

VILLAGE OF LOMBARD

Janitorial Cleaning Services

January 21, 2025

Submitted by:



558 Plate Drive, Suite 5
East Dundee, Illinois 60118
(847) 304-0100



January 21, 2025

Mr. Scott Neetz
The Village of Lombard
255 East Wilson Street
Lombard, IL 60148

Re: Janitorial Cleaning Services

Dear Scott,

Following is the Proposal and pricing for the 2025 janitorial services that the Village of Lombard requested.

Our current policy includes the agreed upon 3% increase for 2025. We appreciate your patronage and look forward to continuing to work with everyone in Lombard.

Should you have any questions, please contact me at your convenience. Advanced Cleaning Systems, Inc. appreciates this opportunity and looks forward to continuing to work with the Village of Lombard.

Sincerely,

Kenneth N. Brauer, President
Advanced Cleaning Systems, Inc.



January 21, 2025

Mr. Scott Neetz
The Village of Lombard
255 East Wilson Street
Lombard, IL 60148

2025 Pricing

Property address: 255 East Wilson Street, Lombard, IL 60148
First year of 2 additional 1-year extensions

WE FURNISH

We will furnish all the necessary “working tools” and cleaning supplies to perform the type of service rendered. Supplies used and consumed in restrooms, such as hand soap, towels, toilet tissue, etc., as well as trash can liners, are available options.

INSURANCE

Advanced Cleaning Systems, Inc., will supply evidence of worker’s compensation insurance and public liability insurance upon request by the client.

SUPERVISION

Regular supervision is maintained over all working personnel. It is our job to see that all activities are properly coordinated with the Customer’s operations, modify assignments if and when necessary, inspect and correct the working personnel, make needed adjustments, check requisitions and dispense supplies and equipment, and make “on the job” inspections with or without the Customer’s own representative.

EMERGENCY ADJUSTMENTS

In the event of emergencies, such as armed hostilities of the United States, riots, strikes, boycotts or like obstructive action by employees or labor organizations, acts of God, national, financial or economic disturbances, epidemics and any other contingencies not reasonably foreseeable or against which we reasonably may not be enabled to protect ourselves, the parties hereto will meet and discuss such emergency to resolve same to the satisfaction of both parties.

EMPLOYMENT

It is agreed that, during the term of our contract agreement and for eighteen (18) months thereafter, the client will not hire, directly or indirectly, or employ for cleaning or cleaning-related services any person employed or contracted by Advanced Cleaning Systems, Inc., to provide services for or on behalf of client, pursuant to this agreement, without the written consent of Advanced Cleaning Systems, Inc.

ENFORCEMENT

Client will pay reasonable costs, attorneys' fees, and expenses incurred by Advanced Cleaning Systems, Inc., in the enforcement of this agreement.

ENTIRE AGREEMENT

This agreement, together with attached schedules and documentation, is the entire agreement between the parties.

TERMS

This agreement shall be in effect for one (1) year with two (2) additional one (1) year periods provided funds are available, and subject to mutual agreement between The Village and Advanced Cleaning Systems, Inc. This agreement may be terminated by either party by giving 30 days' notice of cancellation.

Advanced Cleaning Systems, Inc., shall pay all payroll taxes, state taxes, and other taxes or items that may be levied against its payroll either by city, state, or federal agencies.

Invoices will be mailed on or about the first day of each month service is rendered and due or payable by the 25th (twenty-fifth) day of each month.

Advanced Cleaning Systems, Inc., will charge 1½% interest per month on accounts over 30 days past due.

Advanced Cleaning Systems, Inc., may terminate services at any time without notice for non-payment.

PRICE

We will perform the services as outlined on our task schedule sheets in a reliable manner for the monthly sums as follows:

Village Hall: \$1,675.50

Public Works: \$746.73



- a. The contract price is predicated on performing cleaning services in the aforementioned facility under normal occupancy conditions. Periods of construction, renovation, or other unusual occurrences which increase workload will require additional charges during such periods to compensate for the additional required work. Such changes will be mutually agreed upon by clients and Advanced Cleaning Systems, Inc.
- b. Nationally recognized holidays were predetermined, and those assessed amounts are given as part of the monthly charge. It is understood that service will not be provided on the night of the observance of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. No credits or adjustments shall be issued for said holidays.
- c. Price escalation: There will be an annual increase pursuant to the CPI—All Urban Consumers Chicago or 3%, whichever is less. The CPI will be based upon the average of the previous 12 months non-seasonal adjusted.

If this agreement meets with your approval, please sign one copy, fill in the date service is to begin, and return one copy to our office.

Sincerely,

Kenneth N. Brauer
President

If this agreement meets with your approval, please sign one copy, fill in the date service is to begin, and return one copy to our office. I/We accept this proposal as described above.

Company: Village of Lombard Date: 2/6/25

By: [Signature] Title: Village President
(Signature)

By: Keith T. Giagnorio Services
(Printed) To Begin: _____

Service Areas:

Village Hall: 1st & 2nd Floors:

General and Executive Offices, Lobbies, Washrooms, Meeting Rooms, Cafeteria

Public Works: 1st & 2nd Floors:

General and Executive Offices, Lobby, Washrooms, Locker Rooms (2), and Cafeteria (New)

Daily

Waste paper: gather and place for disposal (liners to be furnished by client)
Recycle trash: collect separated paper that has been placed centrally located containers and place for disposal
Drinking fountains (water coolers): clean and disinfect
Front door glass: spot clean
Designated lights on: leave and check windows, doors and gates upon completion of work
Supply and equipment storage area: maintain in an orderly manner
Provide a report of unusual occurrences or malfunctions or damages to Advanced Cleaning Systems' property whenever noticed

Weekly

Bookcases, shelves, common area files, and sills:

- Dust exposed areas, unobstructed horizontal surfaces only; papers on these surfaces will not be disturbed
- Spot clean working area for fingerprints and beverage rings, unobstructed horizontal surfaces only; papers on these surfaces will not be disturbed

Doors, moldings and light switch plates and around: remove fingerprints (including washroom and lunchrooms)
Horizontal surfaces to hand height (sills, ledges, moldings and radiators): low dust including washrooms and lunchroom
Elevator: spot clean/polish walls; vacuum thresholds

Washrooms

Daily

Vitreous fixtures including toilet bowls, urinals and hand basins: clean and disinfect and polish
Chrome fittings: clean and polish
Toilet seats (both sides): clean and disinfect
Counter areas: clean and disinfect
Mirrors: clean
Containers: empty and insert liners
Waste containers: damp clean exterior
Metal partitions: dust tops
Metal partition doors: spot clean
Walls around sinks and walls around and under towel cabinets and urinals: spot clean

Doors and doorframe: remove fingerprints and smudges
Floors: sweep or dust
Floors: damp mop

Weekly

Metal partition doors: damp clean and remove all writing where possible

Monthly

Metal partitions: damp clean

Lunchroom

Daily

Garbage: empty and remove
Containers: damp clean exterior
Drinking fountains: clean and disinfect
Counter areas

- Sink: clean/disinfect, scour and wipe dry as required
- Counters: clean and disinfect
- Microwaves (exterior and interior): clean/disinfect

Tabletops: clean/disinfect
Vending machines/refrigerator: dust tops; spot clean fronts and sides
Wall next to and around trash cans: clean as required
Tile floors: dust mop totally
Floors: damp mop totally

Floor Care (Resilient and Hard)

Weekly

Hard floor surfaces: dust mop with treated mop
Hard floor surfaces: spot mop for coffee spills and track-in

Carpet Care

Weekly

Open carpeted areas: vacuum

Stairs

Weekly

Vacuum/sweep or damp mop

Quote

Chicago's Finest Cleaning Inc.

276 Shorewood Drive
Glendale Heights, IL 60139
(844) CLEAN-07 / CELL: (814-925-3260
www.chicagosfinestcleaninginc.com



Customer:	
Name	Village Of Lombard
Address	255 e Wilson Ave Lombard IL.
Phone:	630-995-1033
Email:	neetzs@villageoflombard.org
Quote #	1465
Date:	1/12/25

Thank you for your interest in CFC Inc.
This Quote is for General Cleaning for Publics works and Village Hall

Daily cleaning both locations and both 1st and second floors:
Bathrooms: Mirrors, floors sweep and Mop. Sinks and clean toilets. Add Toilet Rolls and Napkins as needed
Lunchrooms: Sweep and Mop. Counter, microwaves tables if any
Locker Rooms: Sweep and Mop. Sinks Toilets

Weekly Cleaning:
Elevator spot clean/Polish walls and Vacuum. Also Stair wells
Bathroom Metal Partitioner
Entrance door frames and door glass spot clean fingerprints
Dust all Flat Surfaces where dust can settle Book shelves and including desk when left clear on Mondays.
Sweep Vacuum and Mop other areas not mentioned in daily cleaning.

Terms: Payment net 15
Amount for Cleaning is \$950.00 a week or \$4116.66 a month

Thank you once again for the opportunity to submit our proposal for the work you requested. Your business is extremely important to CFC Inc, and we look forward to working with you very soon on this project. If you have any questions or comments related to this Quote, please contact me at your convenience.

A member of our office staff will be contacting you to verify you received this Quote.

Respectfully Submitted,
Chicago's Finest Cleaning Inc.
Isidro R. Rodriguez
President

Please fill out the following and return this page upon acceptance of our proposal. Next we will send over a one year Contract to sign.

Name:

Date:

2/10/25

Title:

Village president

"Our Mission is Quality & Service"