644 McKinley Rd, Arlington, VA 22201	16,689
Columbia Pike Library	816 South Walter Reed Dr. Arlington, VA 22201	10,000
Walter Reed Recreation Center, <b>to include the Testing Center</b>	2909 16th St, Arlington, VA 22201	24,293
Lubber Run Recreation Center	300 N Park Dr. Arlington, VA 22201	53,348
FT. CF Smith	2411 24th N. St, Arlington, VA 22201	2,900
Harvey Hall	850 S. Greenbrier St, Arlington, VA 22201	6,000
Dawson Terrace	2133 N Taft St. Arlington, VA 22201	2,900
2020 2020a	14th St, Arlington, VA 22201	38,093 (7,618/floor)
Fire Station 1	500 S. Glebe Rd, Arlington, VA 22201	13,500
Fire Station 2	4805 Wilson Blvd., Arlington, VA 22201	11,900
Fire Station 3	4100 Old Dominion Dr, Arlington, VA 22201	14,474
Fire Station 4	3141 10 <sup>th</sup> St, Arlington, VA 22201	20,385
Fire Station 5	1750 S. Hays St, Arlington, VA 22201	11,957
Fire Station 6	6950 Little Falls Rd, Arlington, VA 22201	18,236
Fire Station 8	4845 Lee Highway, Arlington, VA 22201	8,160

	LOCATION	SIZE IN SQ. FT.
Fire Station 9	1900 S. Walter Reed Dr, Arlington, VA 22201	14,118
Fire Station 10	1559 Wilson Blvd, Arlington, VA 22201	5,000
Day Care Center	2920 Glebe Rd, Arlington, VA 22201	15,320
Art Bus Transit Facility	2910 South Eads St., Arlington Va.22204	6,500
Carlyn Hall	5711 4 <sup>th</sup> St, Arlington, VA 22201	2,816
George Washington Baseball Club House	4240 South Four Mile Run Arlington Va.22204	5,000
Fairlington Recreation Center	3308 S. Stafford St, Arlington, VA 22201	36,688
Woodmont	2422 N. Filmore St, Arlington, VA 22201	44,496
Independence House	1723 Fairfax Drive Arlington Va. 22209	16,586
Fire Training Academy	2800 South Taylor Street Arlington Va 22206	13,000
Fire Department Headquarter	1020 N Hudson Street Arlington Va. 22201	10,000
Quincy St. Testing Center	1425 N Quincy Street Arlington Va 22201	25,000

#### 4. WATER POLLUTION CONTROL BUREAU (WPCB); LONG BRIDGE AQUADIC CENTER

	LOCATION	SIZE IN SQ. FT.
Operation Building	3402 South Glebe Rd. Arlington Va.	27,530
Maintenance Building	3111 South Fern Street Arlington Va.	43,686
Wet Weather Filtration Facility	3324 South Glebe Road Arlington Va.	14,800
Dewatering Building	3208 South Edes Street Arlington Va.	41,000
Primary Treatment Building	3139 South Fern Street Arlington Va.	18,996
Post Aeration Facility	3304 South Glebe Road Arlington Va.	6,800
Blower Building	3404 South Glebe Road Arlington Va.	5,000
Trailer 5	3111 South Fern Street Arlington Va.	1,600

Eads Street Warehouse	2900 Eads St, Arlington, VA	24,229
Long Bridge Aquatic Center	333 Long Bridge Drive Arlington, VA	44,471

5. The Exhibit D – Contractor Pricing is hereby deleted in its entirety and replaced with the attached **Revised Exhibit D – Contractor Pricing**. Pricing from **March 1, 2021 to December 31, 2021** shall be in accordance with **Revised Exhibit D – Contractor Pricing**. The Contract amount is hereby changed from \$2,786,962.70 to \$3,115,185.10, an increase of \$328,222.40.

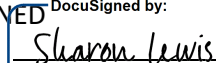
All other terms and conditions of the Main Agreement remain in effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON  
COUNTY, VIRGINIA

SIGNED DocuSigned by:

BY:

  
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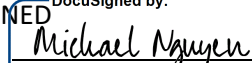
PRINT NAME: SHARON T. LEWIS  
AND TITLE: PURCHASING AGENT

DATE: 2/24/2021

L. T. SERVICES, INC.

SIGNED DocuSigned by:

BY:

  
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PRINT NAME: Michael Nguyen  
AND TITLE: CEO

DATE: 2/24/2021

**REVISED EXHIBIT D  
CONTRACTOR'S PRICING**

FOR PROVIDING CUSTODIAL SERVICES PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION

Bidders shall provide an annual price for services specified in the Scope of Work.

Option A Justice Center – Full Service	<u>\$ 499,128.84</u>
Option A Justice Center – Reduced Services	<u>\$ 401,675.88</u>
Option B Trades Center – Full Service	<u>\$ 706,406.64</u>
<b>Option B Trades Center – Reduced Services</b>	<b><u>\$ 46,761.60</u></b>
Option C Arlington County Office Buildings	<u>\$1,270,340.57</u>
Option D Water Pollution Control Bureau	<u>\$ 239,890.92</u>

**Grand Total of all Locations (Options A – D) \$3,164,204.45**

**For informational purpose, provide the hourly rate of the following personnel for:**

**Option A**

Project Manager	<u>\$20.00</u>
Ground Porter	<u>\$15.00</u>

**Option B:**

Project Manager	<u>\$20.00</u>
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**Option C:**

Project Manager	<u>\$20.00</u>
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**Option D:**

None Required

**Hourly Rate for Additional Work and Special Cleanings:**

Custodian hourly rate	<u>\$30.00</u>
Project Manager hourly rate	<u>\$35.00</u>

**Hourly Rate for COVID/PANDEMIC Cleaning:**

Custodian hourly rate	<u>\$35.00</u>
Project Manager hourly rate	<u>\$45.00</u>
Electrostatic Machine hourly rate	<u>\$75.00</u>
PPE Rate Per Individual	<u>\$25.00</u>
Supply Cost Per Event	<u>\$58.37</u>



1. **OPTION A - JUSTICE CENTER** – the unit price per month is all inclusive of all work, personnel, equipment, materials, FOB Destination, overhead and profit and all charges that may be incurred.

**Full-Service Price:**

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Arlington County Detention	\$3,975.13	12	325,115	\$47,701.56
Arlington County Court/ Police	\$37,618.94	12	325,000	\$451,427.28
<b>Total for Option A – Full Service</b>				<b>\$499,128.84</b>

**Reduced Service Price:**

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Arlington County Detention	\$3,975.13	12	325,115	\$47,701.56
Arlington County Court/ Police	\$29,497.86	12	325,000	\$353,974.32
<b>Total for Option A – Reduced Service</b>				<b>\$401,675.88</b>

2. **OPTION B - TRADES CENTER** - the unit price per month is all inclusive of all work, personnel, equipment, materials, FOB Destination, overhead and profit and all charges that may be incurred.

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Equipment Bureau	\$4,416.28	12	38,200	\$52,995.36
Solid Waste	\$3,821.30	12	20,833	\$45,855.60
Water Sewer Streets Administration/ Water Control	\$7,034.58	12	32,060	\$84,414.96
The Cultural Affairs Building	\$6,896.80	12	26,234	\$82,761.60
Barcroft:	\$10,869.44	12	30,000	\$130,433.28
Shirlington Bus	\$1,152.21	12	1,456	\$13,826.52
Shirlington Library:	\$7,448.15	12	35,450	\$89,377.80
Trades Center Day Porter: Garage Network Operations Center Impound Lot Trades Center Support	\$1,842.35	12	N/A	\$22,108.20
Parks Operations	\$5,617.92	12	34,479	\$67,415.04
Barcroft Garage	\$722.98	12	N/A	\$8,675.76
Trailer Trades Center Parking Lot				
Water Sewer Streets	\$646.77	12	1,600	\$7,761.24
Pentagon City Pedestrian Tunnel	\$1,628.15	12	6,000	\$19,537.80
Courthouse Pedestrian Tunnel	\$1,140.29	12	8,000	\$13,683.48
Day Porter Services -COVID Cleaning	\$5,630.00	12	N/A	\$67,560.00
<b>Total for Option B – Full Service</b>				<b>\$706,406.64</b>

**Reduced Service Price:**

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
The Cultural Affairs Building	\$3,896.80	12	325,115	\$46,761.60
<b>Total for Option B – Reduced Services</b>				<b>\$46,761.60</b>

3. **OPTION C - ARLINGTON COUNTY OFFICE BUILDINGS** - the unit price per month is all inclusive of all work, personnel, equipment, materials, FOB Destination, overhead and profit and all charges that may be incurred.

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Arlington Mill ( <b>Entire Building</b> )	\$14,773.78	12	135,875	\$177,285.36
Court Square West	\$6,814.06	12	46,286	\$81,768.72
Central Library	\$9,750.04	12	91,322	\$117,000.48
Madison Center	\$3,641.84	12	34,250	\$43,702.08
Westover Library	\$4,089.07	12	16,689	\$49,068.84
Columbia Pike Library	\$3,040.44	12	10,000	\$36,485.28
Walter Reed Recreation Center	\$9,359.09	12	24,293	\$112,309.08
FT. CF Smith	\$1,809.00	12	2,900	\$21,708.00
Dawson Terrace	\$1,045.25	12	2,900	\$12,543.00
Lubber Run Recreation Center	\$10,337.42	12	53,348	\$124,049.04
Harvey Hall	\$1,457.32	12	6,000	\$17,487.84
Thomas Building (2020)	\$3,562.78	12	38,093 (7,618/fi)	\$42,753.36
Fire Station 1	\$2,936.13	1	13,500	\$2,936.13
Fire Station 2	\$2,020.98	1	11,900	\$2,020.98
Fire Station 3	\$2,020.98	1	14,474	\$2,020.98
Fire Station 4	\$2,629.21	1	20,385	\$2,629.21
Fire Station 5	\$2,629.21	1	11,957	\$2,629.21
Fire Station 6	\$2,629.21	1	18,236	\$2,629.21
Fire Station 8	\$2,629.21	1	8,160	\$2,629.21
Fire Station 9	\$2,020.98	1	14,118	\$2,020.98
Fire Station 10	\$2,020.98	1	5,000	\$2,020.98
Day Care Center (2920)	\$4,221.21	12	15,320	\$50,654.52
Art Bus Transit Facility	\$1,080.31	12	6,500	\$12,963.72
Carlyn Hall	\$1,280.82	12	2,816	\$15,369.84
George Washington Baseball Club House	\$617.15	12	5,000	\$7,405.80
Fairlington Recreation Center (Saturday Only)	\$925.78	12	36,688	\$11,109.36
Woodmont	\$2,977.89	12	44,496	\$35,734.68
Independence House	\$1,360.39	12	16,586	\$16,324.68
<b>Arlington Mill Testing Center</b>	<b>\$2,500.00</b>	<b>12</b>	<b>2500</b>	<b>\$30,000</b>

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Arlington Mill Day Care (3 <sup>rd</sup> fl & rooms on 4 <sup>th</sup> and 5 <sup>th</sup> fl)	\$5,930.00	12	50,000	\$71,160.00
Walter Reed Testing Center	\$5,730.00	12	15,000	\$68,760.00
Fire Training Academy	\$3,560.00	1	13,000	\$3,560.00
Fire Department Headquarters	\$3,560.00	1	10,000	\$3,560.00
Quincy St. Testing Center	\$7,170.00	12	25,000	\$86,040.00
<b>Total for Option C</b>				<b>\$1,270,340.57</b>

4. **OPTION D - WATER POLLUTION CONTROL BUREAU (WPCB)** - the unit price per month is all inclusive of all work, personnel, equipment, materials, FOB Destination, overhead and profit and all charges that may be incurred.

	PRICE/ MONTH	QTY	EST. SQ. FT.	TOTAL ANNUAL PRICE
Operation Building	\$2,346.86	12	27,530	\$28,162.32
Maintenance Building	\$2,801.18	12	43,686	\$33,614.16
Wet Weather Filtration Facility	\$831.45	12	14,800	\$9,977.40
Dewatering Building	\$983.85	12	41,000	\$11,806.20
Primary Treatment Building	\$495.52	12	18,996	\$5,946.24
Post Aeration Facility	\$424.58	12	6,800	\$5,094.96
Blower Building	\$414.12	12	5,000	\$4,969.44
Trailer 5	\$394.33	12	1,600	\$4,731.96
Eads Street Warehouse	\$345.78	12	24,229	\$4,149.36
Long Bridge Aquatics Center	\$10,953.24	12	44,471	\$131,438.88
<b>Total for Option D</b>				<b>\$239,890.92</b>