

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: April 23, 2024

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: John D. Schaefer, Director of Public Works

Topic: Contract Renewal – Custodial Services

PURPOSE

Renew the contract for custodial services for the 2024-2025 fiscal year.

PROCESS

The Village of Homewood utilizes an outside agency that provide weekly cleaning and janitorial services for the Village Hall, Science Center, Landscape & Maintenance Building, Auditorium Restrooms, Public Works Facility, Police Station and Public Works Facility. Public Works let out for contractual custodial services in March of 2022. The Board awarded the contract to EcoClean Maintenance, Inc. of Elmhurst, IL at a cost of \$51,480 per year. The contract allows for three one-year extensions if both parties are in agreement. This would be the second renewal contract, with one final renewal available in May 2025.

OUTCOME

EcoClean has provided the Village with quality service throughout the contract. Staff contacted EcoClean Maintenance and they are willing to renew the contract. Prices for the renewal contract will remain the same in an amount not to exceed \$51,480.

FINANCIAL IMPACT

- **Funding Source:** General Fund
- **Budgeted Amount:** \$55,000
- **Cost:** \$51,480

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Approve a renewal contract with EcoClean Maintenance of Elmhurst, IL for custodial services in an amount not to exceed \$51,480.

ATTACHMENT(S)

Renewal Agreement Letter from EcoClean Maintenance