


# Urbana School District #116

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## Facilities Services Memorandum

**To:** Dr. Don Owen, Superintendent ✓

**CC:** Board of Education,  
Carol Baker, Chief Financial Officer

**From:** Ota Dossett, Director   
Facilities Services

**Date:** 4/14/2015

**Re:** District Wide Cleaning Contract Renewal 2015-2016

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The cleaning contract allows for an annual increase equal to CPI and this year's CPI is 1.6 % (maximum allowable by the contract). The cleaning contractor is asking for a 1% increase, which is .6% below the contract allowance. The cleaning contract for next year 2015-16, including all buildings, will be \$1,096,101.

Environmental Service Solutions well maintains our buildings in a clean condition and fully adhere to all Green Cleaning Standards set forth by the State of Illinois and is in full compliance. Their supervisors complete Quality Assurance Inspections at each facility and send Facilities Services summaries of all inspections.

They resolve problems well and always provide appropriate staffing at all building. We are very happy with their services. This is a local Urbana Company takes pride in the work they do for Urbana School District #116.

Staff recommendation is to renew the cleaning contract for the year 2015-2016 with Environmental Services Solutions in the amount of \$1,096,101.

Attachment: Cleaning Contract Proposal.



2406 E. University Avenue  
PO Box 17067  
Urbana, IL 61803-7067

217.337.6701 / phone  
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[www.ESSclean.com](http://www.ESSclean.com)

"Cleaning to Provide Safe Work Environments"

April 8, 2015

Ota Dossett  
Urbana School District #116  
205 N. Race St.  
Urbana, IL 61801

Mr. Dossett:

It has been a pleasure working with Urbana School District #116 for the past sixteen years. We appreciate the opportunity to work with you and the School District staff.

We work very hard to control our costs, but we are forced to raise wages to stay competitive. In 2014, the Consumer Price index rose 1.6%. We would like to request a contract extension with an increase of 1.0%.

We propose the following annual amounts for the 2015/2016 contract year. If you have any questions, please let me know.

King	\$	78,932
Leal	\$	75,859
Prairie	\$	87,096
Thomas Paine	\$	54,216
Early Childhood	\$	63,348
Wiley	\$	58,084
Yankee Ridge	\$	52,771
Urbana Middle School	\$	285,098
Urbana High School	\$	314,305
Administrative Building	\$	22,328
USD Maintenance	\$	4,064
TOTAL	\$	1,096,101

Sincerely,

Paul Taylor  
President, ESS Clean, Inc.

CC: Linda Corbett

