



## POLICE DEPARTMENT

---

222 South Walnut Street • Appleton, WI 54911-5899  
(920) 832-5500 • Fax (920) 832-5553  
<http://www.appleton.org/police>

TO: Alderperson Croatt – Chairperson Safety & Licensing Committee

FROM: Chief Polly Olson

DATE: April 24<sup>th</sup>, 2024

RE: Sole Source Memo for ACMS Crossing Guards Contract – Action Item

The Police Department is requesting to renew an existing contract with All City Management Services, Inc. (ACMS), which provides management and oversight for crossing guard services to the City of Appleton and the Appleton Area School District.

The original contract with ACMS was signed in 2018 after going thru the RFP process. ACMS directly employs the existing crossing guards who have been providing exceptional service to the families in the City of Appleton. Many of these guards were previous City of Appleton employees.

For 2024, there should be little, if any, financial impact with the new contract. The estimate was \$2,000 with 50% paid by AASD. A lower rate was negotiated for the 2024-2025 school to stay within budget.

For 2025, our estimate based on new rates would be an increase of \$10,000 with 50% paid by the AASD – our cost is \$5,000. This could be less with vacancies which regularly occur.

ACMS has worked exceptionally well with us through staffing shortages, COVID-19 schedule interruptions, and wage disputes with their employees. Due to the lack of suitable local alternatives and our satisfaction with the company, we are asking the Safety & Licensing Committee to approve this three-year contract renewal as a sole source provider.