



MEMORANDUM

To: Scott Niehaus, Village Manager

Through: Carl Goldsmith, Director of Public Works *g*

From: Tom Ellis, Operations Superintendent, Public Works *RE*

Date: December 13, 2023

Subject: Contract Cleaning 2024; Village Hall and Public Works

In November 2021, The Village of Lombard requested proposals for FY2022 cleaning services from three local contractors for contract cleaning services at the Village Hall and Public Works administration building. The lowest responsible proposal was received from Advanced Cleaning Systems, Inc. East Dundee, IL. This contractor is the current provider of cleaning services for the village.

Staff is recommending exercising a one-year contract extension under the current contract conditions. This would be the Third and final extension of this contract under the current conditions. If approved, the contract will be in effect from January 1, 2024 to December 31, 2024

The FY24 budget includes \$31,000.00/year for this service through accounts 101.270.113.75610(\$8,700), 101.120.113.75610 (\$22,300).

Staff recommends approving the Contract Cleaning Service Contract with Advanced Cleaning Systems, Inc. for an amount not to exceed \$31,000.