



**Proposal Contract for
Cleaning Services
2020-2023**

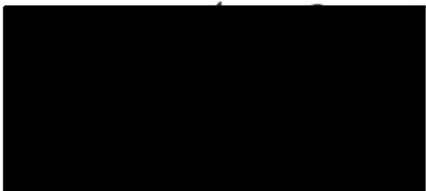
Orland Park Public Library
Mary Weimar, Director
14921 S Ravinia Ave
Orland Park, IL, 60462

Dear Ms. Weimar,

We appreciate the thirteen years of partnership with the Orland Park Public Library and hope to continue working with you in the future.

Enclosed you will find our proposal contract for the upcoming 2020-2023 years. Please let us know if there are any errors or omissions. Our clients' satisfaction is of greatest importance to us.

Sincerely,



Olga Nestsiarovich, Owner
Neviol Inc. Cleaning Services
neviolinc@yahoo.com
(773) 710-0831

Statement of Qualification/Corporate Profile

Neviol is a full service company that prides itself on doing the best possible cleaning for all of our customers. Our services include everything from the ceiling to the floor and everything in between.

Based on our 13-year experience working with public and private businesses, we have developed a business model that suits our clients and treats our workers fairly. Before signing a contract, we inspect the building and develop detailed plans which would insure quality cleaning. Our plans are individualized per business and address specific areas, timing, and class of work necessary to maintain these spaces. These plans also insure that our workers have a reasonable cleaning schedule to follow, allowing them to keep the workload even while staying on top of things. We also understand that there are unforeseen situations, in which the schedules may need to be altered – that's where our daily supervisors come in and adjust the schedules for our workers.

All of our cleaning solutions and supplies used are discussed with the maintenance of each business to insure no chemical damage is done to the property. We are constantly looking for neutral-strength natural substitutes to industrial chemicals as a way to stay eco-friendly.

We value our workers and make sure that each and every one of our personnel undergoes extensive training before working on their own. We also perform background checks and insure that every worker has proper documentation (work authorization) in order for our clients to feel confident in our company. We are fully bonded and insured.

Neviol Inc.
Cleaning Services



References

1. Orland Park Public Library – 13 years – 82,000 sq. ft.

14921 South Ravinia Avenue

Orland Park, IL, 60462

Mr. Steve Newman, Superintendent of Maintenance

(708) 426-9864

Mrs. Mary K. Weimar, Library Director

(708) 428-5203

2. Indian Prairie Public Library – 5 years – 42,000 sq. ft.

401 Plainfield Road

Darien, IL, 60561

Ms. Laura Birmingham, Library Director

laurab@ippl.info

630-887-8760

3. Avvelino Inc. – 9 years – 12,000 sq. ft.

Mrs. Zoriana Hutnuk, Office Manager

zorhutnyk@yahoo.com

(773) 220-3927

4. Sam's Painting & Decorating, Inc. – 11 years

Mr. Sam Butnorius, Owner

samsbrush@gmail.com

(708) 253-2033

Post-construction cleaning of commercial properties with areas ranging from 8,000 – 17,000 sq. ft.

Neviol Participating Staff

Supervisors:

- Olga Nestsiarovich: 13 years
- Ala Liashko: 8 years

Janitorial Staff:

- Nina Eismant: 10 years
- Zhanna Suida 8 years
- Natalia Ileyko: 6 years
- Liutsia Mararchyk: 6 years
- Maria Witeck: 4 years
- Liubou Spirova: 1 year
- Alitsya Filipovich: 1 year

Additional Service Staff (Scrubbing, buffing, waxing):

- Hruhory Lackusta: 11 years
- Stanislav Yafimay: 5 years

Pricing

Due to the addition of new surfaces, we are extending our work hours and cleaning supply budget. The following price reflects the following changes made in the library:

- Newly tiled floors
- Newly tiled stairwells
- New rubber flooring in the halls
- Newly installed glass
- New tables, chairs, and computers
- New study rooms

Price for 2020-2021 year

- Price per month: \$6,810
- Price per year: \$81,720

Price for 2021-2022 year

- Price per month: \$7,015
- Price per year: \$84,180

Price for 2022-2023 year

- Price per month: \$7,225
- Price per year: \$86,700

Included in the price:

- Two people for night shift
Seven days/week
- Day shift five days/week
Monday through Friday
One Person, 4.5 hours per day
- One person 8 hours per week
High dusting, floor buffing and scrubbing
- Supervisor will be in the building daily

In addition to the provided cleaning specifications, our price includes the following:

- Washing of all study room door glass (twice a year)
- Washing of all youth services lower portion glass (quarterly – Jan, Apr, July, Oct)
- Detailed cleaning of administrative offices (twice a year, at the library's request)
- Additional daily cleaning services during construction periods
- Washing of glass walls on 1st and 2nd floors (quarterly – Jan, Apr, July, Oct)

Agreement

An agreement to provide janitorial services

By:

Neviol, Inc
FEIN: 20/8877507
13305 W Choctaw Trl
Homer Glen, IL 60491
Phone: 773-710-0831
(herein after referred to as "Neviol")

For:

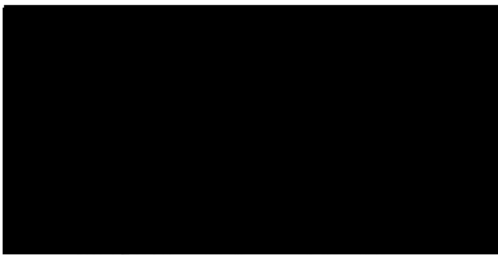
Orland Park Public Library
14921 S. Ravinia Ave.
Orland Park, IL 60462
(herein after referred to as "Customer")

"Neviol" and "Customer" agree as follows:

1. The term of this agreement shall be from August 1, 2020, thru and including July 31, 2021. This contract will be automatically reinstated for the same period unless stipulated in writing thirty days prior to the expiration date stated herein.
2. All janitorial services will not be rendered on the following legal holidays: New Year's Eve, New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Default

The contract may be canceled or annulled by either the contractor or the Orland Park Public Library Board of Library Trustees within thirty (30) days by written notice of default to the contractor upon non-performance or violation of contract terms. In either event, the defaulting Contractor (or his surety) shall be liable to the library for costs incurred by the library in excess of the defaulted contract prices.



Olga Nestsjarovich, Owner

June 2, 2020



6/22/20

Additional Disinfection Services

- Additional services will be done 7 days a week, during extra service hours (added to the base contract), and include the following (in public and staff areas excluding administrative offices)
 - Computer keyboards
 - Computer screens
 - Computer mice
 - Kitchen tables
 - Countertops (Lobby)
 - Doorknobs
 - Light switches
 - Hand rails

Disinfection will be done with "Mediclean" disinfectant.

Services will be provided at the Library's request, at an additional \$2,250.00 per month. OPPL has the option to discontinue Additional Disinfection Services at any time. If termination of additional services occurs partially through a contracted month, the daily amount multiplied by the number of days the service was performed within that month will generate the prorated amount for the partial month.

Additional Services (Optional)

On request window cleaning:

- Option 1

- ✓ All general windows inside and outside (excluding skylights)*
- ✓ Clear stories (outside)
- ✓ Stairwell glass
- ✓ Price: \$2,900.00 each time the service is requested.

- Option 2

- ✓ All general windows inside only (excluding skylights)*
- ✓ Stairwell glass
- ✓ Price: \$1,000.00 each time the service is requested.

- Option 3

- ✓ All general windows outside only (excluding skylights)*
- ✓ Clear stories (outside)
- ✓ Price: \$1,900.00 each time the service is requested.

*Skylight cleaning may be requested at an additional \$800.00.

NOTE: All window cleaning equipment will be provided by Neviol Inc. The lift must be provided by Orland Park Public Library.