LEGISTAR: 220388 DISTRICT: 6

## VILLAGE OF LOMBARD REQUEST FOR BOARD OF TRUSTEES ACTION

For Inclusion on Board Agenda Bids and Proposals

TO :	President and Villa	age Board of	Trustees		
FROM :	Scott Niehaus, Vill	age Manager			
DATE :	December 7, 2022	Age	nda Date: De	cember	15, 202
TITLE :	Cleaning Services,	Public Work	s, Village Ha	11	
SUBMITTED BY:	Tom Ellis, Operati	ons Superinte	endent, Publi	c Works	sh
RESULTS:		2111	1.27//4		
	blished N/A	_Bidding Cl	osed N/A		
Total Number of B		• • • • •	4		
	idders Meeting Spec	cifications	1	3/	N.T
Bid Security Requir			Yes	X	_No
Performance Bond	-		Yes	X	_No
Were Any Bids Wi	tnarawn	-	Yes	X	_No
Explanation:	. 10			2.7	
Waiver of Bids Req	[uested?	X Yes	-	No	
If yes, explain:					
See attached memo		2/			
	ded to Lowest	X Yes		No	
Responsible Bidder					
If no, explain: See a					
FISCAL IMPACT:		110 25(10 00	2 400 00 101	070 110	75/10
Amount of Award	, \$21,600.00- 101.120	.113./5610, \$8	3,400.00- 101	2/0.113.	/5610
DA OKODOKNIDA		ONT.			
	RECOMMENDATI	ON:			
See attached memo	),				
II Danaman dan	d Diddon Monleyd for	v Villa in Duar	riorrales V	Van	NI
Has Recommended Bidder Worked for Village Previously If yes, was quality of work acceptable			•	_Yes _ Yes	_No
	or work acceptable cordance with Publi	- A -4 0E 100E			
				_Yes >	110
vvalver of blds - Pu	ıblic Act 85-1295 do	es not apply		_Yes	
REVIEW (as neede	d):				
	u). X		Data		
	^ X				
	^ X				
village ivialiager A	^		Date		

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

Date: December 7, 2022

Subject: Contract Cleaning 2023; Village Hall and Public Works

In November 2020, The Village of Lombard requested proposals for FY2021 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 second extension of this contract. If approved, the contract will be in effect from January 1, 2023 to December 31, 2023

The FY23 budget includes \$30,000.00/year for this service through accounts 101.270.113.75610(\$8,400), 101.120.113.75610 (\$21,600).

Staff recommends approving the Contract Cleaning Service Contract with Advanced Cleaning Systems, Inc. for an amount not to exceed \$30,000.

## VILLAGE OF LOMBARD

255 E. Wilson Ave. Lombard, Illinois 60148-3926 (630) 620-5700 Fax (630) 620-8222 www.villageoflombard.org

December 6, 2022

Mr. Kenneth Bauer Advanced Cleaning Systems, Inc 558 Plate Dr. Suite 5 East Dundee, Illinois, 60118

RE: Cleaning Service Contract Extension

Dear Mr. Brauer:

The Village of Lombard's current Cleaning Service Contract expires December 31, 2022. We have valued the commitment and excellent service Advanced Cleaning Services has provided the village this past year. The Village would prefer to exercise the option of extending the current Cleaning Contract, effective from January 1, 2023 at 12:01 a.m. until 12:00 midnight, December 31, 2023 under the same terms, conditions, and unit pricing as specified in your optional second year bid proposal.

Should you agree with this request, please sign and seal your acceptance of the above conditions and contract and return two (2) original documents for our records.

Accepted this 6th day of Occasion, 2022
Individual or Partnership Corporation

By Position/Title

Position/Title

Advanced Cleaning Systems, Inc.

Sincerely,

Tom Ellis

Operations Superintendent