



Agenda Item Summary

File #: RES 21-247, **Version:** 1

Submitted By

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Reviewed By

AMZ

Agenda Item Title

A Resolution Approving the Renewal of an Independent Contractor Agreement with Rozalado & Co. for Custodial Services in Fiscal Year 2022 in an Amount Not to Exceed \$170,000.00 and Authorizing its Execution

Overview

The current agreement for custodial services expires on December 31, 2021. In December 2017 the Village Board approved an Independent Contractor Agreement with Rozalado & Co., for Fiscal Years 2018 - 2020 for Custodial Services at Village buildings including Village Hall, Police Department, Public Works Center, and Metra Station. The Agreement provides for two additional one-year renewals. This would be the second of two renewals.

Recommendation

Approve the Resolution.

Fiscal Impact

The funding for this program is proposed as part of the Fiscal Year 2022 budget. \$170,000.00 is budgeted for custodial services in the proposed Fiscal Year 2022 Public Works Building Maintenance Operating Budget General Contractuals in account numbers 1001-43790-711, 713, 714, and 717-530660.

Rozalado & Co. has requested an increase of 2.5% to their base price for the Fiscal Year 2022 renewal. Staff supports this request as Rozalado & Co. has honored the original base price of the contract for the first three years without an increase. Since April of 2021, the Consumer Price Index has been over 5% so the request is reasonable.

A total of \$170,000.00 is proposed to be awarded to Rozalado & Co. out of a combination of the accounts listed above. The cost breakdown is as follows: \$103,578.30 base price, plus 5% contingency for additional services that may be required throughout the year, plus \$348.00 annual cost for adding one restroom in the Central Pumping Station to the contract, plus \$59,312.50 for virucide spraying services at Village Hall/Police Dept. related to COVID-19.

Background

In December of 2017, the Village Board approved an Independent Contractor Agreement with Rozalado & Co. for custodial services for Village Hall, Police Dept., Public Works Center, and Metra Station for a three-year

period. The agreement allows for additional one-year contract renewals.

Staff believes Rozalado & Co. completes their work with good quality and in a professional manner, and staff recommends the Village Board approve the renewal of the contract for custodial services for an additional one-year period. If approved, this would be the second and final renewal. Staff would bid out custodial services in the summer of 2022 for future years.

Alternatives

The Board can delay action to gain additional information.

Previous Board Action

The Village Board has approved custodial contractor agreements in the past. The Board approved a renewal of the contract with Rozalado in December of 2020.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

It is anticipated that the Public Works Department would bring this agreement or renewal to the Village Board on a regular basis.

Intergovernmental Cooperation Opportunities

None at this time.