

June 9, 2021

RE: Janitorial Staff Additions Justification

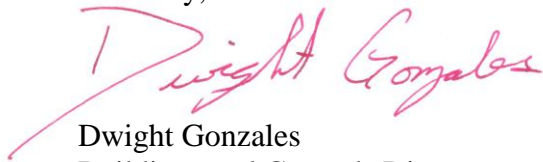
To Whom It May Concern,

I recommend that Washington County add two (2) additional janitorial person positions (Grade 6), this will increase the number of janitorial persons from five (5) to seven (7). The reasons why are listed below:

- With the addition of over 20,000 sqft of building space (Veterans Service Center, CSU, Lincoln DEM, Armory Building) we are entrusted with cleaning/disinfecting more space.
- Complete disinfection for Covid and other infectious diseases has resulted in an increase workload per given area.
- With the minimum wage increase, it is more cost effective to hire rather than contract temporary services.
- By having two (2) additional employees, we can have more people who have the proper HIPAA and proficiency in Jail Standards certifications. This will allow us to clean sensitive and secure areas with only one (1) team member rather than a team member and a contractor.
- The base pay for a grade 6 janitorial person is \$23,046.40.

Salary at Grade 6	23,046.40
Social Security Matching	1,763.05
Retirement Matching	3,530.71
Health Insurance Match	5,592.00
Life Insurance Match	132.00
Total Cost	<u>34,064.16</u>
x 2 employees =	<u><u>68,128.32</u></u>

Sincerely,



Dwight Gonzales
Buildings and Grounds Director