LEGISTAR: 230410 DISTRICT: 6

VILLAGE OF LOMBARD REQUEST FOR BOARD OF TRUSTEES ACTION

For Inclusion on Board Agenda Bids and Proposals

то :	President and Village Board of Trustees				
FROM:	Scott Niehaus, Village Manager				
DATE :	December 13, 2023 Agenda Date: December 21.2023				
TITLE :	Cleaning Services, Public Works, Village Hall				
SUBMITTED BY:	Tom Ellis, Opera	ations Super	intendent, Pul	olic Works	12
<u>RESULTS</u> : Date Bids Were Pu Total Number of B	8	Bidding	Closed N/A		
Total Number of B			1		
Bid Security Requi		recifications	Yes	Х	No
Performance Bond		-	Yes	X	No
Were Any Bids Wi	-	Yes _	X	No	
Explanation:	CITCHECTVIL	-		- /	
Waiver of Bids Rec	mested?	Х	es	No	
If yes, explain:					
See attached memo					
Award Recommen		X N	/pc	No	
Responsible Bidder					
If no, explain: See a					
FISCAL IMPACT:					
Amount of Award		20.113.75610	, \$8,652.00- 10	1.270.113.7	<u>75610</u>
BACKGROUND/I	RECOMMENDAT	ΓΙΟΝ:			
See attached memo) .				
Has Recommended	d Bidder Worked f	for Village P	reviously	X Yes	_No
If yes, was quality			•	X Yes	No
Was item bid in acc			295?	Yes X	_No
Waiver of bids - Pu				X_Yes	
<u>REVIEW</u> (as neede	A.T				
Village Attorney X					
Finance Director X				te	
Village Manager X	X		Dat	te	_

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.



MEMORANDUM

To:

Scott Niehaus, Village Manager

Through:

Carl Goldsmith, Director of Public Works

From:

Tom Ellis, Operations Superintendent, Public Works R

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.