

Memorandum

To: Scott Skrycki, Assistant Village Administrator
From: Samuel Hughes, Senior Management Analyst
Date: 12/22/2020
Re: Cleaning Contract Renewal

The Village entered into an agreement with Multisystem Management (Multisystem) on May 1, 2018. The contract was for a two year term set to end April 30, 2020 with a possible extension for an additional year. The current agreement will end on April 30th 2021, but staff recommends extending Multisystem’s contract one additional year from May 1, 2021 until April 30, 2022. Multisystem’s performance has been acceptable throughout this last agreement and by extending them one additional year, the village would be able to forgo the RFP process which requires many companies walking through our buildings to go over cleaning requirements. With COVID-19 still being an issue, staff recommends extending one additional year with Multisystem Management. Multisystem cleans Village Hall, the Police Building, Train Station and Golf Course. Janitorial services take place at Village Hall five days per week and seven days per week for the Police Department. The Metra Station receives services five days per week and Bartlett Hills Golf Course receives service seven days per week during the golf season and three days per week during the off-season.

Staff has come to an agreement with Multisystem for an increase of 3% (\$1,524 for the year). The janitorial price would increase from \$50,676 to 52,200. Given Multisystem does an adequate job of performing their duties, is prompt to fix issues and the yearly price is still lower than all other proposals from the 2018 RFP, staff recommends extending the agreement with Multisystem Management from May 1, 2021 to April 30, 2022.

2018 RFP Pricing Results				
Company	May 1, 2018 - April 30, 2018	May 1, 2019- April 30, 2020	May 1, 2020- April 30, 2021	May 1, 2021- April 30, 2022
Multisystem Management Comp.	\$ 46,596	\$ 49,200	\$ 50,676	\$52,200
Eco Clean Maintenance Inc.	\$ 46,440	\$ 55,488		
Perfect Cleaning Services Inc.	\$ 51,540	\$ 53,076		
Crystal Maintenance Services	\$ 60,430	\$ 63,720		
Total Facilities Maintenance Inc.	\$ 66,632	\$ 66,632		
Alpha Building Maintenance Serv.	\$ 103,023	\$ 112,064		

Motion

I Move to Approve Resolution 2021-_____ A Resolution Approving of The Janitorial Services Agreement Between The Village of Bartlett and Multisystem Management Company.

RESOLUTION 2021 - _____

**A RESOLUTION APPROVING OF THE FIRST AMENDMENT
AND EXTENSION OF JANITORIAL SERVICES
AGREEMENT BETWEEN THE VILLAGE OF BARTLETT
AND MULTISYSTEM MANAGEMENT COMPANY**

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The First Amendment and Extension of Janitorial Services Agreement dated as of January 5, 2021, between the Village of Bartlett and Multisystem Management Company (the "First Amendment"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the First Amendment on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full

force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2021 - _____ enacted on January 5, 2021, and approved on January 5, 2021, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

**FIRST AMENDMENT AND EXTENSION
OF JANITORIAL SERVICES AGREEMENT**

This First Amendment and Extension of Janitorial Services Agreement is made and entered as of this 5th day of January, 2021, between the Village of Bartlett (the "Village") and Multisystem Management Company ("Contractor").

RECITALS:

WHEREAS, the Village and the Contractor entered a certain Janitorial Services Agreement dated May 1, 2020 (the "Original Janitorial Services Agreement") that commenced on May 20, 2020 and will end on April 30, 2021 (the "Initial Term") and which provides that the term of the Original Janitorial Services Agreement can be extended for one additional year upon the mutual agreement of the Village and the Contractor (collectively, the "Parties"); and

WHEREAS, the Parties wish to extend the Original Janitorial Services Agreement for an additional year, but the Contractor is unwilling to extend it for said additional year at the same monthly Contract Sum for the Cleaning Services, and has requested that the Contract Sum be increased from \$4,223.00 per month to \$4,350.00 (the "New Contract Sum") per month for the one year extension of the term from May 1, 2021 through April 30, 2022 (the "Extension Term"), to cover its increased operating expenses, including but not limited to, additional cleaning costs related to the COVID-19 pandemic; and

WHEREAS, the Village finds and determines that the monthly increase to the New Contract Sum for the one-year Extension Term is fair and reasonable, and the parties wish to so extend and amend the Original Janitorial Services Agreement to provide for the New Contract Sum and the Extension Term, but otherwise keep the same terms and conditions as set forth in the Original Janitorial Services Agreement;

NOW, THEREFORE, in consideration of the matters set forth in the Recitals, the covenants and conditions set forth herein and in the Original Janitorial Services Agreement, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the parties, IT IS HEREBY MUTUALLY AGREED as follows;

1. That paragraph 2 entitled "Terms" of the Original Janitorial Services Agreement is hereby deleted and is amended to state as follows:

"2. Terms.

- A. The Initial Term of this Agreement which commenced on May 1, 2020 will expire on April 30, 2021, unless sooner terminated as provided herein or in the Original Janitorial Services Agreement. By mutual agreement of the Parties, the Initial Term of the Original Janitorial Services Agreement is extended for one-year as provided in subsection B. of this Section at the new Contract Sum as provided in new Section 3 thereof (paragraph 2 of this First Amendment).

B. The Extension Term of the Agreement shall commence on May 1, 2021 and expire on April 30, 2022 unless sooner terminated as provided herein or in the Original Janitorial Service Agreement. By mutual written agreement of the Parties, the Original Janitorial Services Agreement, as amended by this First Amendment, may be further extended for one (1) additional year until April 30, 2023, and the Village Administrator shall be authorized to execute such further extension.”

(the “Extension Term”).

2. That paragraph 3 entitled “Contract Sum” of the Original Janitorial Services Agreement is hereby deleted and is amended to state as follows:

“3. Contract Sum.

- A. The Contract Sum for the Cleaning Services for the Initial Term which ends on April 30, 2021 unless sooner terminated as provided herein or in the Original Janitorial Services Agreement, is \$4,223.00 monthly and includes all costs of Contractor performing the Cleaning Services in strict compliance with the terms and conditions herein, including, but not limited to, providing all cleaning supplies. Payments shall be made in accordance with paragraphs 4. and 20.B. of the Original Janitorial Services Agreement.
- B. Beginning on the commencement of the Extension Term, unless sooner terminated as provided herein or in the Original Janitorial Services Agreement, the Contract Sum for the Cleaning Services shall be \$4,350.00 monthly and includes all costs of Contractor performing the Cleaning Services in strict compliance with the terms and conditions in the Original Janitorial Services Agreement, including but not limited to, providing Cleaning Supplies. Payments shall be made in accordance with paragraphs 4. and 20.B. of the Original Janitorial Services Agreement.”

3. Except as amended by this First Amendment, all other terms and conditions set forth in the Original Janitorial Services Agreement shall remain in full force and effect.

VILLAGE OF BARTLETT

MULTISYSTEM MANAGEMENT
COMPANY

By: _____
Kevin Wallace, Village President

By: _____
Kathy Wiszowaty, General Manager

Attest:

Lorna Gilles, Village Clerk