

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: April 22, 2025

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Joshua Burman, Director of Public Works

Topic: Bid Award – Custodial Services

PURPOSE

Staff requests that the Village Board award a bid for custodial services at Village facilities to Multisystem Management Company of Chicago, IL, the lowest responsible bidder.

PROCESS

The Village of Homewood uses a third party contractor to provide janitorial services for municipal-owned facilities. Those facilities include Village Hall, Public Works, the Police Department, the Landscape Maintenance Building, and the Auditorium restrooms. To secure services for the current contract expiring on April 30, 2025, bid specifications were advertised from March 1 to April 3, 2025.

A mandatory pre-bid meeting was held on March 13 to provide bidders with an opportunity to walk through all of the facilities and ask questions they may have. Four potential bidders attended the mandatory meeting and all of them submitted bids by the April 3 deadline. The bid results are summarized in the table below.

Vendor	Option 1	Option 2	Option 3
	Maintenance M+W+F	Maintenance M+W+F <i>Plus</i> addl. (1) day for VH and PD November - March	Maintenance M+W+F <i>Plus</i> addl. (2) days for VH and PD November - March
Eco Clean Maintenance, Inc., Elmhurst, IL	\$45,240	\$50,544	\$52,104
Alpha Building Maintenance Svc., Bridgeview, IL	\$40,451	\$51,428	\$66,813
Property First, Hazel Crest, IL	\$55,406	\$69,446	\$83,486
Multisystem Management Company, Chicago, IL	\$30,160	\$35,516	\$41,600

VILLAGE OF HOMEWOOD



For over 20 years, Multisystem Management Company has provided commercial cleaning services to businesses throughout the Chicago area. Multisystem Management Company offers a full range of services, including office and commercial cleaning, post-construction cleanup, and specialized janitorial solutions.

OUTCOME

Multisystem Management Company offered the most competitive pricing for the three service level options the bid requested. As a result, Public Works recommends approving a one-year agreement with Multisystem Management Company for Option 3, with options to renew the agreement for an additional two years. Option 3 will provide the same services the Village is currently receiving with an additional two (2) service days for the winter months of November through March. November through March is when the facilities generally require additional cleaning; specifically, the cleaning of floors and carpets due to snow and salt.

FINANCIAL IMPACT

- **Funding Source:** General
- **Budgeted Amount:** \$75,000

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Award the bid for Option #3 for custodial services to Multisystem Management Company of Chicago, IL, the lowest responsible bidder, in an amount not to exceed \$41,600.

ATTACHMENT(S)

Bid Tabulation