


# COUNCIL COMMUNICATION

	Number:	<b>24-296</b>	Meeting:	<b>July 15, 2024</b>
	Agenda Item:	<b>51</b>	Roll Call:	<b>24-0979</b>
	Submitted by:	<b>Dana Wingert, Chief of Police</b>		

## AGENDA HEADING:

Approval of an exception to the procurement ordinance competitive bidding requirements and an amendment to the cost sharing agreement between the City of Des Moines and the Des Moines Independent Community School District related to the School Crossing Guard Program.

## SYNOPSIS:

The City Council approved a negotiated agreement between the City and the Des Moines Independent Community School District on May 22, 2023 (Roll Call No. 23-0756) for sharing costs associated with the School Crossing Guard Program. The City agreed to reimburse the School District up to \$230,000 per year with increases capped at 5% a year. The agreement was amended September 19, 2023, to extend the agreement until June 20, 2024.

The City wishes to continue using the same agreement with a new amendment to extend the services date for one (1) year with annual renewal options and increase the maximum amount paid by the City to \$330,129 with a 5% increase per year cap. The increase is based on increased costs of attracting and retaining a sufficient number of crossing guards to ensure coverage of each high traffic intersection. The City Manager supports this service being procured and finds that such services were competitively procured by the District pursuant to competitive procurement procedures substantially equivalent to those set forth in Des Moines Municipal Code Section 2-726(b)(19) which provides for exceptions to the procurement ordinance.

## FISCAL IMPACT:

Amount: Not-to-Exceed \$330,129 Annually with Maximum Increases of 5% Per Year

Funding Source: Adopted Operating Budget for Fiscal Year (FY) 2025, Page 200

## ADDITIONAL INFORMATION:

- The School Crossing Guard Program was established in 1964 with an agreement to place crossing guards at high traffic intersections to assist school age youths in crossing the street while walking towards the school building. The program was coordinated by the Des Moines Police Department. In 2017, the City chose a third-party vendor to manage and oversee the program. The School District agreed to pay 50 % of the total cost of the vendor's contract. In 2022, the City negotiated with the School District to assume the oversight of the program and establish a contract with a third-party vendor.

- On May 22, 2023, the City Council approved (Roll Call No. 23-0756) a cost sharing agreement, that had been negotiated by City staff with the School District, which authorized reimbursements up to \$230,000 per year to the School District to support the School Crossing Guard Program. This agreement also included a yearly 5% increase cap. An amendment to the agreement was signed on September 19, 2023, to extend the renewal of the agreement through June 30, 2024.

**PREVIOUS COUNCIL ACTION(S):**

Date: May 22, 2023

Roll Call Number: [23-0756](#)

Action: [Exception](#) to the procurement ordinance competitive bidding requirement for good cause and execution of a cost sharing agreement with the Des Moines Independent Community School District for the School Crossing Guard Program, not to exceed \$230,000 per year. ([Council Communication No. 23-265](#)) Moved by Gatto to adopt. Second by Boesen. Motion Carried 6-1. Absent: Sheumaker.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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