

# 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:** 04/14/16  
**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 1.37 % (maximum allowable by the contract). They are requesting 1.3% increase to the cleaning contract for next year 2016-17, including all buildings, will be \$1,110,349.

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. We have been overall pleased with their service and they correct problems that are identified.

Staff recommendation is to renew the cleaning contract for the year 2016-2017 with Environmental Services Solutions in the amount of \$1,110,349.

Attachment: Cleaning Contract Proposal.



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

"Cleaning to Provide Safe Work Environments"

March 14, 2016

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 seventeen years. We appreciate the opportunity to work with you and the School District staff.

We work very hard to control our costs, but wage competition and health care costs are making it very difficult to provide staffing at the Urbana School District. The Consumer Price Index has increased by 1.37% from January 2015 to January 2016. We are requesting a contract extension with an increase of 1.3%.

We propose the following annual amounts for the 2016/2017 contract year. If you have any questions, please let me know.

King	\$	79,958
Leal	\$	76,845
Prairie	\$	88,228
Thomas Paine	\$	54,920
Early Childhood	\$	64,172
Wiley	\$	58,839
Yankee Ridge	\$	53,457
Urbana Middle School	\$	288,804
Urbana High School	\$	318,391
Administrative Building	\$	22,618
USD Maintenance	\$	4,117
TOTAL	\$	1,110,349

Sincerely

Paul Taylor  
President, ESS Clean, Inc.

CC: Linda Corbett

