

Pleasantdale Elementary School
8100 School Street
La Grange, IL 60525
708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School
7450 S. Wolf Road
Burr Ridge, IL 60527
708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

TO: Dr. Dave Palzet, Superintendent

FROM: Frank Adams, Business Manager/CSBO

DATE: April 10, 2019

RE: FY20 Contract Recommendations

EXECUTIVE SUMMARY:

Annually, the Board of Education approves our larger contracts at the May Board of Education meeting. Each year there is an increase in the cost of living and as such, our contracted services costs increase as well. Administration requests draft renewal contracts from our vendors for review. When necessary, administration will request rational for increases as well.

BACKGROUND AND RATIONALE:

Paper Bid

Paper has been bid annually for the entire township for over a decade. As in prior years, Lyons School District 103 will conduct the bid opening in May.

Auditor

The district went out to bid for Auditing services five years ago. Miller Cooper & Co., Ltd's fee is expected to be \$23,500, an increase of \$500 from last year. This increase is equal to CPI at 2.1%. The administration recommends continuing with Miller Cooper for 2019-2020.

First Student – Transportation

First Student was awarded the bid contract when we bid the transportation services in April 2008. The contract was extended for an additional two years in 2011-2012 and subsequently for an additional year thereafter. Per School Code, the District may extend on a year-to-year basis unless a timely request from another interested contractor is received. The increase for transportation services is 4.0%. The rationale behind the 4% increase is that First Student will be increasing their starting wage from \$18 to \$19 an hour in an effort to retain drivers, addition of electronic routing software for Hodgkins routes, adding a dedicated router position and facility improvements/repairs. Administration recommends extending the contract for the FY20 year.

Food Service/Milk Bid

The District sent out bid packages for food service and milk to various vendors on March 8, 2017. Just A Dash Catering, LLC., our current food service provider, was awarded the food service contract. Administration recommends extending the contract with Just A Dash Catering with no increase in pricing. The cost per meal and per carton of milk remains at \$3.30 and \$0.30 respectively.

GCA Services Group – Cleaning Service

The District has been using the same cleaning service since 1998 when the contract was last bid. The increase for 2019-2020 is 2%. The increase is equal to CPI and a 2% wage increase will be passed on to all our GCA workers. GCA continues to provide excellent service at a reasonable rate and we recommend renewing the contract with GCA.

RECOMMENDED BOARD ACTION:

That the Board of Education consider the renewal of contracts for Fiscal Year 2020.