



**To:** Board of Commissioners  
**From:** Darnell Bond  
**Date:** 1-7-2026  
**Re:** Recommendation for New Cleaning Service

### **Purpose**

The purpose of this memorandum is to request Board approval to engage a new cleaning service for Town facilities.

### **Background**

In an effort to ensure Town buildings are maintained to an appropriate standard of cleanliness and presentation, staff solicited pricing from multiple cleaning service providers. Two qualified vendors submitted quotes for consideration.

### **Cost Comparison**

- **Emaculate Cleaning Service:** \$14,575 per year. (Cheaper if we provide consumables at \$13,575.
- **Selfless Cleaning Service:** \$14,520 per year

Both vendors are capable of providing the required services; however, differences exist in cost, scope, and service approach.

### **Recommendation**

Staff recommends awarding the cleaning services contract to **Emaculate Cleaning Service** in the amount of **\$14,575**, as this proposal provides the best overall value to the Town. This recommendation is based on:

- Competitive pricing
- Scope of services aligned with Town needs
- Service frequency and reliability – Locally minority owned and operated.
- Experience providing cleaning services for similar facilities and medical facilities including operating rooms.

### **Fiscal Impact**

Funding for this service is available within the approved budget under **PW – 7252**, and PS.

### **Conclusion**

Approval of this recommendation will ensure Town facilities are consistently maintained in a clean, professional condition for staff, residents, and visitors. Staff believes this vendor will meet the Town's expectations and provide reliable service.