



ALL CITY MANAGEMENT SERVICES

March 15, 2018

Capt. Jim Kraus
City of Lansing
740 May St.
Lansing, MI 48906

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. As such, please allow this letter to serve as confirmation of our interest in continuing to provide Crossing Guard services for the 2018-2019 fiscal year.

Over the past two years we have experienced cost increases in almost every facet of our operations. With that in mind we must appeal for a price increase for the coming year. Our cost calculations dictate an increase in your proposed billing rate to \$20.05 per hour.

To facilitate the calculation of the cost for your Crossing Guard program, we have included a Client Worksheet. This worksheet is our estimation of the projected hours and cost of your program as it is currently staffed.

I would also like to take this opportunity to introduce you to our **Client Portal** accessed through our website (www.thecrossingguardcompany.com or www.acmssafety.com). Through our portal you have access to all the documents and information related to your Crossing Guard Program. This includes; Contracts, Amendments, Site Locations (powered Google Maps to see each site), General Liability Insurance Certificates and Workers Compensation Insurance Certificates. To request access the new portal please send an email to clients@acmssafety.com with the following information:

- Full Name
- Title
- Direct phone number

Once you submit the above information, you will receive an email from "WordPress" which has a link that will prompt you to setup a password. You will then have immediate access to the above referenced information.

We remain committed to providing a safe, cost-effective and professional School Crossing Guard Program. We hope you have seen and appreciate our efforts in your program. If you have any questions or need additional information please contact me at (800) 540-9290. Take care.

Sincerely,



Demeira Farwell
Director of Administrative Services
Corporate Secretary

"The Crossing Guard Company"

All City Management Services Inc.

Client Worksheet 2018 - 2019

Department: 800301

Billing Rate for 2018/2019: \$20.05

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KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

For sites with one regularly scheduled early release day/week, use 144 regular days and 36 minimum days

Sites with traditional calendar:

		64		180		\$20.05	=	\$230,976.00
32	Sites at 2.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		8		180		\$20.05	=	\$28,872.00
2	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

12960

TOTAL ANNUAL PROJECTED COST

\$259,848.00