



MEMORANDUM

To: Scott Niehaus, Village Manager

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

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

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.
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(630) 620-5700 Fax (630) 620-8222
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December 6, 2022

Mr. Kenneth Brauer
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 December, 2022
Individual or Partnership Corporation .

By  Position/Title President

By _____ Position/Title _____

Advanced Cleaning Systems, Inc

Sincerely,



Tom Ellis
Operations Superintendent