CLEANING SERVICES AGREEMENT

This Cleaning Services Agreement (Agreement) is made by and between the Cedar Rapids Community School District (District) and Roe Janitorial Services, Inc. (Roe).

1. PERFORMANCE OF SERVICES

   A. Performance of the services set out in this agreement shall begin the 25 day of September, 2017.

   B. The term of this Agreement shall be on a month to month basis.

   C. The services shall be performed at the following location:

   Iowa BIG Program
   600 Boyson Road NE
   Cedar Rapids, IA 52402

   D. The services under this Agreement will be performed after school hours when students are not present at the location.

   E. The following areas will be cleaned once per week:

   Conference Room
   Open Work Space
   Kitchen Counter, Appliances, and Flooring
   Men's and Women's Restrooms and Hallway
   Elevator
   Blinds and Interior Windows
   Dusting and Vacuuming of All Areas

   F. Roe will provide all cleaning equipment and cleaning solutions.

   G. The District will provide paper supplies, trash bags, paper towels, hand towels, and toilet paper.

   H. Roe will provide a communication log book onsite which can be used to address any issues or request that either Roe or the District may have regarding the performance of services under this Agreement.

   I. Roe acknowledges Iowa law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of the District. Roe further acknowledges that, pursuant to law, a sex offender who has been convicted of a sex offense against a minor may not operate, manage, be employed by or act as a contractor or sub-contractor for the District.

2. PAYMENT FOR SERVICES

   A. The District will pay Roe $240.00 per month for the services set out in this Agreement.

   B. Roe will invoice the District for payment once per month.

3. INSURANCE AND INDEMNIFICATION

A. During the duration of this Agreement, Roe will provide a certificate of insurance to the District naming the District as an additional insured on a primary and non-contributory basis and include a waiver of subrogation in favor of the District with coverages and limits agreed upon between the District and Roe.

B. The District will indemnify and hold harmless Roe from and against any and all losses, costs, damages and expenses, including reasonable attorney fees and expenses, occasioned by or arising out of the District's negligence or willful misconduct in the performance of its duties under this Agreement.

C. Roe will indemnify and hold harmless the District from and against any and all losses, costs, damages and expenses, including reasonable attorney fees and expenses, occasioned by or arising out of Roe's negligence or willful misconduct in the performance of its duties under this Agreement.

4. TERMINATION

Either party may terminate this Agreement by providing the other party with a thirty (30) day written notice of termination.

5. MISCELLANEOUS PROVISIONS.

This Agreement contains the entire understanding between the District and Roe and cannot be changed or terminated orally, but only by an agreement in writing signed by the District and Roe.

Cedar Rapids Community School District	Roe Janitorial Services, Inc.
_____	_____
DATE: September 25, 2017	DATE:

Cedar Rapids Community School District
Excellence for All

Re-Imagine
Re-Envision
Re-Invest

Planning for the Future:

FMP BOE Meeting #4

September 25, 2017

RSP

Agenda

- Part 1: Work Done To Date
  - Process Roles
  - A Process with End in Mind
  - ACE (Academics, Culture, Economics)
  - Phase 1 : Subcommittee Overview
  - December Public Input/Survey
- Part 2: Phase Two
  - Timeline
  - Key Elements/Goals
  - Finance Data
  - Committee Belief Statements
  - Sustainability Brainstorming
  - School Scenarios Update
- Part 3: Phase Three
  - Timeline - Key Elements/Goals
  - Questions / Schedule

Part 1:
Work Done To Date

Process Roles

In order to ensure a positive outcome during the process and for the final outcome, the BOE directed RSP to clearly state the roles of each entity in the Facility Planning Process:

Board of Education: Provide the framework of the process, community values, receive the Committee recommendation, listen to community input, and after more discussion approve a plan that will guide the district in making timely decisions for student academic achievement.

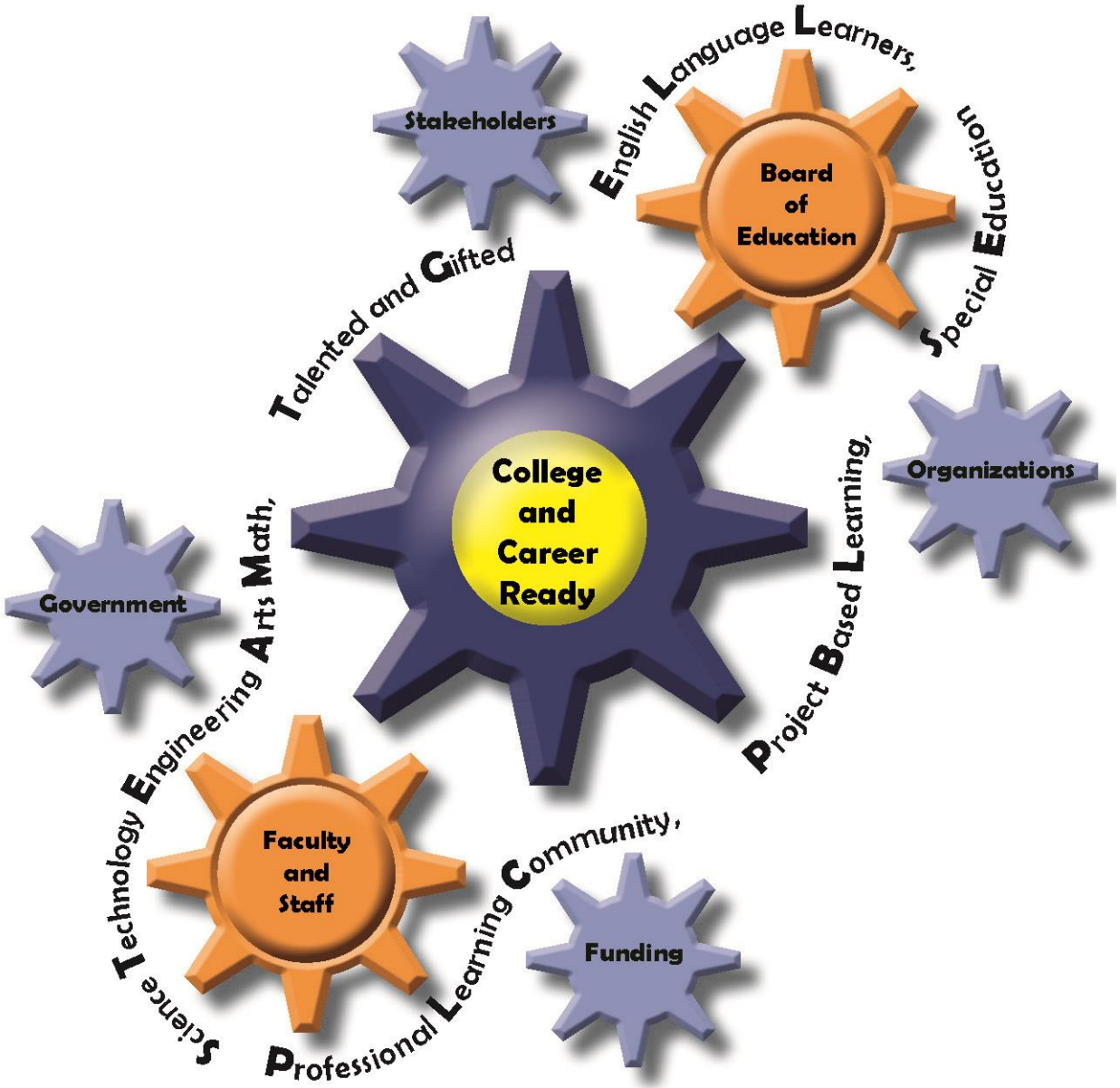
Administration: Provide guidance over the process, attend the committee meetings and public forums, be a resource in answering questions related to school district related topics, communicate the educational vision, and provide ongoing progress updates to the school community through a targeted communication plan.

RSP: Facilitator (Board, Committee, and Public Forums). Utilize GIS data, knowledge gained from city jurisdictions and others to create accurate enrollment projections and facilitate meetings that produce positive, meaningful dialogue for the BOE to consider in a solution to have World Class Educational experiences for all students.

Committee: Discuss and analyze information, as well as engage in conversation with other committee members and the community. Examine options presented and evaluate based on the community values and prioritized framework established by the Board of Education, ultimately leading to a recommendation the BOE will consider to implement for a Facility Master Plan.

Community: Review options and provide constructive feedback so the committee and/or Board can consider how any of these ideas might benefit student educational experiences.

A Process with the End in Mind



Re-Imagine
Re-Envision
Re-Invest

ACE (Academics, Culture, Economics)

Cedar Rapids
Community School District
Excellence for All

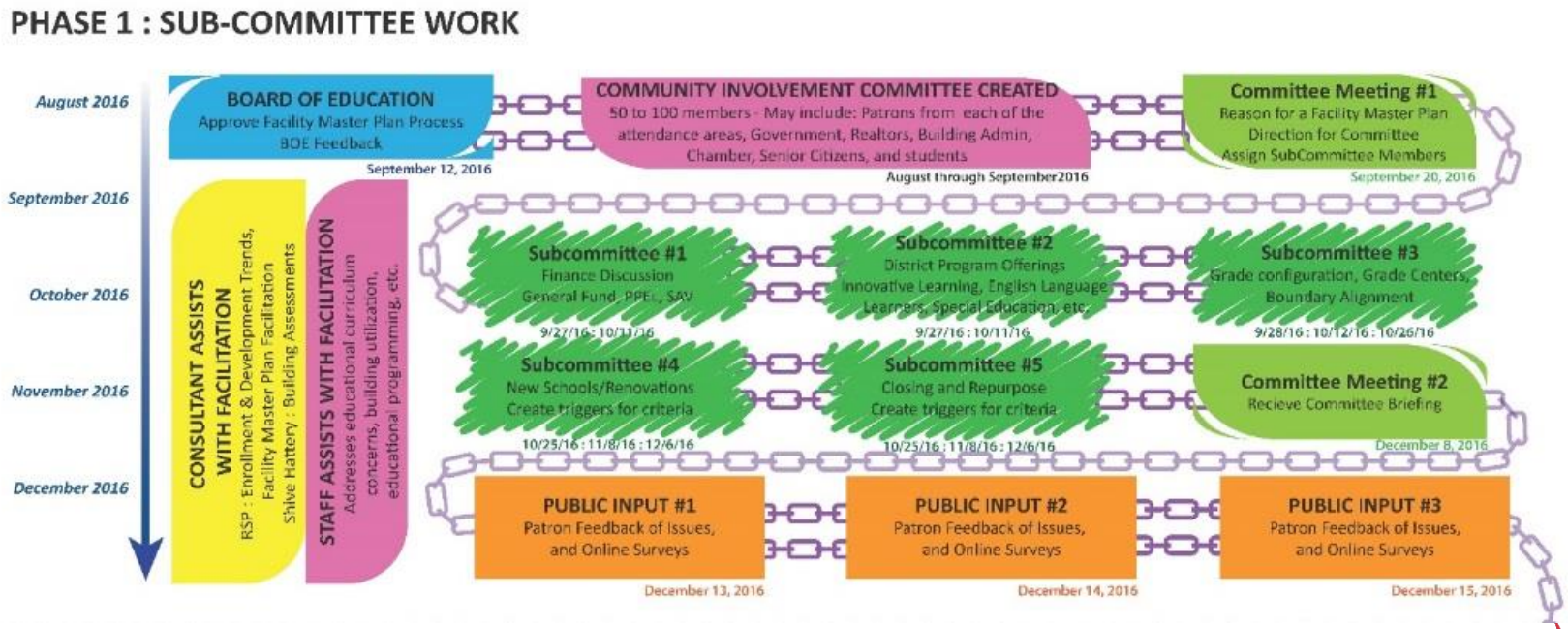
Re-Imagine
Re-Envision
Re-Invest

Phase 1: Subcommittee Work

Purpose of Phase 1:

- Provide information about the process – BOE expectations
- Create experts in specific content
  - Subcommittee 1 – Finance
  - Subcommittee 2 – Teaching and Learning
  - Subcommittee 3 – Grade Configuration, Grade Centers, Boundary Alignment
  - Subcommittee 4 – New Schools/Renovations
  - Subcommittee 5 – Closing and/or Repurpose
- Create Belief Statements that will guide the decision making in Phase 2 (These Can Be Provided Upon Request)

*Focus always comes back to **ACE** – Teaching and Learning as the Focus of decision making to positively impact student learning.*



Re-Imagine
Re-Envision
Re-Invest

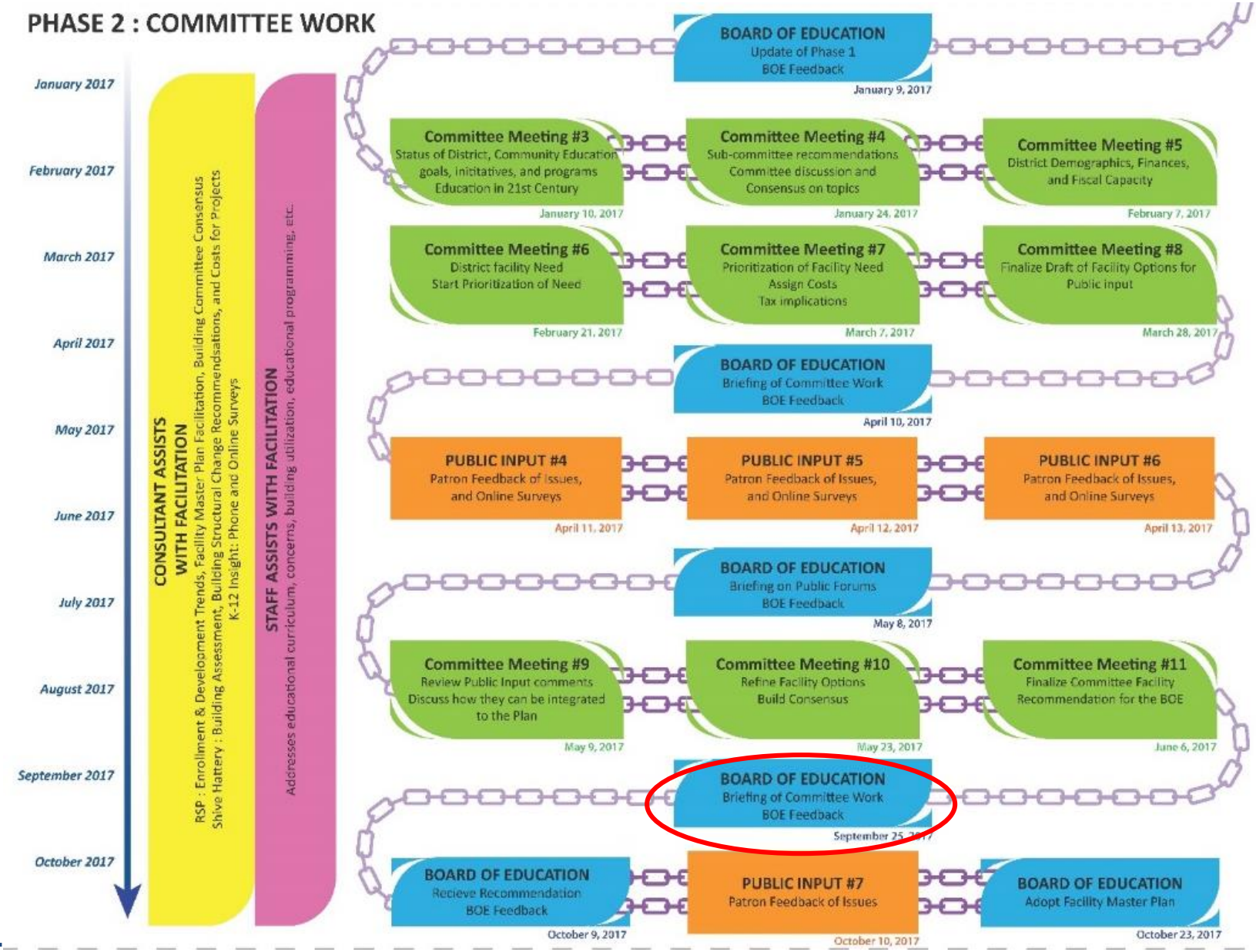
Phase 1: December Public Input/Survey

Key Take Away from Survey:

- Only about 11% of surveys K12 sent out were completed
  - Could be a result of happening near Winter Break and not understanding the survey
  - Over 50% of respondents checked they do not live in Cedar Rapids School District
- Many people chose "Did Not Know"
  - Both District and RSP will work to get information out to public
- Greater than 70% support building new schools if renovation costs were greater than 50% of new school
- About 40% support larger elementary schools (4 or 5 section) beyond the typical three section school
- Significant agreement on some of the following themes:
  - The need for flexibility of spaces that currently are lacking in schools
  - Need for 21st Century learning environments
  - Students should have needed academic supports
  - Closing schools should be considered ONLY after all other options have been explored
- Many people were confused by the survey – this will not happen for April Surveys
  - Working to create more time to minimize vague, confusing, or leading questions
  - Both Cedar Rapids and RSP will collaboratively ensure K12 has correct content

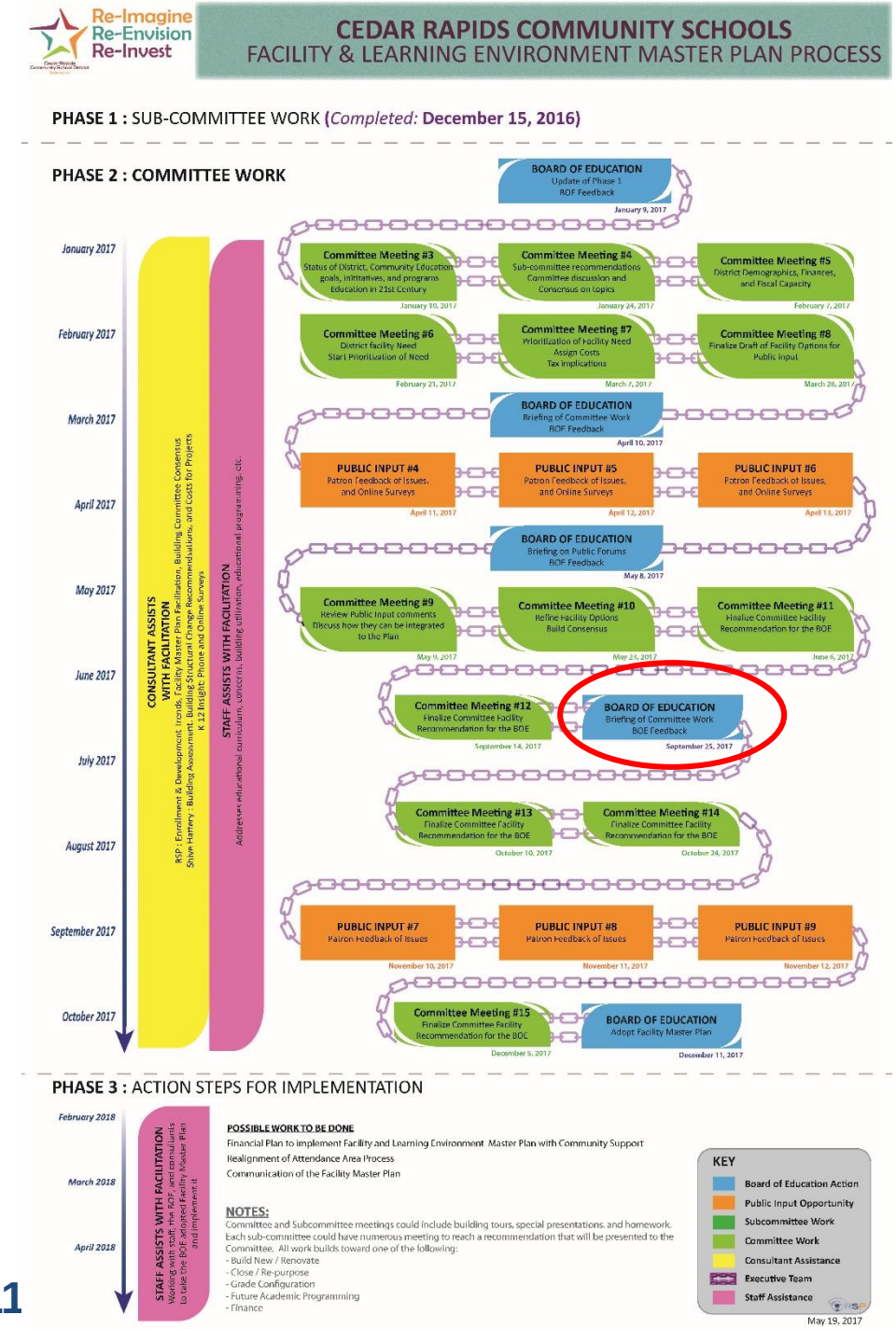
Part 2:
Phase Two

Phase 2 : Time Line



Re-Imagine
Re-Envision
Re-Invest

Process Updated



Meetings:

- BOE: 6 (Reduced One)
- Committee: 15 (Added Four)
- Subcommittee: 13
- Public Input: 9 (Added Two)
- District Team: 45

Utilize existing Building Assessments and project baseline from the 2013 Facility Master Plan

*Focus always comes back to **ACE** – Teaching and Learning as the Focus of decision making to positively impact student learning*

Re-Imagine
Re-Envision
Re-Invest
Cedar Rapids Community School District
Excellence for All

Phase 2: Key Elements/Goals

Key Elements of Phase 2:

- Refine Belief Statements – Committee Completed
- Continue to build on Enrollment, Demographic, Development, School Capacity, Finance, and other needed information
- Building Tours
  - In District Buildings (January 24, 2017 and January 25, 2017)
  - Regional School Districts (January 24, 2017 and January 25, 2017)
  - Kansas City Districts (January 26, 2017)
- Create Scenarios/Options
- Public Input Sessions (April 11,2017, April 12, 2017, April 13, 2017)
- Survey (April 18, 2017 to April 28, 2017)

*Focus always comes back to **ACE** – Teaching and Learning as the Focus of decision making to positively impact student learning*

Phase 2: Belief Statements

Financial

1. We believe financial investments in school infrastructure should:
   - Promote 21st Century researched-based learning and best teaching practices
   - Accommodate new growth
   - Provide the ability to reinvest or divest in existing areas
2. We believe collaboration with public/private opportunities is imperative to address limited funding and to meet our goals for our children.

District Program Offerings

1. We believe ALL students should have access to programming appropriate to their individual strengths and needs to be college, career and future ready

   (Special Programming (SPED), English Language Learners (ELL), Early Childhood (EC), Advanced Placement Program (AP), Iowa Big, Science, Technology, Engineering, Arts, and Mathematics (STEAM), Leadership, etc.)
2. We believe in creating environments that have equipment and spaces that are conducive to 21st century learning*...with stakeholder (i.e., teachers, parents, students, etc.) input.

   *21st Century Learning—applying real work situations, problem-solving, working with others, developing creative and critical thinking skills

Grade Configuration and Boundary Criteria

1. We believe the district should utilize their resources to provide optimal student center opportunities to learn and be successful.
2. We believe there should be minimal school transitions for students.

New Schools / School Renovations

1. We believe all learners are entitled to quality, contemporary, flexible learning centers.
2. We believe school spaces and amenities must be flexible and sustainable to accommodate current and future educational needs.

Closing Schools and/or Repurpose

1. We believe the decision to close or repurpose a school should consider qualitative, as well a quantitative data. These considerations may include: (use survey responses in order to prioritize)
   - *Accessibility*
   - *Safety*
   - *Student Performance (Growth and Absolute)*
   - *Cost of Operations*
   - *Enrollment, Demographic, and Development Trends*
   - *Traditions and contributions to a neighbor hood (cultural and economic)*
   - *Neighborhood (geography)*
   - *Community input*
   - *Maintenance, updates, repairs*
   - *Educational Programming data (student performance, programming options etc.)*
2. We believe the district needs to be able to financially support the facilities in its inventory and provide relevant and innovative learning environments.
3. We believe that if a school needs to be closed or repurposed, public input will be a part prior to the discussion.

NOTES:

These changes came through several activities and committee feedback so the list of nearly 50 items would have more meaning in the process and for future district decisions concerning the following five topics:

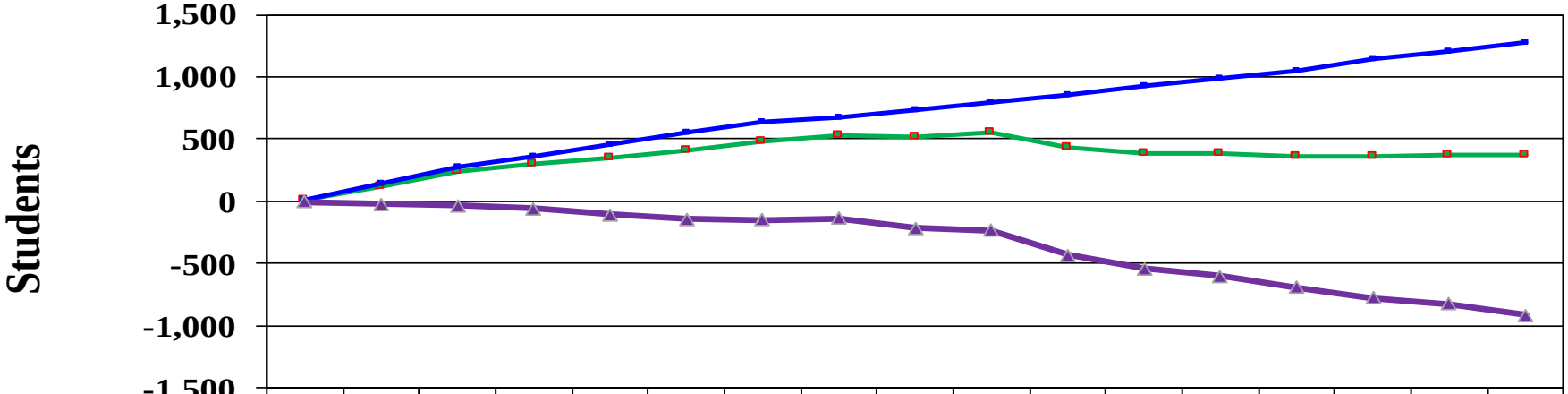
- Financial
- District Program Offerings
- Grade Configuration and Boundary Criteria
- New Schools / School Renovations
- Closing Schools and/or Repurpose

Re-Imagine
Re-Envision
Re-Invest

Phase 2: Budget Information Overview

- ✓ P.P.E.L. Promise: Ten Years $90M
  Identified Needs: $200 M
- ✓ F.Y. 16 Outstanding Debt: $120.5 M
- ✓ Legal Debt Limitation: $445.9M
- ✓ Bond Issue: $2.70 Tax Increase = $183.5 M
- ✓ Bond Issue: $4.05 Tax Increase = $281 M
- ✓ S.A.V.E. Fund 20 Year Extension:
  C.R. School District = $687,737,893
  If Diversion Occurs = $505,910,508

Digging Deeper: Open Enrollment



	FY 91	FY 93	FY 95	FY 97	FY 99	FY 01	FY 03	FY 05	FY 07	FY 09	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
In	12	123	242	304	349	413	482	535	521	557	431	388	389	361	363	378	369
Out	16	147	276	363	456	558	632	672	736	793	861	929	988	1,054	1,140	1,200	1,283
Net	-4	-24	-34	-59	-107	-145	-150	-137	-215	-236	-430	-541	-599	-693	-777	-822	-914

Total losses $42.4 million since inception.

Data Source: FTE of open enrolled in and out public students, Annual Certified Enrollment

Revised 10-18-16

- "Out" students are students who live in the Cedar Rapids School District who choose to attend a different public school district. The number of "out" students has increased significantly.
- "In" students are students who live within the boundaries of another public school district, but choose to attend the Cedar Rapids School District.
- Net open enrollment In/Out enrollment has increased.

Re-Imagine
Re-Envision
Re-Invest

Phase 2: Committee Reasons For ES Size

Reasons the committee decided on a 600 student school (4 section per grade school):

- Better balance of student and class size
- More section options for students and teachers
- Better menu of educational services (such as special education, gifted education, preschool, etc.)
- Full-time specials (such as art, physical education, music, etc.) teachers in every school
- Greater opportunity for teacher collaboration and professional development
- Class sizes similar or smaller than current model creating flexibility for student educational need
- School design would minimize interaction between younger and older students
- Increased utility operating efficiency
- Opportunity for other community use of facility (gym, cafeteria, collaborative areas)

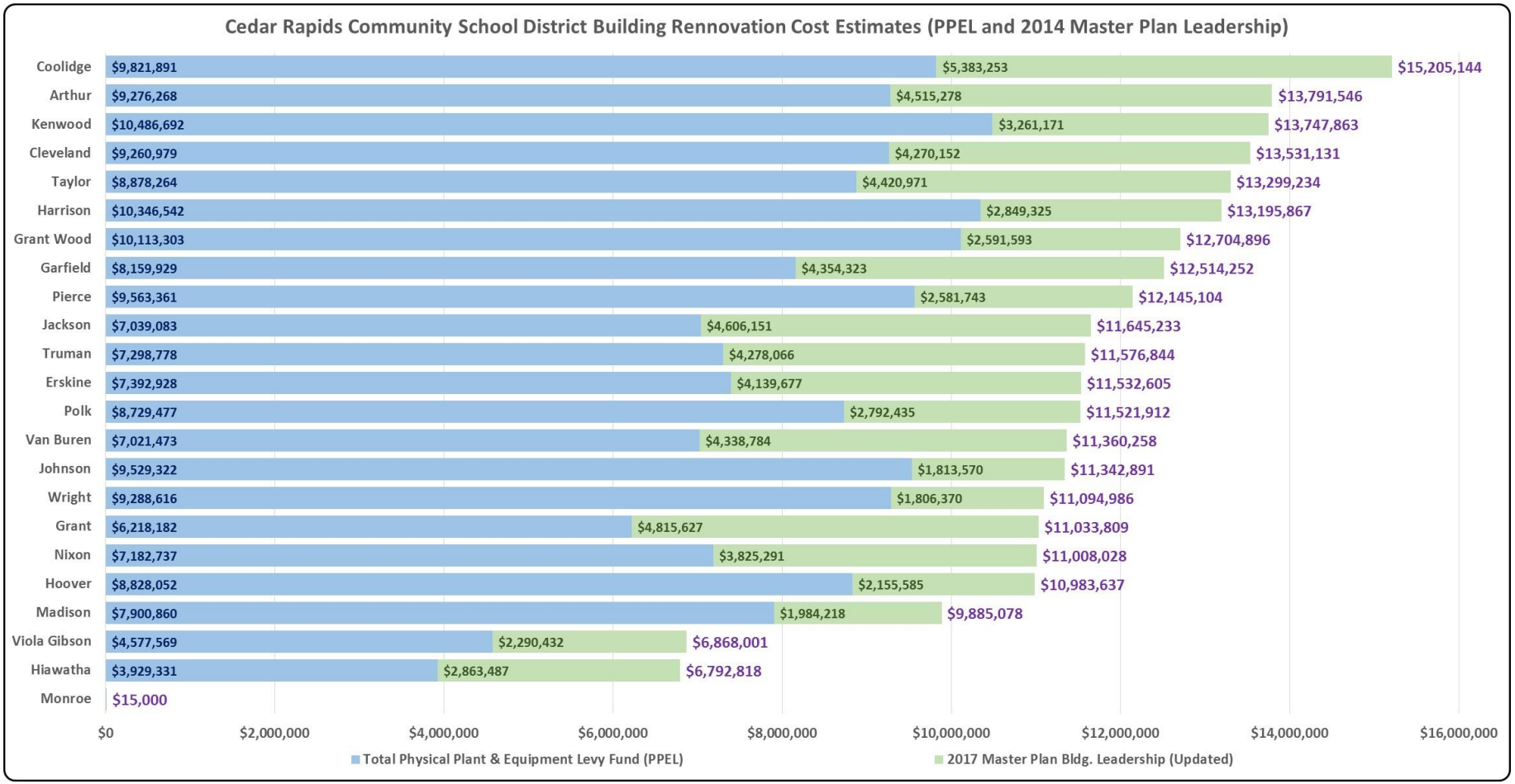
The committee recognized the following may be factors for having a smaller than 600 student school

- Existing site option not conducive for a larger school foot print
- Sites in the area where a school should be located not conducive for a larger school foot print
- Student educational need requires a different setting

*Focus always comes back to **ACE** – Teaching and Learning as the Focus of decision making to positively impact student learning*

Re-Imagine
Re-Envision
Re-Invest

Phase 2: School Renovation Cost

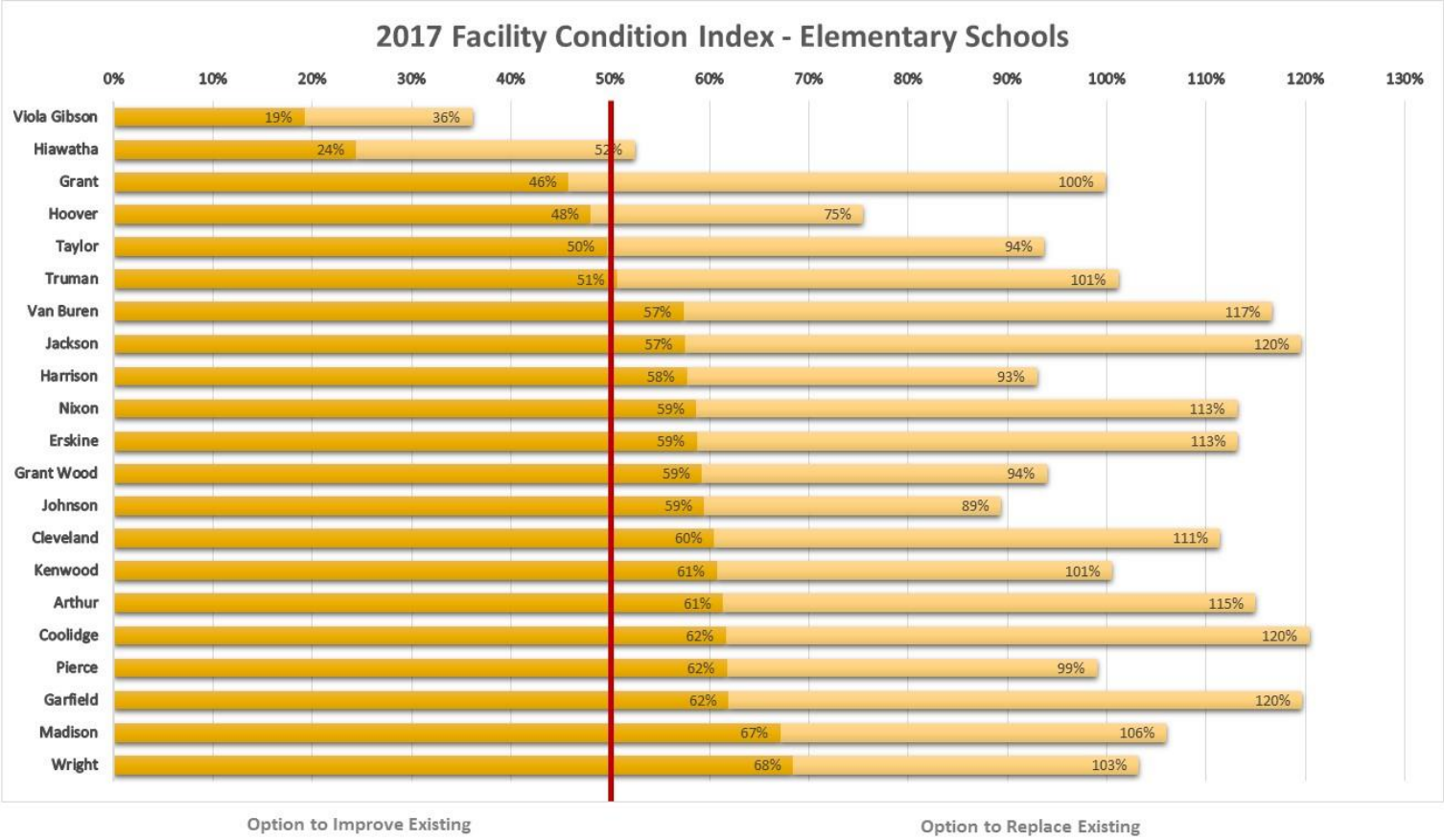


Graphic Explanation

- Shows the PPEL, 2017 Master Plan Building Leadership, and Total Building Cost
- Total School Renovation Cost = $256,796,136
- In Elementary options Monroe and Polk not in calculations

Re-Imagine
Re-Envision
Re-Invest

Digging Deeper: ES **Facility** Cost Index



Legend:

2017 Facility Improvement Needs (PPEL)

2013/16 Master Facility Plan Identified Projects

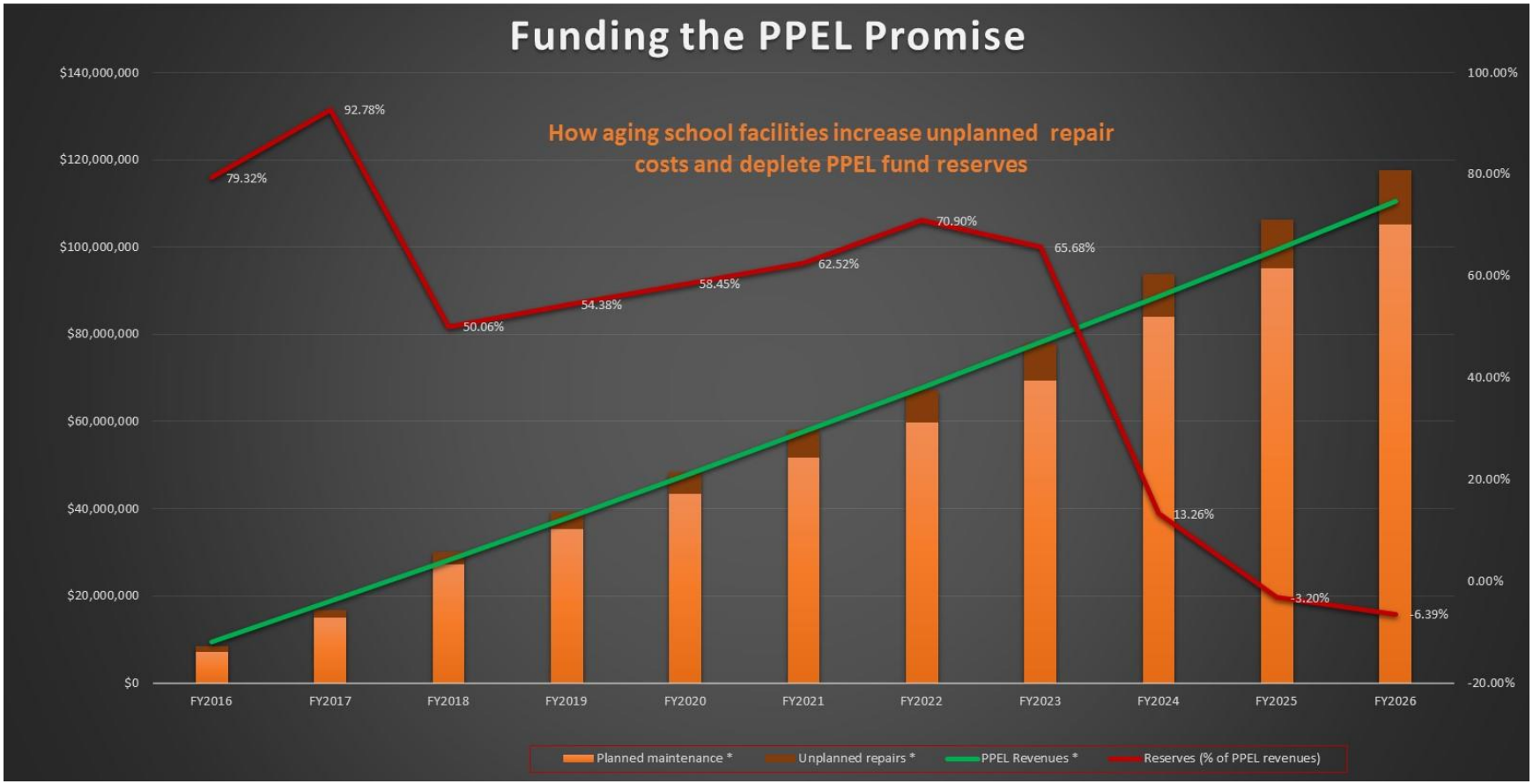
Facility Condition Index = Dollar of Improvements / Cost of Replacement

Graphic Explanation

- When Greater than 50% (Red Vertical Line) would potentially indicate the facility would be more cost efficient to replace the existing structure

Re-Imagine
Re-Envision
Re-Invest

Digging Deeper: PPEL Promise Information

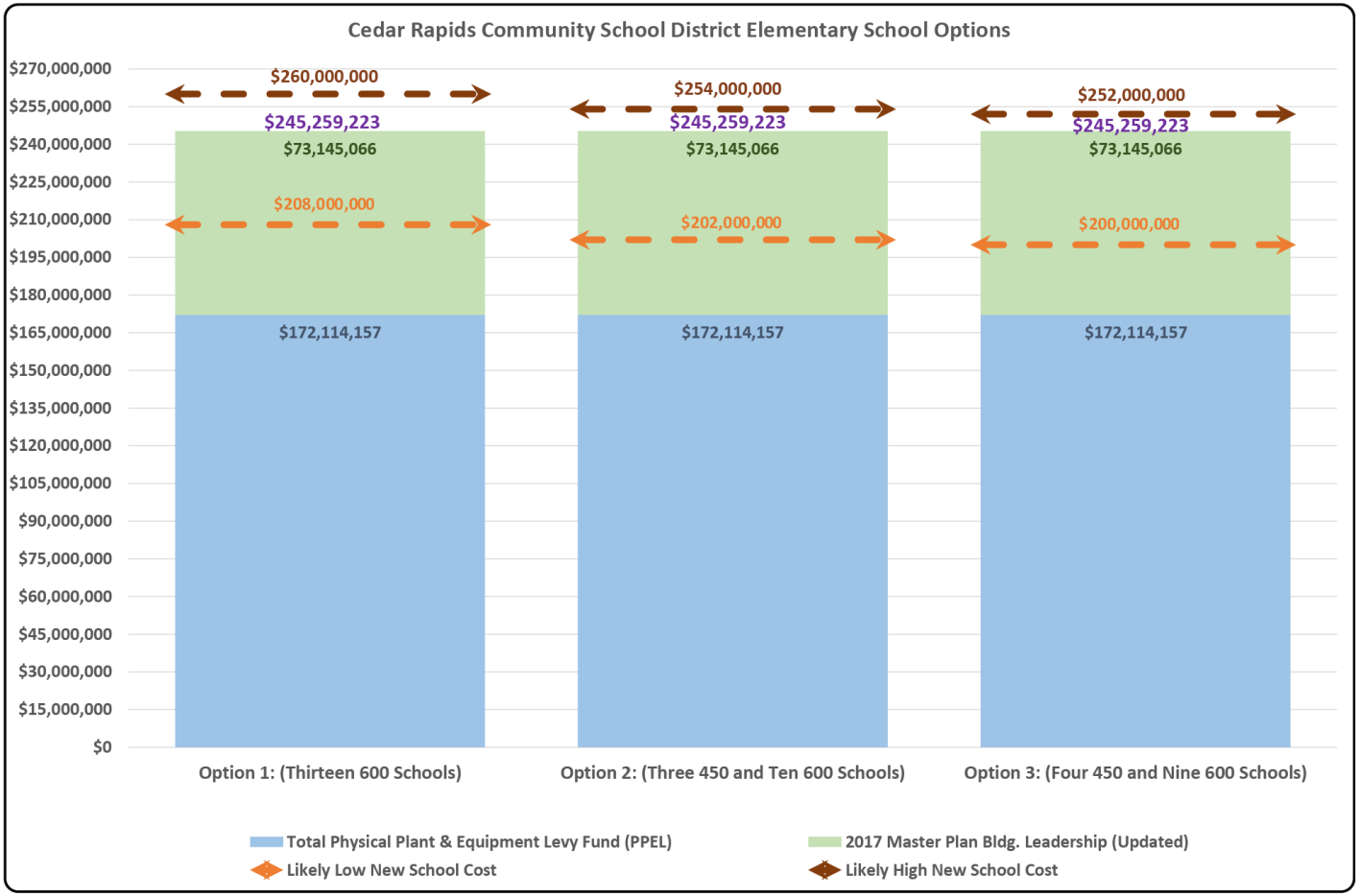


Graphic Explanation

- The PPEL Promise is a limited list of "essential & funded" District facility repair needs totaling $102.9 million (inflation adjusted here).
- PPEL reserves are currently $7.5 million and have ranged between $5.0 - $7.5 million in the last five years. These reserves act as a savings account to be used in case of emergencies and other unplanned facility repair needs.
- As District facilities continue to age, there is an increasing reliance upon PPEL reserves to pay for a growing list of unplanned facilities repairs. If this increased reliance on PPEL reserves continues at its present rate, reserves will be completely exhausted by 2024. Leaving the PPEL Fund unable to pay for unplanned facilities needs.

Re-Imagine
Re-Envision
Re-Invest

Digging Deeper: Consolidation Cost Savings



NOTES:

600 Elementary school cost is between 16MIL and 20MIL

450 Elementary school cost is between 14MIL and 18MIL

Any site acquisition is not in the numbers provided

Monroe and Polk ES not in calculations

Grant, Hiawatha, and Viola Gibson have either had substantial enhancements or are newer so likely will not be schools built new

Additional savings realized in the general operating fund because reduction of inventory creates staffing efficiencies

Graphic Explanation

- Option 1 Potential Cost Difference = **-$14,800,000 to +$37,300,000** (Capacity: 7,800 students)
- Option 2 Potential Cost Difference = **-$8,800,000 to +$43,300,000** (Capacity: 7,350 students)
- Option 3 Potential Cost Difference = **-$6,800,000 to +$45,300,000** (Capacity: 7,200 students)

Re-Imagine
Re-Envision
Re-Invest

Digging Deeper: General Fund Costs for ES

Revised: 5-19-17

A Comparison of Essential General Fund Costs to Operate an Elementary Building

	Current State 21 Elementary Buildings			Possible Future State 13 Elementary Buildings @ 600 students each (total 7,800 students)			Estimated Annual Savings	Possible Future State 18 Elementary Buildings @ 450 students each (total 7,650 students)			Estimated Annual Savings
Description	Bldg FTE	Bldg Costs	Total Costs	Bldg FTE	Bldg Costs	Total Costs	Total Net	Bldg FTE	Bldg Costs	Total Costs	Total Net
Essential Staff											
Counselor	1.0476	$80,680	$1,694,282	1.0000	$77,013	$1,001,166	$693,115	1.0000	$77,013	$1,386,230	$308,051
Crossing Guard	0.2690	$5,122	$107,552	0.5000	$9,518	$123,732	-$16,180	0.5000	$9,518	$171,322	-$63,770
Custodial Engineer	1.0000	$59,742	$1,254,590	1.0000	$59,742	$776,651	$477,939	1.0000	$59,742	$1,075,363	$179,227
Custodian I	1.0000	$53,909	$1,132,091	1.0000	$53,909	$700,818	$431,273	1.0000	$53,909	$970,364	$161,727
Custodian II	0.0238	$996	$20,922	1.0000	$41,844	$543,972	-$523,050	0.5000	$20,922	$376,596	-$355,674
Elementary School Principal	1.0000	$155,869	$3,273,252	1.0000	$155,869	$2,026,299	$1,246,953	1.0000	$155,869	$2,805,645	$467,607
Elementary Principals Secretary	1.0000	$45,756	$960,877	1.0000	$45,756	$594,829	$366,048	1.0000	$45,756	$823,609	$137,268
Facilitator	0.1905	$14,525	$305,021	1.0000	$76,255	$991,318	-$686,297	1.0000	$76,255	$1,372,595	-$1,067,574
Health Secretary	0.8714	$30,378	$637,945	1.0000	$34,860	$453,185	$184,760	0.8750	$30,503	$549,051	$88,894
Media Secretary	0.8569	$28,590	$600,396	1.0000	$33,363	$433,721	$166,676	0.8750	$29,193	$525,470	$74,927
Media Specialist	0.4286	$34,620	$727,010	0.5000	$40,389	$525,063	$201,947	0.5000	$40,389	$727,010	$0
Nurse	0.3600	$28,689	$602,464	0.5000	$39,846	$517,992	$84,472	0.5000	$39,846	$717,219	-$114,755
Specials - Art	0.7256	$53,335	$1,120,044	1.0000	$73,506	$955,575	$164,469	0.7500	$55,129	$992,328	$127,716
Specials - Health & PE	0.7250	$54,168	$1,137,522	1.0000	$74,714	$971,283	$166,239	0.7500	$56,036	$1,008,640	$128,882
Specials - Music	0.7488	$57,981	$1,217,607	1.0000	$77,431	$1,006,607	$211,000	0.7500	$58,073	$1,045,322	$172,285
Total Essential Staffing Costs	**10.2473**	**$704,361**	**$14,791,576**	**13.5000**	**$894,016**	**$11,622,211**	**$3,169,365**	**12.0000**	**$808,154**	**$14,546,763**	**$244,813**
Utilities & Inspections	Sq/ Ft.	Bldg Costs	Total Costs	Sq/ Ft.	Bldg Costs	Total Costs	Total Net	Sq/ Ft.	Bldg Costs	Total Costs	Total Net
Electricity	$0.701	$32,914	$691,190	$0.950	$90,250	$1,173,250	-$482,060	$0.950	$66,500	$1,197,000	-$505,810
Natural Gas	$0.255	$11,973	$251,432	$0.040	$3,800	$49,400	$202,032	$0.040	$2,800	$50,400	$201,032
Water	$0.088	$4,147	$87,094	$0.090	$8,550	$111,150	-$24,056	$0.090	$6,300	$113,400	-$26,306
Telephone		$656	$13,777		$700	$9,100	$4,677		$700	$12,600	$1,177
Disposal/Hauling		$2,085	$43,788		$3,369	$43,797	-$9		$2,444	$43,992	-$204
Mandated Inspections		$1,063	$22,331		$1,405	$18,265	$4,066		$1,150	$20,700	$1,631
Alarm/Elevator Monitoring		$510	$10,715		$1,000	$13,000	-$2,285		$1,000	$18,000	-$7,285
Total Utilities & Inspections		$53,349	$1,120,327		$109,074	$1,417,962	-$297,635		$80,894	$1,456,092	-$335,765
Total General Fund		**$757,710**	**$15,911,903**		**$1,003,090**	**$13,040,173**	**$2,871,730**		**$889,048**	**$16,002,855**	**-$90,952**
		Bldg Ave	Totals		Bldg Ave	Totals	Change		Bldg Ave	Totals	Change
Building Square Feet		46,936	985,658		95,000	1,235,000	249,342		70,000	1,260,000	274,342

Re-Imagine
Re-Envision
Re-Invest

Conceptual Plan at Summer Break

Shown below are the responses provided by the committee for Sites To Build New Elementary Schools

- Build Thirteen new elementary schools – Committee has been over 90% in support
- Capacity goal for new schools should be 600 students
- Keep 13 Sites (Per Committee Table Activities):
  - Jefferson HS (Cleveland, Coolidge, Grant, Hoover)
  - Kennedy HS (Harrison, Hiawatha, Jackson, Pierce, Viola Gibson)
  - Washington HS (Arthur, Erskine, Johnson, Wright)
- Eliminate 8 Sites (Per Committee Table Activities):
  - Jefferson HS (Taylor, Truman, Van Buren)
  - Kennedy HS (Madison, Nixon)
  - Washington HS (Garfield, Grant Wood, Kenwood)
- Metro HS:
  - Need more information on location of students
  - Need more information about educational programming and space need
  - Could consider at Wilson MS or another site option

NOTE:

- The criteria used to determine Keep or Eliminate sites was based on having 70% or greater committee response during the discussion about each site

Defining Sustainability (Step One)

Committee District Level Discussion

Committee Meeting #12 was held on September 14, 2017. At this meeting, the committee participated in an activity designed to assist the committee in developing a definition of sustainability that would be used by the CRCSD Facility Master Plan Process.

Committee Brainstorming:

- Moving forward
- Letting the past go
- Adaptability
- Appreciative opportunity
- Growth – grow
- Regenerate
- Support from community
- Community growth
- Responsibility
- Bring future to the present
- Transition
- Future ready
- Financial sustainability
- Maintain ability
- Purposefully adaptable buildings
- Efficient/effective
- Interactive community
- Advancement
- Within known resources
- 21st century learning
- Strategic plan
- Long term
- Student success/employability
- Healthy community = physical/social/environmental

Five Words to include in sustainability definition:

- Efficiency, effective, flexible, innovative, manageable
- Prioritizes, resources, learner success, quality
- Continues into the future, adaptable, financially viable, student centered
- Thrive, optimize, resources, adaptable, future
- Environmental, economic, social, sustainability

Scenario Development

Committee Scenario Discussion

Committee Meeting #12 was held on September 14, 2017. At this meeting, the committee participated in an activity designed to assist the committee in developing a scenario based on Academics, Culture, Economics (ACE), Committee Belief Statements, and the Facility Planning Process tagline of "RE-Imagine, RE-Envision, RE-Invest".

Committee Brainstorming:

RSP created a simulation activity that had three rounds which helped the committee discussion to prioritize the how or what should be done based on a certain number of assumptions (i.e. number of sections in an ES, Unfunded PPEL, Leadership Request). The following were the objectives:

1. Round One Objective: Begin the conversation about Committee agreement of items from the June 2017 meeting.
2. Round Two Objective: Continue the conversation about what needs to be considered for a plan with the given financial constraints working toward having logic/reasoning to the formation of a plan to ensure students will be college and career successful.
3. Round Three Objective: Finalize and present to the committee the creation of a plan that meets the given financial constraints to Re-Imagine, Re-Envision, and Re-Invest in the Cedar Rapids Schools.

Committee Gets Real:

The Activity became challenging in Round Two when limitations of funding was introduced at each table to include:

- SAVE Extension
- Bond Referendum
- Combination

Next Step: Take the Committee Brainstorming information and create a statement that will support the Facility Planning Process tagline to "RE-Imagine, RE-Envision, RE-Invest", but yet still support the Realities of Academics, Culture, and Economics (ACE)

Part 3:
Phase Three

Phase 3

Purpose of Phase 3:

- Help provide the framework to what options the District will have to implement the work done in Phase 2
- Because there is not yet any Committee Recommendation nor any scope of what could or should be done, it is not yet known what those options could be
- The Belief Statements that will guide to how to implement the work recommended by the committee and adopted by the Board of Education

*Focus always comes back to **ACE** – Teaching and Learning as the Focus of decision making to positively impact student learning.*

Re-Imagine
Re-Envision
Re-Invest

Questions:

What questions do you have which will help the committee work toward the recommendation the Board receives in December?

<u>Next Committee Meeting:</u>

- October 10, 2017

NOTES