

2018 Carpet Cleaning	
Bluffton Spring Cleaning	\$1,576.00
Ossian Spring	\$220.00
Bluffton Fall Cleaning	\$4,224.76
Ossian Fall Cleaning	\$1,277.20
<b>Total</b>	<b>\$7,297.96</b>

2017 Carpet Cleaning	
Bluffton Spring Cleaning	\$1,004.40
Ossian Spring	\$216.30
Ossian Emergency	\$192.82
Bluffton Fall Cleaning	\$4,972.86
Ossian Fall Cleaning	\$796.20
<b>Total</b>	<b>\$7,182.58</b>

2019 Carpet Cleaning YTD	
Bluffton Spring Cleaning	\$1,004.40
Bluffton Emergency	\$702.68
<b>Total</b>	<b>\$1,707.08</b>

2019 Carpet Cleaning Projected w/ AVG	
Bluffton Spring Cleaning	\$1,077.00
*Ossian Spring	\$218.15
Bluffton Emergency	\$702.68
*Bluffton Fall Cleaning	\$4,598.81
*Ossian Fall Cleaning	\$1,036.70
<b>Total</b>	<b>\$7,633.34</b>

2018 Carpet Cleaning if Owned Extractor	
Bluffton Spring Cleaning	\$0.00
Ossian Spring	\$0.00
Bluffton Fall Cleaning w/o Furniture	\$3,212.76
Ossian Fall Cleaning	\$1,082.20
<b>Total</b>	<b>\$4,294.96</b>
<b>Money WCPL Saves in Pro Carpet Costs</b>	<b>\$3,003.00</b>

2017 Carpet Cleaning if Owned Extractor	
Bluffton Spring Cleaning	\$0.00
Ossian Spring	\$0.00
Ossian Emergency	\$0.00
Bluffton Fall Cleaning	\$4,575.86
Ossian Fall Cleaning	\$796.20
<b>Total</b>	<b>\$5,372.06</b>
<b>Money WCPL Saves in Pro Carpet Costs</b>	<b>\$1,810.52</b>

2019 Carpet Cleaning YTD if Owned Extractor	
Bluffton Spring Cleaning	\$0.00
Bluffton Emergency	\$0.00
<b>Total</b>	<b>\$0.00</b>
<b>Money WCPL Saves in Pro Carpet Costs</b>	<b>\$1,707.08</b>

2019 Carpet Cleaning Proj. if Owned Extractor w/ AVG	
Bluffton Spring Cleaning	\$0.00
Ossian Spring	\$0.00
Bluffton Emergency	\$0.00
*Bluffton Fall Cleaning	\$4,011.14
*Ossian Fall Cleaning	\$967.38
<b>Total</b>	<b>\$4,978.52</b>
<b>Money WCPL Saves in Pro Carpet Costs</b>	<b>\$2,654.82</b>

The overall costs of floor care are rising. 2018 being expensive due to increase in furniture cleaning. Furniture was over \$1000 in the Fall of 2018. It was intended for this service to continue into 2019.

You may notice that the cost of 2017 was higher than 2018. To explain this, there was an increase in the care of hard surface floors in Fall of 2017 that was avoided in 2018.

\*With increased costs yearly, the averages calculated for the final chart are going to be lower than the actual cost. Those numbers are based on the average of 2017 and 2018. Then I added 3% for inflation costs.

The search for a professional carpet cleaning machine started because of the current tool we use now. We have a residential carpet cleaner from our local Wal-Mart. While that may work great for high-traffic areas at home, the carpets here at the Library see a different type of high-traffic. Not only is the residential machine not able to clean as well, but it simply is not made to be used on our commercial carpet. Our current carpet cleaner can lay cleaner down, but the problem comes with the brushes and suction of the vacuum. The vacuum shoe is not low enough (made for higher nap carpets found in homes) to properly suck the water and chemical out of the carpet. This leaves our carpet wet for a day and adds unwanted humidity into our ecosystem at the library. The brushes on our current cleaner are not able to properly agitate and clean the carpet. A new commercial extractor will solve all of these problems and will help save the library thousands of dollars with professional carpet cleaning in the future.

While the Clipper Duo could be seen as an expensive purchase, the savings from the professional carpet cleaning will pay for the new machine in just 2-3 years. There will also be added benefit of a cleaner and better maintained carpet year-round. The goal is to have a fresh and inviting appearance year-round instead of just around spring and fall. These machines are easy to maintain, and broken parts can be replaced without replacing the entire machine or entire sections of the machine. On average, these machines last around 7-10 years with moderate use. I think that we will be using them less than what they consider moderate usage, so lifetime of the machine will easily reach averages in my understanding.

This machine is a professional device, and I do have the knowledge of using one before. The process is simple, and that knowledge can be passed down to whoever may need to use this machine in the future. The only added costs we would see are chemical costs which is included in the initial quote. I cannot say how long that will last until I start the process, but the chemicals are relatively cheap compared to the savings in yearly professional carpet cleaning.

This quote also includes the purchase of two floor fans. These floor fans are made for commercial environments. They will significantly decrease the amount of time it takes to dry the carpet after a cleaning. They can also help the drying of a hard surface like a spill that may occur in the parlor or children's room. Two should be enough to fan a section of area at a time. Mr. B's used about 13 last Fall when drying our carpets. However, I plan to clean the library in sections over the entire year, so two would be great for what we need.

In closing, this purchase is to have an appropriate tool to manage the carpets here at the library. The extractor will make easy work of cleaning up after spills, interim stain care, and prolonging carpet life. There is also benefit with not having to pay a professional carpet team on premium hours when an emergency occurs like we have had recently with the 3rd floor leak. It is of added benefit that this equipment will save the library from paying a professional carpet cleaner twice a year. It is assumed that this machine can be transportable to Ossian for emergency issues and carpet care. However if that is not the case, there may be \$200-500 difference than the numbers listed above (average of Ossian spring cleaning and emergency). Again, the purchase of this machine is not to save money, but to have a proper tool in which the library can be kept clean and well maintained. Overall, I hope you see this as a needed expense that has the potential to benefit the library in providing a clean and inviting atmosphere, as well as, reducing costs regarding carpet care.