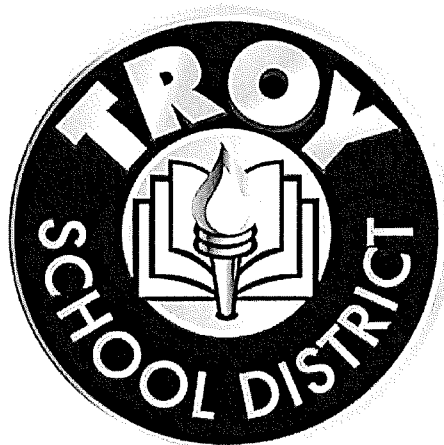


**REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS AND WAREHOUSE SERVICES**

RFP #9881



**TROY SCHOOL DISTRICT
Attention: Robert Carson
4400 Livernois Road
Troy, Michigan 48098
Telephone: (248) 823-4061**

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I. OVERVIEW

1.1 PURPOSE

Troy School District (the "School District") currently provides a high level of custodial, grounds and warehouse services for its Facilities through a third-party service provider to ensure that the staff, students and community users of the School District's Facilities have a safe, healthy, functional and legally compliant environment that makes a positive contribution to the educational processes, business processes and community uses conducted within those Facilities. The purpose of this Request For Proposals For Custodial, Grounds & Warehouse Services (the "RFP") is to solicit proposals under which a contractual relationship may be established with a qualified entity to provide the Custodial Services and/or Grounds Services and/or Warehouse Services requested herein to the School District in the most efficient and cost-effective manner possible while, at the same time, maintaining the highest level of safety and reliability. The School District may select one or more qualified entity(ies) to proceed with the negotiation process from those submitting Proposals. The process will include the review and evaluation of methods and procedures used to provide effective Custodial Services, Grounds Services and/or Warehouse Services for the School District within the scope of this RFP. Past experience will also be judged through the references of each entity. Staffing and experience with other public school district operational services must be included in the entity's qualifications and these references will be a component of the School District's review of each Proposal. A major portion of the negotiations will include the financial terms of the Contract.

1.2 OBJECTIVE OF RFP

The primary objective of this RFP is to offer experienced professional custodial and grounds services entities the opportunity to present (2) two thoroughly detailed Proposals of their expertise and approach in providing and performing comprehensive Custodial, Grounds and Warehouse Services and assisting school districts of similar size and scope as the School District with its custodial and facility processes. **The proposals will consist of (a) a representation of the School District's Current Staffing and Operations Procedures and (b) a 100% Turn-Key Operation utilizing the Contractor's knowledge and expertise to recommend staffing levels, consumable supplies and cleaning chemicals, supplies & equipment.** It should also be noted that the School District will consider Voluntary Alternates submitted in response to this RFP. The secondary objective of this RFP, subject to the terms and conditions of the Contract, is to establish a mutually beneficial relationship with a professional entity under which the Custodial and/or Grounds Services and/or Warehouse Services will be performed. Each Proposal must detail the Contractor's services approach in order to allow the School District to properly and promptly evaluate each Proposal, and the failure to do so may cause the School District to reject said Proposal. The School District, in its sole and absolute discretion, will select the Proposal(s), if any, that it deems most qualified to serve the best interests of the School District, and may elect to move forward with all, some or none of the Services contemplated herein. The School District, in its sole and absolute discretion, reserves the right to request post-Proposal interviews from all, some or none of the entities submitting Proposals. The School District

reserves the right to select different vendors to perform the different Services contemplated under this RFP.

1.3 SCHOOL DISTRICT PROFILE

The School District is located in Oakland County, Michigan. The School District has a current enrollment of approximately 13,500 students in grades Pre K-12 (including a post high program to age 2. The School District operates twenty-five (25) buildings, which include twenty (20) school buildings (twelve (12) elementary, four (4) middle and (4) high schools (two (2) traditional, two (2) non-traditional), one (1) pre-school building (opening in August 2019), as well as four (4) educational support buildings (each a "Facility" and collectively the "Facilities"). These Facilities contain approximately 2,200,000 square feet of space which must be cleaned and maintained daily.] In addition to regular weekday uses for both educational and co-curricular activities, scheduled use of the Facilities regularly occurs after school and on weekends. These additional uses are relatively common, especially at the high schools. **Please refer to the accompanying information and attachments for requisite operational information relative to the School District's Custodial, Grounds Services and Warehouse Services.**

1.4 SELECTION TIMELINE

The School District's anticipated timeline or its selection process is:

Issuance of this RFP	March 21, 2019
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<u>Mandatory</u> Pre-Proposal Conference and Facilities Tour	9:00 a.m., March 29, 2019
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Deadline for written Requests for Clarifications	1:00 p.m., April 1, 2019
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DUE DATE FOR PROPOSALS	1:00 P.M., APRIL 4, 2019
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Contractor Interviews and Presentations	1:00 p.m. – 5:00 p.m., April 8, 2019
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School District's Consideration of the Contract	April 16, 2019
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Implementation of Contract	July 1, 2019
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PLEASE NOTE: 1) Throughout the remainder of this RFP, a prospective Custodial Services and/or Grounds Services and/or Warehouse Services contractor is referred to as the "Contractor;" and 2) the School District reserves the right, in its sole and absolute discretion, to make modifications to the above-selection timeline as it determines to be in its best interest.

1.5 PROPOSAL SUBMISSION DEADLINE AND REQUIREMENTS

The Due Date for receipt of Proposals is:

APRIL 4, 2019 at 1:00 p.m. local time (the “Due Date”)

1.5.1 **Proposal Envelope**: The opaque envelope containing your Proposal must be marked in the lower left hand corner as follows:

SEALED PROPOSAL ENCLOSED
CUSTODIAL, GROUNDS & FACILITY MAINTENANCE SERVICES
[Contractor's Name]
[Contractor's Address]
[Contractor's Telephone Number]

The envelope must also be addressed and delivered as follows:

TROY SCHOOL DISTRICT
Attention: Robert Carson
4400 Livernois Road
Troy, Michigan 48098

1.5.2 **Late Proposals**: Each Contractor is responsible for submission of its Proposal. Proposals or Proposal revisions received after the Due date will not be considered. The School District is not liable for any delivery or postal delay.

1.5.3 **Returned Proposals**: All Proposals received after the Due date will be unopened and made available to the respective Contractor for pick-up, at their sole cost and expense, for a period of two (2) weeks following the Due Date.

1.5.4 **Signed Original Proposal**: Each Proposal must be an original and hard copy, and signed by an authorized member of the Contractor's firm. This member should be the highest-ranking officer at the local level. NO ORAL, FAX or E-MAILED Proposals will be accepted. Each Proposal must be submitted on the Proposal Forms attached to this RFP.

1.5.5 **Copies of Proposal**: The Contractor shall also submit with the signed original Proposal, six (6) complete copies of the signed original Proposal and one electronic version of The Proposal. If there is any discrepancy between the hard copy Proposal and the electronic version, the hard copy shall control.

1.5.6 **Opening of Proposals**: At the specified location and Due Date stated above, all submitted Proposals shall be publicly opened and dated. Any interested parties may attend. No immediate decision will be rendered.

1.5.7 **E-Mail Clarifications**: The School District intends to communicate with Contractors via email (e.g., RFP clarifications and addenda). Except for the delivery of the Proposal itself, references in this RFP to “written” form of communications include email.

1.5.8 Additional Requests For Clarification: Prospective Contractors may request that the School District clarify information contained in this RFP. All such requests must be made in writing via e-mail. In order to increase the efficiency of the Pre-Proposal Conference and Facilities Tour and make it productive for all attendees, each Contractor may provide, via e-mail, any questions or clarifications it would like to be addressed at the Pre-Proposal Conference and Facilities Tour to the School District no later than **5:00 p.m., March 27, 2019.** The Pre-Proposal Conference and Facilities Tour will be used to address the questions received, as well as others that may be asked during the Pre-Proposal Conference and Facilities Tour. Following the Pre-Proposal Conference and Facilities Tour, the School District will accept, and will attempt to provide a written response to additional written Requests for Clarification within three (3) business days after the receipt of such request. The School District will not respond to any Request For Clarification received after **1:00 p.m. on April 1, 2019.** The response to any Request for Clarification will be posted to the School District's website and notification of such posting will be provided to all parties that attended the mandatory Pre-Bid Conference and Facilities Tour. All Requests For Clarification and inquiries must be made via e-mail and must be directed to rcarson@troy.k12.mi.us (Subject Line: Custodial, Grounds & Warehouse RFP Request for Clarification). No response will be made to any oral questions. All questions and answers will be posted on the School District's website. It is each Contractor's responsibility to check the School District's website prior to the RFP Due Date to ensure that it has received all of the information, including, but not limited to, all Addenda to the RFP.

1.5.9 Restrictions on Communication: From the issue date of this RFP until a Contractor is selected and the selection announced, a prospective Contractor shall not communicate about the subject to this RFP or a Contractor's Proposal with the School District, its Board of Education, or any individual Board member, administrator, faculty, staff, student or employee, except for the mandatory Pre-Proposal Conference and Facilities Tour, additional Requests for Clarification in accordance with Paragraph 1.5.8 above, or as otherwise required by applicable law.

1.5.10 Addenda to the RFP: If it becomes necessary to revise any part of this RFP, notice of the revision will be e-mailed in the form of an addendum to all parties that attended the mandatory Pre-Bid Conference and Facilities Tour. All addenda will be issued through the School District's website and all addenda shall become a part of this RFP. Each Contractor must in its Proposal, to avoid any miscommunication, acknowledge all addenda which it has received, but the failure of a Contractor to receive, or acknowledge receipt of, any addendum shall not relieve the Contractor of the responsibility for complying with the terms thereof.

1.5.11 RFP/Proposal Information Controlling: The School District intends that all Contractors shall have equal access to information relative to this RFP, and that this RFP contains adequate information. No information communicated, either verbally or in writing, to or from a Contractor shall be effective unless confirmed by written communication contained in an addendum to this RFP, a Request For Clarification or other written response thereto, or in the Proposal.

1.5.12 **Good Faith Deposit:** Each Proposal must be accompanied by a bid bond or certified check in an amount of 5% of the first year's total cost of the Contract, as a guarantee of Contractor's good faith on the part of the Contractor. If a bid bond is posted by a Contractor, it shall be from a surety licensed to do business in the State of Michigan and the attorney-in-fact who executes the bid bond on behalf of the Contractor shall attach a certified, current copy of its power of attorney. In the event a certified check is submitted, it shall be made payable to "TROY SCHOOL DISTRICT." The School District shall not be liable for any interest earned thereon. The good faith deposit shall be forfeited as liquidated damages, and not as a penalty, if the Contractor withdraws its Proposal after the Due Date for submission of Proposals or, upon award of its Proposal by the School District, Contractor fails to execute the finalized Contract and provide insurance and bonds acceptable to the School District, substantially evidencing and incorporating this RFP and its Proposal and/or fails to provide the required performance bond, if required, and the required insurance certificates, within fifteen (15) days of an award of a Contract to the Contractor. Good faith deposits shall be returned to all unsuccessful Contractors within a reasonable time after the award of a Contract and execution of a Contract by the successful Contractor.

1.5.13 **Finality of Decision:** Any decision made by the School District, including the Contract selection, shall be final.

1.5.14 **Reservation of Rights:** The School District reserves the right, in its sole and absolute discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all Proposals with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFP process or any Proposal, and the right to award the Contract to other than the Contractor(s) submitting the best financial Proposal (i.e., the low bidder). The School District reserves the right to request additional information from any or all Contractors. The School District reserves the right to negotiate with the Contractors concerning their Proposals. Although the School District is seeking to consolidate the contemplated Custodial, Grounds and Warehouse Services with one Contractor, the School District reserves the right to select, if any, one or more Contractors to perform the Custodial, Grounds Services and/or Warehouse Services on behalf of the School District. In the event a Contractor's Proposal is accepted by the School District and Contractor asserts exceptions, special considerations or conditions after acceptance, the School District, in its sole and absolute discretion, reserves the right to thereafter nullify its acceptance, to reject the Proposal and award the Contract to another Contractor.

1.5.15 **Release of Claims:** Each Contractor by submitting its Proposal releases the School District from any and all claims arising out of, and related to, this RFP process and selection of a Contractor.

1.5.16 **Contractor Bears Proposal Costs:** A recipient of this RFP is responsible for any and all costs and liabilities incurred by it or others acting on its behalf in preparing or submitting a Proposal, or otherwise responding to this RFP, or any negotiations incidental to its Proposal or this RFP.

1.5.17 **Irrevocability of Proposals:** All Proposals submitted shall not be withdrawn and shall be irrevocable for a minimum period of one hundred twenty (120) calendar days following the Due Date for receipt of Proposals set forth above.

1.5.18 **Collusive Bidding:** The Contractor certifies that their Proposal is made without any previous understanding, agreement or connection with any person, firm or corporation making a Proposal for the same Services and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

1.6 PROPOSAL REQUIREMENTS AND FORMAT

This outlines the information that must be provided by Contractor and the required format for its Proposal. Any Proposal not providing the required information, or not conforming to the format specified, may be disqualified on that basis. Please also refer to Section 1.5, 4.2, 5.1 and 5.2 of this RFP for additional Proposal requirements. Proposals must: (i) demonstrate an understanding of the scope of services requested under this RFP; (ii) demonstrate the ability to accomplish the Custodial Services and/or Grounds Services and/or Warehouse Services (all as defined below) set forth in this RFP; and (iii) include all necessary information to enable the School District to thoroughly evaluate each Contractor's overall experience, expertise, qualifications and ability to deliver the Custodial Services and/or Grounds Services and/or Warehouse Services in accordance with the requirements and obligations of this RFP and the Contract. Each Proposal shall also include any other information or explanations that the Contractor feels is/are significant with respect to the School District making an informed decision relative to its Proposal. If the School District elects to move forward with only a portion of the Services contemplated herein, the Contract will be revised to remove all non-applicable Services.

Attached as Appendix E to this RFP is a Form of Contract under which the Custodial Services and/or Grounds Services and/or Warehouse Services (collectively the "Services") requested under this RFP shall be provided by the successful Contractor (the "Contract") (See also Section 3.1 of this RFP). The Contract contains many details relative to the Services requested by the School District, the terms and conditions under which the Services shall be provided by the Contractor, and should be reviewed carefully by each Contractor prior to submitting a Proposal. If the School District elects to move forward with only a portion of the Services contemplated herein, the Contract will be revised to remove all non-applicable Services.

Any exceptions to the terms and conditions contained in this RFP or the Form of Contract attached as as Appendix E to this RFP, or any other special considerations or conditions requested or required by the Contractor MUST be specifically enumerated by the Contractor and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions of the RFP or Form of Contract cannot be met by, or, in the Contractor's opinion, are not applicable to, the Contractor. The Contractor shall be required and expected to meet the specifications and requirements as set forth in this RFP and the Form of Contract in their entirety, except to the extent exceptions or special considerations or conditions are expressly set forth in the Contractor's Proposal and those exceptions or special considerations or conditions are expressly accepted by the School District. All Pricing factors must be

clearly indicated in the manner required on the Proposal Forms provided as part of this RFP.

Each Contractor shall submit its Proposal for a three (3) year term, with the possibility of up to three (3) annual extensions as set forth in this RFP and the Contract. Each Proposal shall include a transition plan/implementation schedule. Additionally, each Proposal must include, at a minimum, the following:

1.6.1 A cover letter with background information regarding the Contractor, which will serve as an introduction of the Contractor, on business letterhead.

1.6.2 Background and qualifications of the personnel who will be involved in carrying out the Services required under this RFP and the Contract. Describe the chain of command and reporting relationships. Include a proposed organization chart to demonstrate how the Contractor personnel will carry out the required Services.

1.6.3 A detailed list setting forth any exceptions to this RFP and/or the Contract, or other special considerations or conditions of the Contractor, including explanations of such exceptions or the reason such terms and conditions of the RFP or form of Contract cannot be met by, or on the Contractor's opinion are not applicable to, the Contract.

1.6.4 **References** – Each Proposal must include detailed evidence that the Contractor is currently providing services for other K-12 public school districts or educational institutions. The Contractor must provide this information, including contact names, addresses, phone numbers and type and scope of services provided. This should include school districts of similar size and scope of services as the School District.

1.6.5 **Good Faith Deposit** – A bid bond or certified check in the amount equal to 5% of the 1st year total amount of the Contract.

1.6.6 Evidence of the Contractor's ability to provide adequate insurance coverages as required by this RFP and the Contract to protect the interests of the Contractor and the School District. The Contractor must also provide a worker's compensation experience modification factor on a document from the Contractor's worker's compensation insurance carrier.

1.6.7 Documentation of sufficient financial resources and capacity to provide the Services and carry out the Contractor's requirements and obligations under this RFP and the Contract. This shall include an audited financial report for the three (3) most recent fiscal years of the Contractor. If unavailable, please clearly state the reason for the unavailability and provide equivalent alternative financial documentation.

1.6.8 Demonstrate that the Contractor understands and will comply with all regulatory laws, codes, and requirements of any local, state, and federal law that apply to the requirements and obligations under this RFP and the Contract, including, but not limited to, the Michigan Revised School Code (MCL 380.1 *et seq.*), and any rules and regulations promulgated thereunder.

1.6.9 Describe any other resources to be provided by the Contractor, not listed above, which would demonstrate or enhance the Contractor's ability to carry out the Services required under this RFP and the Contract.

1.6.10 List all litigation or regulatory proceedings for the past five years, within the State of Michigan, and if the Contractor also maintains service contracts that are performed outside the State of Michigan, the State(s) where the Contractor's custodial/grounds/warehouse contracts are performed. These litigation and regulatory proceedings are to be limited to contract disputes and negligence actions for: (i) school districts in which the Contractor has been a party providing any type of custodial or grounds or facility services; (ii) supplies, equipment or services of the type which are the subject of the proposed Contract; (iii) non-compliance of the Contractor's reporting or documentation requirements for supplies, equipment and services or the Contractor's working conditions and employment practices with the Occupational Safety and Health Act and other applicable state and federal requirements; (iv) any suits whereby an employee of the Contractor was found to have mistreated pupils in any manner; or (v) any suit or regulatory proceeding wherein the Contractor failed to comply with applicable law. It is contemplated under this RFP that workers' compensation and unemployment proceedings are not to be deemed part of this requirement.

1.6.11 Fully describe, and provide evidence and scope of, Contractor's formalized in-service training and educational programs for all of its employees.

1.6.12 A signed letter setting forth the Contractor's agreement to be bound by the terms and conditions of this RFP and the Contract.

1.6.13 A completed Familial Disclosure Affidavit provided as **APPENDIX G.**

1.6.14 A schedule indicating the wages and benefits to be offered to employees of Contractor.

1.6.15 A completed Proposal Pricing Form as provided as part of this RFP.

1.6.16 A transition plan/implementation schedule.

1.6.17 A completed Iran Linked Business Affidavit provided in **APPENDIX H.**

1.6.18 A detailed staffing plan showing how the Contractor will staff each Facility, including the number of staff and hours of coverage per shift per Facility.

1.7 PROPOSAL EVALUATION

Each Contractor submitting a Proposal should understand that the nature of the School District's current Custodial, Grounds and Warehouse Services are so complex that each and every facet of the School District's operations may not be detailed in this RFP. The Contractor must document their approach for the services based on their understanding of the School District's requirements. The **mandatory** Pre-Proposal Conference and Facilities Tour will give each Contractor an opportunity to ask the necessary questions regarding this RFP, the Contract and the Services. The Proposal must be complete, clear

and concise. The following non-exhaustive categories, not listed by rank, are the principal criteria by which Proposals may be evaluated:

- **Services Capability** as reviewed through Contractor's expertise and approach for performing the Services.
- **Business Stability** checked through various sources, as well as the Proposal.
- **School Facility Management Capability** as reviewed through safety records, transition plans, facility management protocol, proposed staffing plans and any other sources.
- **Human Resources Management** as determined by a review of references, and by reviewing staffing capability and protocol, as well as other sources.
- **Cost** as indicated in the Proposal and through the negotiation process.
- **Experience** specifically with other K-12 public or private schools and references/feedback from school clients.

The School District will evaluate the Proposals based upon the above criteria, as well as other methods. The School District will select the Contractor(s), if any, that it deems most qualified to serve the interests of the School District to proceed to the negotiation process.

1.8 ORAL INTERVIEWS

The School District may require selected Contractors to participate in an oral interview and negotiation process to discuss their Proposal and to answer any questions the School District may have regarding the RFP and Contractor's Proposal. In that case, the School District will notify the Contractor's contact name as listed in its Proposal. In accordance with the RFP selection timeline, it is anticipated that interviews will be scheduled for April 8, 2019 between 1 p.m. and 5 p.m. At each of the interviews, the Contractor may be required to make a presentation to a committee or the School District, not to be more than thirty (30) minutes in length.

1.9 SCOPE OF SERVICES

Each Contractor should understand that it is the intent of this RFP that the Custodial Services, Ground Services and Warehouse Services shall be performed year-round at all Facilities listed in this RFP and the Contract.

1.9.1 Generally, "Custodial Services" encompass and include the following:

1.9.1.1 All janitorial services necessary to clean and sanitize all spaces of the School District's Facilities in accordance with this RFP, the School District's requirements and industry standards.

1.9.1.2 Responsibility to clean, maintain, provide set ups and tear downs, and related services the Facilities and occupants of the Facilities.

1.9.1.3 Perform minor maintenance at each Facility, which generally includes those maintenance duties that do not require licensed or skilled tradespersons and can be completed with the use of ladders, hydraulic vertical lifts and/or hand tools (powered or manual).

1.9.1.4 Perform snow removal from, and salt/ice melt application to, the entrance areas and sidewalks adjacent to each Facility. This generally includes those duties that required powered and manual snow removal equipment.

1.9.1.5 The selection, evaluation, training, compensation and retention of employees, including all labor, supervision, recordkeeping and management, necessary to clean and maintain the Facilities with this RFP and the Contract and applicable laws, regulations and ordinances.

1.9.1.6 Effective communication with the School District including, but not limited to, the School District administration and Board of Education, building administrators and teachers.

1.9.1.7 All duties and tasks set forth in the Attachments to this RFP, which are incorporated herein by reference, as well as those set forth in the Contract. These shall include both daily cleaning and summer cleaning programs.

1.9.1.8 General upkeep of landscape beds (weeding & spreading mulch as provided), playgrounds (including weekly safety inspections and raking safety surfacing level) athletic areas and parking lots.

1.9.1.9 Cleaning of School District swimming pool natatorium and related equipment.

1.9.2 Generally, "Ground Services" means all labor necessary to perform mowing, weeding and edging, minor tree trimming, snow removal and management of natural and synthetic surfaces and other specified services, including, but not limited to, the following:

1.9.2.1 Responsibility to maintain, safeguard and service the grounds of all Facilities, including both lawn maintenance and athletic field maintenance of the High School and Operations Facilities. Please note, however, that the School District utilizes another contractor for major lawn maintenance at all Facilities except the High School Athletic Fields and Operations Facilities.

1.9.2.2 The removal of all snow from, and application of salt/ice melt to, all parking lots, driveways and entrances at all Facilities and all magic squares at all elementary Facilities.

1.9.2.3 Perform all aspects of the Grounds Services utilizing licensed or skilled tradespersons as required by law.

1.9.2.4 The selection, evaluation, training, compensation, and retention of employees, including all labor supervision, recordkeeping and management, necessary to maintain the Facilities in accordance with this RFP and the Contract.

1.9.2.5 Effective communication with the School District including, but not limited to, the School District Liaison, School District administration and building administrators.

1.9.2.6 Those duties and tasks set forth in the Attachments to this RFP which are incorporated herein by reference, as well as those set forth in the Contract (as described in Section III of this RFP).

1.9.3 Generally, "Warehouse Services" means all labor necessary to perform internal mail delivery and moving of equipment and supplies throughout the School District Facilities, including, but not limited to, the following:

1.9.3.1 Responsibility make daily intra-district deliveries.

1.9.3.2 Move equipment and supplies throughout the School District.

1.9.3.3 Maintain the School District's Warehouse, Inventory and Equipment in an orderly manner.

1.9.3.4 The selection, evaluation, training, compensation and retention of employees, including all labor, supervision, recordkeeping and management necessary to maintain the Facilities in accordance with this RFP and the Contract.

1.9.3.5 Effective communication with the School District, including, but not limited to, the School District Liaison, School District administration and building administrators.

1.9.3.6 Those duties and tasks set forth in the Attachments to this RFP which are incorporated herein by reference, as well as those set forth in the Contract (as described in Section III of this RFP).

In addition to these general specifications, the scope of the Custodial Services, Grounds Services and Warehouse Services and other obligations of the Contractor as set forth in the remainder of this RFP, the Attachments to this RFP which are incorporated herein by reference, and the Contract (as described in Section III of this RFP) (collectively the "Services"). It is intent of these specifications that the Facilities are kept neat, clean, safe and in a condition that enhances the School District's educational environment at all times. These specifications should, therefore, be referred to as a minimum guide for, rather than a limitation to, the Contractor to clean, maintain, service and safeguard the Facilities.

1.10 INDEPENDENT CONTRACTOR

It must be understood that this RFP provides for the selection of a professional company or companies to provide all or a portion of the Services for the School District on an independent contractor basis. However, as noted in the Contract, the School District may maintain a liaison to facilitate administration of the Contract and communication between the Contractor and the School District. The School District currently secures the Custodial, Grounds and Warehouse Services contemplated under this RFP through a third- third-party contracted service provider

and all personnel, staff and additional services are provided by the current service provider as part of its scope of services.

II. SCHOOL DISTRICT OPERATIONAL INFORMATION

This information is provided to assist each Contractor in evaluating the School District and submitting a Proposal, and should neither supplant the terms and conditions of the Contract (as described in Section 3.1 below) nor a careful review of the Contract by the Contractor. The following information and attachments to this RFP are a summary of the School District's current operations and scope of custodial and grounds services and are provided so that the Contractor can sufficiently and effectively evaluate the School District in submitting its Proposal. As a starting point, Contractors are to base their Proposal projections on at least providing the same type and frequency of these services and hours of Facility operation within the requirement so this RFP and the Contract. Going forward, the awarded Contractor is expected to use their expertise to further optimize the current operations and improve services, provided the level/frequency of services does not diminish. Unless specifically agreed to in writing, the successful Contractor is expected to meet or exceed all tasks outlined in Section 2.4 below.

2.1 SCHOOL DISTRICT FACILITIES INFORMATION

The School District operates twenty-five (25) Facilities. Included in **APPENDICES A and B** is the following information about the School District's Facilities:

- a. 2019-20 School District Calendars.
- b. Current School District Hours of Operations for the Facilities.
- c. Summary of the Facilities, including the Square Footage and other pertinent information for each Facility.
- d. List of Facilities and their address.

NOTE: Floor Plans may be made available only at the Pre-Proposal Conference and Facilities Tour for security purposes.

2.2 FACILITY USAGE HOURS AND EVENTS

The School District's Facilities are used daily for both educational and extra-curricular activities. The Facilities are also used for various after-school and weekend activities. This is especially prevalent in the high schools. Included in **APPENDIX A** is the following information about the usage of School District's Facilities.

- a. Facility Usage Information.

2.3 STAFFING INFORMATION

The School District currently secures the Services contemplated under this RFP through a third-party service provider. This staffing information is provided solely for the purposes of detailing the School District's current custodial, grounds and warehouse operations in order to better demonstrate the scope, manner and frequency of the current custodial and grounds services provided to, and the expectations of, the School District. These are **not** requirements as to how the Contractor must operate. Included in **APPENDICES B and C** is the following information about the School District's current operations and personnel:

- a. Current Custodial, Grounds and Warehouse staffing shifts of School District.
- b. School District expectations for delivery of Services.

2.4 REQUIRED DUTIES OF CONTRACTOR

The Contractor must perform the Services in accordance with the terms and conditions of this RFP and the Contract. In addition to the specifications set forth in this RFP and in the Form of Contract, the information contained in **APPENDICES B and C** includes the specific parameters for the tasks and duties currently performed by the School District and is provided to demonstrate what will be expected to be performed by the Contractor as part of the Services:

- a. Custodial Duties Detail and Frequency Schedules and Procedures.
- b. Grounds Duties Detail and Frequency Schedules.
- c. Warehouse Duties Detail and Frequency Schedules.

2.5 SCHOOL DISTRICT SUPPLIES AND EQUIPMENT INFORMATION

2.5.1 **Consumable Supplies.** The Contractor shall be allowed to use the existing inventory of consumable supplies and materials (e.g., power towel, toilet paper, trash liners, soap, sanitary products, tissue, air fresheners, salt/ice melt, athletic field supplies or related grounds supplies) (the "Consumable Supplies"), which will be made available to the Contractor by the School District at no additional cost solely for the purpose of performing the Services. During the Initial Term, the School District will be responsible for the procurement of any Consumable Supplies reasonably necessary for the performance of the Services. The Contractor shall advise, and timely notify, the School District of the required quantities of Consumable Supplies so that such supplies and materials are procured in a timely manner. The School District utilizes an on-line ordering system and the Contractor will be expected to work in conjunction with the School District so that all approved orders for Consumable Supplies are placed into the System. The Contractor shall be responsible to manage the inventory and shall submit to the School District a monthly report detailing all consumption of Consumable Supplies (including type and quantity of each Consumable Supply for each School District Facility).

2.5.2 **Cleaning Supplies.** The Contractor shall be allowed to use the existing inventory of cleaning supplies and materials (e.g., mops, buckets, brooms, brushes, dusters, pads, chemicals and solutions) (the "Cleaning Supplies"), which will be made available to the Contractor by the School District at no additional cost solely for the purpose of performing the Services. During the Initial Term, the School District will be responsible for the procurement of any Cleaning Supplies reasonably necessary for the performance of the Services. The Contractor shall advise, and timely notify, the School District of the required quantities of Cleaning Supplies so that such supplies and materials are procured in a timely manner. The School District utilizes an on-line ordering system and the Contractor will be expected to work in conjunction with the School District so that all approved orders for Cleaning Supplies are placed into the system. The Contractor shall be responsible to manage the inventory and shall submit to the School District a monthly report detailing all consumption of such Cleaning Supplies (including type and quantity of each Cleaning Supply for each School District Facility).

2.5.3 **Equipment:** It is the intent of this RFP that the Contractor may use the School District's inventory of equipment and small hand tools to perform the Services. Additionally, the School District maintains a computer at each Facility which is utilized for the work-order systems and communication regarding Facility reservations, for example. Title to this Equipment shall remain with the School District. The inventory of School District-owned Equipment as of the issuance of this RFP is set forth on **APPENDIX D** (the "Equipment"). All general and customary maintenance of the Equipment will be the responsibility of the Contractor; all repairs of the Equipment will be the responsibility of the School District; however, the Contractor shall be responsible for the cost of repairing the Equipment, if said repairs are caused by misuse, damage, or from a lack of general and customary maintenance and will be at its sole cost and expense, utilizing the School District's qualified and authorized service vendor and manufacturer approved replacement parts. All repair and maintenance of the Equipment shall be completed in a commercially reasonable time, not to exceed seven (7) days (when at all possible), to ensure all Equipment is in working order and available to perform the Services. The inventory of Equipment shall be updated as of the effective date of the Contract by the School District and annually thereafter, by the Contractor and submitted to the School District for approval. If the Contractor desires to purchase equipment and/or tools in addition to the Equipment, the Contractor may do so at its sole cost and expense. Said additional equipment and/or tools shall remain the property of the Contractor and Contractor shall maintain and repair said equipment at its sole cost and expense.

2.6 SCHOOL DISTRICT BOARD OF EDUCATION POLICIES

The School District's Board of Education has adopted various policies and procedures applicable to the usage of the School District's Facilities. The Contractor will be required to abide by and comply with all applicable School District Board of Education policies and procedures, which can be found on the School District's website: www.troy.k12.mi.us

III. CONTRACTUAL OBLIGATIONS

3.1 FORM OF CONTRACT

3.1.1 **Form of Contract:** This is a Request For Proposals only. Proposals will be treated as offers to enter into the Contract (as defined above) with the School District. The School District and successful Contractor shall memorialize their contractual relationship and obligations using the Form of Contract attached hereto as **APPENDIX E**. The Contract contains many details relative to the Services required under this RFP, as well as the terms and conditions under which the Services shall be provided by the successful Contractor. The Contract should be reviewed carefully by each Contractor prior to submitting a Proposal. Any exceptions to the terms and conditions contained in the Contract, or any other special considerations or conditions requested or required by the Contractor relative to this RFP or the Form of Contract shall be expressly/specifically enumerated by the Contractor and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met by, or in the Contractor's opinion are not applicable to the Contractor, provided however, that exceptions or special conditions of the Contractor will not be binding upon the School District unless those exceptions or special conditions are expressly accepted by the School District, and incorporated into the final Contract. Following the selection of the successful Contractor by the School District, the Contract will be finalized by the parties. The final Contract shall be subject to the review and approval by the School District's legal counsel. The below sections contain information relative to the selected provisions of the Contract and/or the expectations of the School District relative to the provision of the Services. This information is provided to assist the Contractor in evaluating the School District and submitting a Proposal, and should neither supplant the terms and conditions of the Contract nor a careful review of the Contract by the Contractor.

(NOTE: To the extent Capitalized terms are used throughout this RFP, those terms shall have the same meaning as defined in the Contract.)

3.2 CONTRACT CHARACTERISTICS

3.2.1 **Contract Start-Up, Term and Termination:** The Contract shall commence as of July 1, 2019 and the initial term of the Contract shall be for three (3) years, ending June 30, 2022 (the "Initial Term"). The School District shall have the option, in its sole and absolute discretion, to renew the Contract by up to three (3) additional years on a year-to-year basis, subject to the written approval of the School District (each a "Renewal Term" and collectively the "Renewal Terms"). The Contract may be terminated in accordance with terms contained therein.

3.2.2 **Performance Bond and Insurance Certificates:** Within fifteen (15) days after receiving formal notification that the Contractor was awarded the Contract, the Contractor shall furnish the following to the School District:

3.2.2.1 **Performance Bond:** If required by the School District, a Performance Bond in the full amount of the first year's total cost of the Contract, by a qualified surety naming the School District as an Obligee, to ensure faithful

performance of all provisions of the Contract. The Surety Company shall be licensed/authorized to do business in the State of Michigan and must be approved by the School District. All sureties providing bonds must be listed in the Department of Treasury's Circular 570, entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" with the bond amounts less or equal to the underwriting limitation indicated in the Circular, and/or must have an A.M. Best rating of A- or better. The Performance Bond shall be duly executed by the Contractor, as principal, and by a surety that is licensed in the State of Michigan. If, at any time, after acceptance of the Contractor's bond, the surety fails to meet the criteria stated in this Paragraph, the Contractor must, as a precondition to continuing any Services and receiving further payments, replace the bonds with bonds from a surety that meets the stated criteria. New Performance Bonds must be submitted annually to the School District unless the School District, in writing to the Contractor, opts to waive this requirements. The Contractor shall indicate in their Proposal the annual charge which the School District would be required to pay if the School District chooses, in its sole discretion, to require a Performance Bond. The decision to require the Performance Bond rests in the sole discretion of the School District.

3.2.2.2 **Insurance Certificates:** An Insurance Certificate evidencing all insurance coverage required by the Contract.

3.2.2.3 **Failure to Furnish Bonds and Insurance:** If the Contractor refuses or fails to submit the Performance Bond, if required, and/or Insurance Certificates within the fifteen (15) day period, the School District will consider the Contractor to have abandoned all rights and interests in the Contract award. Consequently, the Bid Bond may be declared forfeited to the School District as liquidated damages, and the services may be awarded to another Contractor who submitted a Proposal in response to this RFP.

3.2.3 **Services:** The Contractor shall perform all of the services awarded by the School District in accordance with the terms and conditions of this RFP and Contract. Additionally, the Contractor, by submitting a Proposal, expressly acknowledges that is the intent of these RFP specifications and the Contract that the Facilities are kept neat, clean, safe and in a condition that enhances the School District's educational environment at all times. These RFP and Contract specifications should, therefore, be referred to as a minimum guide for, rather than a limitation to, the Contractor to clean and maintain the Facilities.

3.2.4 **Personnel/Staffing Levels:** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide all personnel (including management, supervision, related administrative personnel and custodial, grounds and warehouse personnel necessary for the provision of the Custodial Services, Grounds Services AND Warehouse Services under the Contract. The Contractor shall also recruit, background check (as required under the Contract), employ, train, compensate, and supervise all personnel (including any substitute personnel) necessary for the Contract.

The School District is looking to maintain a base level of staffing/coverage in the Facilities, the personnel information provided in Appendix C Section 1 (Base Bid Staffing Chart) by the School District is for the purposes of detailing the School District's current operations and scope of services the School District currently provides and is the minimum expectation for Base Bid of Custodial Services. However, if any Contractor believes that the Services required under this RFP and the Contract will require more Contractor employee FTEs or coverage, the Contractor may submit an alternate pricing with the corresponding price and FTE difference. Regardless of the minimum specified hours, it is the Contractor's responsibility to maintain the standard of cleanliness and its operational function specified in this RFP and the Contract and to provide a sufficient number of employees to ensure that the requirements of this RFP and the Contract are met and that each Facility is effectively cleaned and maintained and operational on a daily basis in a manner satisfactory to the School District, and that all Facilities are cleaned, open and operational during all hours of operation for the Facilities.

Contractors shall familiarize themselves with the extent of the School District's activities (both daily and weekend usage) and make preparations to provide staffing necessary to cover these events. It is the expectation of the School District that all activities within the Facilities during the normal coverage hours are covered under the contract price without additional charge. It is also the expectation that weekend coverage at School Sponsored Events/Activities are covered under the Contract Price without additional charge. Weekend coverage for non-School District sponsored events, or additional coverage, if requested by the School District, will be covered at an hourly rate.

3.2.5 Fingerprinting and Background Checks: The Contractor and all of its employees and agents providing Services for the School District shall meet the requirements of the School Safety Initiative Legislation, being MCL 380.1230, 380.1230a, 380.1230c, 380.1230d and 380.1230g, in accordance with the terms and conditions set forth in the Contract.

3.2.6 Hold Harmless/Indemnification: The Contractor shall indemnify, defend and hold the School District harmless pursuant to the terms and conditions of the Contract.

3.2.7 Compliance with Laws: The Contractor shall comply with any and all federal, state or local laws, rules, ordinances, policies and regulations, including any licensing and permitting requirements, applicable to providing the Services anticipated in this RFP and the Contract, including, but not limited to, commercial driver's license, chauffeur's license, drivers licenses, etc. The Contractor, including all employees and agents, shall perform all Services in accordance with all State licensing laws including: the Electrical Administrative Act, PA 217 of 1956, as amended; the Forbes Mechanical Contractors Act, PA 192 of 1984, as amended; the State Plumbing Act, PA 733 of 2002; the Boiler Act, PA 290 of 1965, as amended; and the Elevator safety Act, PA 2217 of 1967. The Contractor, including its employees and agents, shall be responsible for knowing the School District's policies and procedures concerning appropriate behavior of persons in its Facilities and, on its properties, including for example, the prohibitions of sexual harassment and smoking, and shall comply with all such policies and procedures. The School District shall use its best efforts, as reasonably requested by the Contractor, to assist the Contractor to comply with any and all applicable federal, state or local laws, rules and regulations. The Contractor by providing its Proposal to the School District represents and warrants that it shall at all times be in compliance with any and all applicable federal and state

laws, rules, ordinances, policies and regulations and licensing and permitting requirement applicable to providing the Services anticipated in this RFP and the Contract. The Contractor shall in the performance of such Services pursuant to this RFP, its Proposal and the Contract, fully comply with any and all applicable federal, state or local laws, rules and regulations, and shall indemnify, defend and hold the School District harmless from any liability from its failure to so comply. Additionally, all Custodial Services, Grounds Services and Warehouse Services must be in compliance with OSHA/MIOSHA, and the Right-to-Know laws. The Contractor shall be responsible and liable for the safety, injury and health of its personnel/employees while its personnel/employees are performing the Services for the School District.

IV. PRICING QUOTES

4.1 COST INDEXING

The Contractor's fee for all Services described in this RFP **MUST** BE FIXED FOR THE Initial Term (years one (1), two (2) and three (3)) of the Contract. Moreover, the Contractor, by submitting its Proposal, agrees to convene at least twice annually with representatives of the School District, for the purpose of evaluating the efficiency of the performance of the Contract, so that further efficiencies may be uncovered and implemented into the Contract. As part of this process, and by submitting their Proposal, the Contractor agrees to pass along any savings to the School District.

4.2 PRICING

4.2.1 **Custodial Services Pricing:** The School District is seeking Proposals that include the costs and pricing quotes for all Custodial Services. This pricing shall be fixed for all three (3) years of the Initial Term. This pricing shall also include the number of total man hours, as well as the total number of Full Time Equivalent ("FTE") personnel, included under the quoted pricing.

4.2.2 **Grounds Services Pricing:** The School District is seeking Proposals that include the costs and pricing quotes for all Ground Services. This pricing shall be fixed for all three (3) years of the Initial Term. This pricing shall also include the total number of Full Time Equivalent ("FTE") personnel that will be included under the quoted pricing.

4.2.3 **Warehouse Services Pricing:** The School District is seeking Proposals that include the costs and pricing quotes for all Warehouse Services. This pricing shall be fixed for all three (3) years of the Initial Term. This pricing shall also include the total number of Full Time Equivalent ("FTE") personnel that will be included under the quoted pricing.

4.2.4 **Pricing for Modification of Space:** The School District is seeking pricing on a "cost per square foot" basis to be used to develop the increase or decrease in Contractor's pricing under the Contract if a modification to the Facilities is implemented. This cost per square foot pricing should include all costs for management, labor (including wages and benefits), etc.

4.2.5 **FTE Pricing:** Proposals should also include the amount the pricing would be increased/decreased if the School District requested the addition/removal of 1/2 of an FTE, and 1 FTE, for each type of service.

4.2.6 **Hourly Pricing:** The School District is also seeking the per/hour charge for any services requested by the School District, but outside of the scope of the Services. This shall include the straight hourly pricing, holiday, weekend and emergency pricing.

4.2.7 **Performance Bond:** The School District is seeking the cost to supply a performance bond for the first year labor costs of the Contract.

4.2.8 **Cost Increases:** The School District has the option, in its sole and absolute discretion, to extend the Contract on an annual basis for up to three (3) additional Renewal Terms. The Contractor shall provide its proposed pricing schedule for the upcoming Renewal Term at least 120 days prior to the end of the Initial Term, or respective Renewal Term. Notwithstanding the foregoing, compensation for any Renewal Term of the Contract shall be adjusted by the percentage increase or decrease, if any, between the index number, as established by the Consumer Price Index. All Items, for the Detroit Metropolitan Area, published by the United States Department of Labor, Bureau of Labor Statistic. Any such increase, however, shall not exceed two percent (2%) in any Renewal Term or extension of said Contract.

V. PROPOSAL

5.1 PROPOSAL FORMS

Each Contractor shall submit its Proposal using the Proposal Pricing Form attached hereto as **APPENDIX F**, along with any other information required by this RFP or deemed necessary and appropriate by the Contractor for evaluation of its Proposal.

5.2 PROPOSAL CHECKLIST

In addition to the Proposal Pricing Form and any information required under Section 1.6 above, please attach copies of the following documents to your Proposal:

5.2.1 Letter of Introduction of Contractor and Contractor's Background and Qualifications.

5.2.2 A detailed list setting forth any exceptions to the RFP and/or Contract, or other special considerations or conditions of the Contractor, including explanations of such exceptions or the reason such terms and conditions of the RFP or form of Contract cannot be met by, or are not applicable to, the Contractor.

5.2.3 List of K-12 school districts currently being serviced by Contractor.

5.2.4 List of Contractor's References.

5.2.5 Contractor's Verification of addenda to the RFP, if any.

5.2.6 Contractor's Audited Financial Reports for most recent three (3) years.

5.2.7 Contractor's In-Service training and Staff Educational Programs.

5.2.8 Contractor's Bid Bond.

5.2.9 Contractor's Insurance Certificate(s) and worker's compensation experience modification factor on a document from the Contractor's worker's compensation insurance carrier.

5.2.10 Contractor's List of any and all Litigation or Regulatory Proceedings.

5.2.11 Transition Plan/Implementation Schedule.

5.2.12 Familiar Disclosure Affidavit.

5.2.13 Iran Linked Business Affidavit.

5.2.14 Detailed staffing plan for each Facility showing the number of staff and hours of coverage per shift per Facility proposed by the Contractor.

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

INDEX OF APPENDICES

The following attachments set forth the School District's background and operational information and are provided to assist Contractors in understanding the School District's current operations, as well as provide examples of the procedures the School District has in place to assist Contractors in formulating their Proposal in response to the above-referenced RFP.

Appendix A – School District Facilities Information

- Sec 1 – 2019-2020 School District Calendars
- Sec 2 – School District Facilities Locations & Building Schedules
- Sec 3 – Facility and Site Data and Information
- Sec 4 – Sample Facility Usage Information

Appendix B – Custodial & Grounds Duties/Frequencies

- Sec 1 – Custodial Tasks & Duties Frequency Schedules
- Sec 2 – Grounds Tasks & Duties Frequency Schedules
- Sec 3 – Warehouse Tasks & Duties Frequency Schedules
- Sec 4 – Break Cleaning Procedures
- Sec 5 – Gym Floor Refinishing Detail
- Sec 6 – Custodial Snow Removal & Salting Responsibilities
- Sec 7 – Grounds Snow Plowing & Salting Responsibility Maps

Appendix C – Current Staffing Detail and Expectations

- Sec 1 – Custodial Staffing & Shift Detail
- Sec 2 – Custodial Services Expectations
- Sec 3 – Grounds and Warehouse Staffing and Expectations

Appendix D – Equipment

- Sec 1 – Current Equipment Inventory
- Sec 2 – Custodial Supplies Information

Appendix E – Form of Contract

Appendix F – Proposal Pricing Form

Appendix G – Familial Disclosure Affidavit

Appendix H – Iran Linked Business Affidavit

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT A

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT A-1

Troy School District 2018/2019 Calendar

AUGUST

Tuesday	21	K-12 Teacher Professional Learning; No School for Students
Wednesday	22	K-5 Teacher Professional Learning; 6-12 Teacher Workday; No School for Students
Thursday	23	K-5 Teacher Workday; 6-12 Teacher Professional Development; No School for Students
Tuesday	28	K-12 Students – Half Day/AM Only; FIRST DAY OF SCHOOL
Friday	31	No School - K-12 Students/Teachers

SEPTEMBER

Monday	3	Labor Day – K-12 Students/Teachers – No School
Tuesday	4	K-12 Students – Full Day
Wednesday	26	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

OCTOBER

Thursday	11	K-8 Students – Full Day; 9-12 Students – Half Day/AM Only; 9-12 Conferences – Afternoon and Evening
Wednesday	17	6-8 Conferences – Evening Only
Thursday	18	K-5 and 9-12 Students - Full Day; 6-8 Students – Half Day/AM Only; 6-8 Conferences – Afternoon and Evening
Friday	19	K-5 and 9-12 Students - Full Day; 6-8 Students – Half Day/AM Only; 6-8 PM Teacher Compensatory Time
Wednesday	24	K-5 Students – Half Day/AM Only; 6-12 Students - Full Day; K-5 – Afternoon and Evening Conferences
Thursday	25	K-5 Students – Half Day/AM Only; 6-12 Students - Full Day; K-5 – Afternoon and Evening Conferences

NOVEMBER

Thursday	1	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning; 6-12 End of First Marking Period
Friday	2	K-5 Students - Full Day; 6-12 Students ONLY - No School ; 6-12 AM Teacher Workday
Wednesday	21	K-12 No School
Thursday	22	Thanksgiving Recess – K-12 Students/Teachers – No School
Monday	26	K-12 Students/Teachers - School Resumes – Full Day
Wednesday	28	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Friday	30	K-5 Students ONLY – No School ; K-5 End of Reporting Period #1/3; 6-12 Students – Full Day; K-5 AM Teacher Workday

DECEMBER

Friday	21	Last Full Day before Winter Recess for K-12 Students/Teachers
Monday	24	Winter Recess – K-12 Students/Teachers – No School

JANUARY

Monday	7	K-12 Students/Teachers – School Resumes - Full Day
Monday	21	Martin Luther King, Jr. Day – K-12 Students/Teachers – No School
Tuesday	22	K-8 Students – Full Day; 9-12 Students – Half Day/AM Only (HS Exams); 9-12 PM Teacher Workday
Wednesday	23	K-8 Students – Full Day; 9-12 Students – Half Day/AM Only (HS Exams); 9-12 PM Teacher Workday
Thursday	24	K-5 Students – Full Day; 6-12 Students – Half Day/AM Only (HS Exams); 6-12 PM Teacher Workday; 6-12 End of First Semester
Friday	25	K-5 Students – Full Day; 6-12 Students ONLY - No School ; 6-12 Full Teacher Workday

FEBRUARY

Wednesday	6	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Monday	18	Mid-Winter Recess – K-12 Students/Teachers – No School
Wednesday	20	K-12 Students/Teachers - School Resumes – Full Day
Wednesday	27	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

MARCH

Thursday	7	9-12 Conferences – Evening Only; K-5 End of Reporting Period #2/3
Friday	8	K-5 Students ONLY – No School ; 6-12 Students - Full Day; K-5 Full Teacher Workday
Thursday	14	6-8 Conferences - Evening Only
Thursday	21	K-5 Students – Half Day/AM Only; 6-12 Students – Full Day; K-5 - Afternoon and Evening Conferences
Wednesday	27	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Thursday	28	6-12 End of Third Marking Period
Friday	29	K-12 Students – No School ; 6-12 AM Teacher Workday;

APRIL

Monday	1	Spring Break - K-12 Students/Teachers – No School
Monday	8	K-12 Students/Teachers - School Resumes - Full Day
Friday	19	No School - K-12 Students/Teachers
Thursday	25	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

MAY

Wednesday	15	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Monday	27	Memorial Day – K-12 Students/Teachers - No School

JUNE

Tuesday	11	K-12 Students – Half Day/AM Only (HS Exams); K-5 PM Teacher Management Day; 6-12 PM Teacher Workday
Wednesday	12	K-12 Students – Half Day/AM Only (HS Exams); K-12 PM Teacher Workday
Thursday	13	K-12 Students – Half Day/AM Only (HS Exams); K-12 PM Teacher Workday;

6-12 MARKING PERIOD END DATES:

First Marking Period.....Thursday, November 1; Grades Due Tuesday, November 6
 Second Marking Period.....Thursday, January 24; Grades Due Tuesday, January 29
 Third Marking Period.....Thursday, March 28; Grades Due Tuesday, April 9
 Fourth Marking Period.....Thursday, June 13; Grades Due Tuesday, June 18

K-5 MARKING PERIOD END DATES:

First Marking Period.....Thursday, November 29; Grades Due Tuesday, December 4
 Second Marking Period.....Thursday, March 7; Grades Due Tuesday, March 12
 Third Marking Period.....Thursday, June 13; Grades Due Tuesday, June 18

Please note—"Early Release" Days have different dismissal times than regular Half Days. Your school start and end time schedule will reflect this.

Troy School District 2019/2020 Calendar

AUGUST

Tuesday	20	K-12 Teacher Professional Learning; No School for Students
Wednesday	21	K-5 Teacher Workday; 6-12 Teacher Professional Learning; No School for Students
Thursday	22	6-12 Teacher Workday; K-5 Professional Learning; No School for Students
Tuesday	27	K-12 Students - Half Day/AM Only; FIRST DAY OF SCHOOL AM Only Elementary Specials Teachers Management Day; PM Teacher Workday
Wednesday	28	K-12 Students/Teachers - Full Day
Thursday	29	K-12 Students/Teachers - Full Day
Friday	30	No School - K-12 Students/Teachers

SEPTEMBER

Monday	2	Labor Day - K-12 Students/Teachers - No School
Tuesday	3	K-12 Students/Teachers - Full Day
Wednesday	25	K-12 Students - Early Release Day; K-12 PM Teacher Professional Learning

OCTOBER

Thursday	10	K-8 Students - Full Day; 9-12 Students - Half Day/AM Only 9-12 Conferences - Afternoon and Evening
Wednesday	16	6-8 Conferences - Evening Only
Thursday	17	K-5 and 9-12 Students - Full Day; 6-8 Students - Half Day/AM Only 6-8 Conferences - Afternoon and Evening
Friday	18	K-5 and 9-12 Students - Full Day; 6-8 Students - Half Day/AM Only; 6-8 PM Teacher Compensatory Time
Wednesday	23	K-5 Students - Half Day/AM Only; 6-12 Students - Full Day K-5 Conferences - Afternoon and Evening
Thursday	24	K-5 Students - Half Day/AM Only; 6-12 Students - Full Day K-5 Conferences - Afternoon and Evening
Wednesday	30	K-12 Students - Early Release Day; K-12 PM Teacher Professional Learning
Thursday	31	6-12 End of First Marking Period

NOVEMBER

Friday	1	6-12 Students ONLY - No School; K-5 Students - Full Day; 6-12 PM Teacher Workday
Wednesday	20	K-12 Students - Early Release Day; K-12 PM Teacher Professional Learning
Thursday	21	K-5 End of Reporting Period #1/3
Friday	22	K-5 Students ONLY - No School; 6-12 Students - Full Day; K-5 PM Teacher Workday
Wednesday	27	No School for Students
Thursday	28	Thanksgiving Recess - No School

DECEMBER

Monday	2	School Resumes - Full Day
Friday	20	Last Full Day before Winter Recess for K-12 Students/Teachers
Monday	22	Winter Recess Begins

JANUARY

Monday	6	K-12 Students/Teachers - School Resumes Full Day
Monday	20	Martin Luther King, Jr. Day - K-12 Students/Teachers - No School
Tuesday	21	K-8 Students - Full Day; 9-12 Students - Half Day/AM Only (HS Exams); 9-12 - PM Teacher Workday
Wednesday	22	K-8 Students - Full Day; 9-12 Students - Half Day/AM Only (HS Exams); 9-12 - PM Teacher Workday
Thursday	23	K-5 Students - Full Day; 6-12 Students - Half Day/AM Only (HS Exams); 6-12 - PM Teacher Workday; 6-12 End of First Semester
Friday	24	6-12 Students ONLY - No School; K-5 Students - Full Day; 6-12 Full Teacher Workday

FEBRUARY

Wednesday	5	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Monday	17	Mid-Winter Recess Begins
Wednesday	19	School Resumes – Full Day
Wednesday	26	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

MARCH

Thursday	5	K-5 Full Day; 9-12 Spring Conferences – Evening Only
Friday	6	K-5 Students ONLY – No School ; K-5 End of Reporting Period #2/3; 6-12 Students - Full Day; K-5 Full Teacher Workday
Thursday	12	6-8 Conferences – Evening Only
Thursday	19	K-5 Students – Half Day/AM Only; 6-12 Students – Full Day; K-5 Conferences – Afternoon and Evening
Wednesday	25	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

APRIL

Wednesday	1	6-12 End of Third Marking Period
Thursday	2	K-12 Students – No School ; 6-12 AM Teacher Workday;
Friday	3	Spring Break - K-12 Students/Teachers No School
Monday	13	School Resumes – Full Day
Thursday	23	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning

MAY

Wednesday	13	K-12 Students – Early Release Day; K-12 PM Teacher Professional Learning
Monday	25	Memorial Day – K-12 Students/Teachers No School

JUNE

Tuesday	9	K-12 Students Half Day/AM Only (HS Exams); 6-12 PM Teacher Workday; K-5 PM Teacher Management Day
Wednesday	10	K-12 Students – Half Day/AM Only (HS Exams); K-12 PM Teacher Workday
Thursday	11	K-12 Students – Half Day/AM Only (HS Exams); K-12 PM Teacher Workday;

6-12 MARKING PERIOD END DATES:

First Marking Period.....Thursday, October 31; Grades Due Tuesday, November 5

Second Marking Period.....Thursday, January 23; Grades Due Tuesday, January 28

Third Marking Period.....Wednesday, April 1; Grades Due Tuesday, April 14

Fourth Marking Period.....Thursday, June 11; Grades Due Tuesday, June 16

K-5 MARKING PERIOD END DATES:

First Marking Period.....Thursday, November 21; Grades Due Tuesday, November 26

Second Marking Period.....Thursday, March 5; Grades Due Tuesday, March 10

Third Marking Period.....Thursday, June 11; Grades Due Tuesday, June 16

2018-19 International Academy Calendar

August

Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 ER	20	21	22
23	24	25	26	27	28	29
30						

October

[illegible]

November

Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 ER	21	22
23	24	25	26	27	28	29
30	31					

January

Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18 TW	19
20	21	22	23	24	25	26
27	28	29	30 ER	31		

February

Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13 ^{ER}	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29♦	30
31						

April

Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9 TW	10 ER	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8 ER	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Future Dates - 2019-2020

August 15, 2019 - First day of school
No school: 8/23 & 30, 9/2, 10/25 & 28, 1/20, 5/25
<u>Breaks:</u> November 27 - 29, 2019
December 20, 2019 - Jan. 5, 2020
February 17 - 21, 2020
April 6 - 10, 2020
Last day of school: June 17, 2020

Key		A Day		B Day	11	C day	14	Teacher PD/ No Students	22	Vacation Day	31	ER	Early Release
	19 TW	Half-day, Teacher Work Day, ♦End of Card Marking					14	Final Exam Day	26 PTC	Half-day, PT Conferences			

11:00 Dismissal on: 10/19 10/25, 12/20 & 12/21. 12:00 Dismissal on: 9/19, 1/18, 1/30, 3/13, 4/9, 4/10 5/8, 6/14, 6/17, 6/18, 6/19.

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT A-2

Troy School District

Administrative Building 4400 Livernois Troy, Michigan 48098 Business Number: 248 823-4000	Service Center 4420 Livernois Troy, Michigan 48098 Business Number: 248 823-5090
Niles & Troy Preschool Center 201 W. Square Lake Road Troy, Michigan 48098 Business Number: 248 823-5100	International Academy East 1291 Torpey Troy, Michigan Business Number: 248 823-8300
Barnard Elementary 3601 Forge Drive Troy, Michigan 48083 Business Number: 248 823-4300	Bemis Elementary 3571 Northfield Parkway Troy, Michigan 48084 Business Number: 248 823-4100
Costello Elementary 1333 Hamman Troy, Michigan 48085 Business Number: 248 823-3700	Hamilton Elementary 5625 Northfield Parkway Troy, Michigan 48098 Business Number: 248 823-4400
Hill Elementary 4600 Forsyth Troy, Michigan 48085 Business Number: 248 823-3500	Leonard Elementary 4401 Tallman Troy, Michigan 48085 Business Number: 248 823-3300
Martell Elementary 5666 Livernois Troy, Michigan 48098 Business Number: 248 823-3800	Morse Elementary 475 Cherry Troy, Michigan 48083 Business Number: 248 823-3200

Schroeder Elementary 3541 Jack Drive Troy, Michigan 48084 Business Number: 248 823-3600	Troy Union Elementary 1340 E. Square Lake Troy, Michigan 48085 Business Number: 248 823-3100
Wass Elementary 2340 Willard Troy, Michigan 48085 Business Number: 248 823-3900	Wattles Elementary 3555 Ellenboro Troy, Michigan Business Number: 248 823-3400
Baker Middle School 1359 Torpey Troy, Michigan 48083 Business Number: 248 823-4600	Boulan Park Middle School 3570 Northfield Parkway Troy, Michigan 48084 Business Number: 248 823-4900
Larson Middle School 2222 E. Long Lake Road Troy, Michigan 48085 Business Number: 248 823-4800	Smith Middle School 5835 Donaldson Troy, Michigan 48085 Business Number: 248 823-4700
Athens High School 4333 John R Troy, Michigan 48085 Business Number: 248 823-2900	Troy High School 4777 Northfield Parkway Troy, Michigan 48098 Business Number: 248 823-2700
Transportation Building 120 Hart Troy, Michigan 48098 Business Number: 248 823-4054	Buildings & Grounds 1140 Rankin Troy, Michigan 48083 Business Number: 248 823-4050



Troy School District

2018-2019 Building Schedules

Bemis, Hill, Martell, Troy Union, Wass and Wattles Elementary Schools (Early Start)

Full Day: 8:39 AM – 3:37 PM

Half Day: 8:39 AM – 12:29 PM

Early Release Day: 8:39 AM – 12:39 PM

Barnard, Costello, Hamilton, Leonard, Morse and Schroeder Elementary Schools (Late Start)

Full Day: 9:09 AM – 4:07 PM

Half Day: 9:09 AM – 12:59 PM

Early Release Day: 9:09 AM – 1:09 PM

Boulton Park/Larson (Early Start)

Middle Schools

Baker/Smith (Late Start)

7:54 AM – 2:38 PM

Full Day

8:19 AM – 3:03 PM

7:54 AM – 11:29 AM

Half Day

8:19 AM – 11:54 AM

7:54 AM – 11:44 AM

Early Release Day

8:19 AM – 12:09 PM

Troy and Athens High School

Full Day: 7:20 AM – 2:10 PM

Half Day: 7:20 AM – 10:55 AM

Early Release Day: 7:20 AM – 11:10 AM

Troy College and Career High School

Monday-Thursday: 7:30 AM – 2:40 PM

Friday: 7:30 AM – 12:20 PM

Half Day & Early Release Day: 7:30 AM – 11:15 AM

International Academy East

Full Day: 7:45 AM – 2:35 PM

Half Day: 7:45 AM – 11:00 AM

Early Release Day: 7:45 AM – 12:00 PM

Troy Center for Transition

Full Day: 7:50 AM – 2:10 PM

Half Day: 7:50 AM – 11:00 AM

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT A-3


Troy School District

General Information

Building	Site Acreage	Square Footage	Opened	Building Additions Year (s)
Barnard	18	64,192	1978	2007
Bemis	15.2	64,192	1978	2007
Costello	23	52,055	1972	2007
Hamilton	15	64,192	1983	2007
Hill	12.9	54,336	1967	71 - 93 - 2006
Leonard	16.1	59,220	1959	68 - 94 - 2006
Martell	14.2	52,799	1972	92 - 2007
Morse	9.8	54,636	1956	62 - 68 - 94 - 2006
Schroeder	10	61,896	1970	93 - 2006
Troy Union	21.8	66,929	1925	53 - 70 - 90 - 2006
Wass	21.4	64,192	1978	2007
Wattles	19	59,150	1967	78 - 2007
Baker	40	128,098	2006	
Boulan Park	16	116,351	1971	2015
Larson	32	116,351	1971	2015
Smith	20.1	100,734	1967	73 - 82 - 89 - 2007
Athens	50	398,426	1974	93 - 99 - 2006
Niles	13.6	39,600	1923	56 - 65 - 76 - 91 - 2000
THS	72	354,210	1992	2005 - 2015
IA East/TCT	Shared Site With Baker	81,311	1952	55 - 67 - 70 - 78 - 80
Troy Preschool	Shared Site With Niles	68,654	2019	
Board Office	15.5	12,000	1973	1988
Services Building	Shared Site With Board	29,143	2000	
Transportation	3.9	11,328	1964	2007
Rankin	1.5	24,696	Unknown	




**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT A-4

[Home](#) [Calendar](#) [Availability](#) [New Schedule](#) [Documents](#) [My Settings](#) [MyDude](#)Search for  [Advanced Search](#)[Services](#) | [Help](#)Actions: [Add](#) | [List](#) | [Graph](#) | [Report](#)**Calendar** [Shortcuts](#)[Legend](#)


Month View

Select Month/Year


August  2017  [Print This!](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"


Area

 -- Select Area --


Location

 HIII Elementary School




Building

 --Select Building--

Room

 -- Select Room --


Start Time

(Use the CTRL key to select multiple rooms.)
1  00  AM  and greater

Event Status

 ALL events

Organization

 -- Include ALL Organizations --[Refresh Calendar](#)

Event Calendar for August 2017

		1 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	2 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	3 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	4 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	5
6	7 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	8 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	9 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	10 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	11 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	12
13	14 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	15 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	16 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	17 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	18 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	19
20	21 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	22 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	23 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	24 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	25 YS-Summer CARE HIII YS-Summer CARE HIII YS-Summer CARE HIII	26
27	28	29	30 1st Grade Meet the Teacher New Family Orientation	31 2nd Grade Professional Learning		

< - Previous Month

Next Month - >

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

[Home](#) [Calendar](#) [Availability](#) [New Schedule](#) [Documents](#) [My Settings](#) [MyDude](#)Search for [GO](#) [Advanced Search](#)[Services](#) | [Help](#)Actions: [Add](#) | [List](#) | [Graph](#) | [Report](#)[Calendar](#) [Shortcuts](#)[Legend](#)[Month View](#)

Select Month/Year

September 2017

[Print This](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room--

Start Time

(Use the CTRL key to select multiple rooms.)
1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

[Refresh Calendar](#)

Event Calendar for September 2017

					1	2
3	4	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	6 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	7 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	9
10	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Cub Scout Parent Meeting	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Curriculum Night	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Cub Scout Recruitment	14 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Curriculum Night 3,4,5 Curriculum Night	15 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	16
17	18 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Cub Scout Den Meeting	19 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Boy Scout Troop 1705 meeting	20 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Husky Robotics Practice - Team Smilka/Blakely	21 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Brownie meeting brownie meeting YS-CARE PM Hill PTO Meeting	22 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	23
24	25 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm GS Troop 71772 Meeting YS-CARE PM Hill Cub Scout Pack Meeting	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Boy Scout Troop 1705 meeting	27 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm 1st Grade - Professional Learning YS-CARE PM Hill Husky Robotics Practice - Team Smilka/Blakely	28 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	29 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	30

< - Previous Month

Next Month - >

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

October 2017

Print This

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room--

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for October 2017

1	2 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill 5th grade meeting	3 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess Wizards YS-CARE PM Hill Boy Scout Troop 1705 meeting	4 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Husky Robotics Practice - Team Smitka/Blakely	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	6 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	7
8	9 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Cub Scout Parent Meeting	10 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess Wizards YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting Hill Robotics Club Meeting	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Troy Recreation Husky Robotics Practice - Team Smitka/Blakely	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	14
15	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Cub Scout Den Meeting	17 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess Wizards YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	18 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Troy Recreation Husky Robotics Practice - Team Smitka/Blakely	19 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Brownie meeting YS-CARE PM Hill PTO Meeting	20 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	21
22	23 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm GS Troop 71772 Meeting YS-CARE PM Hill Hill Robotics Club Meeting Cub Scout Pack Meeting	24 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess Wizards YS-CARE PM Hill Troy Recreation Hill Robotics Club Meeting Boy Scout Troop 1705 meeting	25 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Conferences YS-CARE PM Hill Troy Recreation Husky Robotics Practice - Team Smitka/Blakely	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Conferences YS-CARE PM Hill	27 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	28
29	30 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Robotics Club Meeting	31 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Robotics Club Meeting Troy Recreation Boy Scout Troop 1705 meeting				

<- Previous Month

Next Month - >

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

November 2017

Print This!

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

-- Select Building --

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for November 2017

			<p>1</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Husky Robotics</p> <p>Practice - Team</p> <p>Smitka/Blakely</p>	<p>2</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p>	<p>3</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Cheer</p> <p>YS-CARE PM Hill</p>	
5	<p>6</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p>	<p>7</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Chess Wizards</p> <p>TCE-Golf</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Troy Recreation</p> <p>Boy Scout Troop</p> <p>1705 meeting</p>	<p>8</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Floor Hockey</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Husky Robotics</p> <p>Practice - Team</p> <p>Smitka/Blakely</p>	<p>9</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>YS-CARE PM Hill</p> <p>Kindergarten Nursery</p> <p>Rhyme Recital/Literacy</p> <p>Night</p> <p>Hill Robotics Club</p> <p>Meeting</p>	<p>10</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Cheer</p> <p>YS-CARE PM Hill</p> <p>Ladies Night Out PTO</p> <p>Fundraiser</p>	11
12	<p>13</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>GS Troop 71050</p>	<p>14</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Golf</p> <p>TCE-Chess Wizards</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Boy Scout Troop</p> <p>1705 meeting</p>	<p>15</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Floor Hockey</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Husky Robotics</p> <p>Practice - Team</p> <p>Smitka/Blakely</p>	<p>16</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>Brownie meeting</p> <p>TCE-Kickball</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p>	<p>17</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Cheer</p> <p>YS-CARE PM Hill</p>	18
19	<p>20</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>Girl Scout Meeting</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Troop Meeting</p> <p>GS Troop 75834</p> <p>Hill Cub Scout Pack</p> <p>1705</p>	<p>21</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Chess Wizards</p> <p>TCE-Golf</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Troy Recreation</p> <p>Boy Scout Troop</p> <p>1705 meeting</p>	<p>22</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Husky Robotics</p> <p>Practice - Team</p> <p>Smitka/Blakely</p>	23	24	25
26	<p>27</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Painting</p> <p>Friends</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>cub scouts</p> <p>Hill Cub Scout Pack</p> <p>1705</p>	<p>28</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Chess Wizards</p> <p>TCE-Golf</p> <p>YS-CARE PM Hill</p> <p>Troy Recreation</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Boy Scout Troop</p> <p>1705 meeting</p>	<p>29</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>1st Grade - ER</p> <p>Professional Learning</p> <p>YS-CARE PM Hill</p> <p>Hill Robotics Club</p> <p>Meeting</p> <p>Troy Recreation</p>	<p>30</p> <p>YS-CARE AM Hill</p> <p>YS-Hill GSRP Rm 1 &</p> <p>2</p> <p>Scholastic Book Fair</p> <p>YS-Hill Preschool Rm</p> <p>9</p> <p>TCE-Kickball</p> <p>YS-CARE PM Hill</p>		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

December 2017

Print Table

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

-- Select Building --

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for December 2017

					1 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill	2
3	4 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Hill Cub Scout Pack 1705 Parent Meeting	5 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ TCE-Golf ↓ YS-CARE PM Hill ↓ Troy Recreation ↓ Hill Robotics Club Meeting ↓ Boy Scout Troop 1705 meeting	6 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ TCE-Floor Hockey ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Troy Recreation	7 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ TCE-Kickball ↓ YS-CARE PM Hill ↓ Chris Cakes ↓ Hill Robotics Club Meeting	8 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ Scholastic Book Fair ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill	9
10	11 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ Girl Scout Meeting ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Hill Cub Scout Pack 1705 Den Meeting ↓ GS Troop 71050	12 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill ↓ Troy Recreation ↓ Hill Robotics Club Meeting ↓ Boy Scout Troop 1705 meeting	13 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Troy Recreation	14 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ TCE-Kickball ↓ Brownie meeting ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ PTO Meeting	15 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ TCE-Gingerbread House ↓ YS-CARE PM Hill	16
17	18 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Hill Cub Scout Pack 1705 Pack Meeting ↓ GS Troop 75834	19 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ Brownie Meeting ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Troy Recreation ↓ Boy Scout Troop 1705 meeting	20 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting ↓ Troy Recreation	21 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ TCE-Kickball ↓ YS-CARE PM Hill ↓ Hill Robotics Club Meeting	22 ↓ YS-CARE AM Hill ↓ YS-Hill GSRP Rm 1 & 2 ↓ YS-Hill Preschool Rm 9 ↓ YS-CARE PM Hill	23
24	25	26 ↓ Troy Recreation ↓ Boy Scout Troop 1705 meeting	27 ↓ Troy Recreation	28	29	30
31						

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

January 2018

Print This!

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room--

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for January 2018

	1	2 Troy Recreation Boy Scout Troop 1705 meeting	3 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Robotics Club Meeting Troy Recreation Hill Robotics Club Meeting	4 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Robotics Club Meeting Hill Robotics Club Meeting	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	6
7	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill GS Troop 71050 Hill Robotics Club Meeting Hill Cub Scout Pack 1705 Parent Planning Meeting	9 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Hill Robotics Club Meeting YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting Hill Robotics Club Meeting	10 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Robotics Club Meeting Troy Recreation Hill Robotics Club Meeting	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Hill Robotics Club Meeting YS-CARE PM Hill Hill Robotics Club Meeting	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill 50th Anniversary Family Dance	13
14	15 GS Troop 75834	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting Hill Robotics Club Meeting	17 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Hill Robotics Club Meeting Troy Recreation Hill Robotics Club Meeting	18 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE=Basketball Brownie meeting YS-CARE PM Hill Hill Robotics Club Meeting	19 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	20
21	22 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Hill Cub Scout Pack 1705 Den Meeting Hill Robotics Club Meeting	23 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting Hill Robotics Club Meeting	24 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Hill Robotics Club Meeting Troy Recreation Hill Robotics Club Meeting	25 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE=Basketball YS-CARE PM Hill Hill Robotics Club Meeting	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	27
28	29 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Pack Meeting	30 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	31 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill Troy Recreation			

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

February 2018

Print This!

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

-- Select Building --

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for February 2018

				1 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Basketball YS-CARE PM Hill Hill Robotics Club Meeting Hill Robotics Club Meeting	2 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	3
4	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Parent Planning Meeting	6 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	7 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS CARE PM Hill Troy Recreation cub scouts	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill Science Night	9	10 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill
11	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Den Meeting GS Troop 71050	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	14 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Troy Recreation	15 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Brownie meeting TCE-Mad Science TCE-Basketball YS-CARE PM Hill PTO Meeting	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	17
18	19 GS Troop 75834	20 Troy Recreation Boy Scout Troop 1705 meeting	21 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Troy Recreation	22 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Basketball TCE-Mad Science YS-CARE PM Hill Robotics Practice Variety Show Practice	23 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	24
25	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Variety Show Practice Hill Cub Scout Pack 1705 Pack Meeting	27 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Troy Recreation Robotics Practice Boy Scout Troop 1705 meeting	28 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Professional Learning - 1st Grade YS-CARE PM Hill Troy Recreation Robotics Practice			

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

March 2018

Print Table

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room--

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for March 2018

				1 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science TCE-Basketball YS-CARE PM Hill Robotics Practice	2 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	3
4	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Red Cross Blood Drive TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Parent Planning Meeting	6 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess YS-CARE PM Hill Troy Recreation Robotics Practice Boy Scout Troop 1705 meeting	7 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill Troy Recreation	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill Hill Variety Show Robotics Practice	9 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	10
11	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill GS Troop 71050 Hill Cub Scout Pack 1705 Den Meeting	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	14 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Kickball YS-CARE PM Hill Troy Recreation	15 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Brownie meeting TCE-Mad Science YS-CARE PM Hill Troy Spirit basketball	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	17
18	19 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill GS Troop 75834	20 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Troy Recreation Boy Scout Troop 1705 meeting	21 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Kickball YS-CARE PM Hill Troy Recreation	22 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	23 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	24
25	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Pack Meeting	27 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Kitchen Concoctions YS-CARE PM Hill International Festival Boy Scout Troop 1705 meeting	28 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Polymer Clay Sculpting TCE-Kickball YS-CARE PM Hill	29 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	30	31

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

April 2018

Print Table

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for April 2018

1	2	3 Boy Scout Troop 1705 meeting	4	5	6	7
8	9 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Parent Planning Meeting	10 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Boy Scout Troop 1705 meeting	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	14
15	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill GS Troop 75834	17 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Reading Recovery Training Boy Scout Troop 1705 meeting	18 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	19 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science Brownie meeting YS-CARE PM Hill PTO Meeting	20 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	21
22	23 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Den Meeting	24 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill 5th Grade Camp Parent Meeting Boy Scout Troop 1705 meeting	25 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	26 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	27 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill Mom2Mom Sale Set Up	28 Mom2Mom Sale
29	30 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm GS Troop 71772 Meeting TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Pack Meeting					

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

May 2018

Print Table

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Hill Elementary School

Building

--Select Building--

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for May 2018

		1 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Boy Scout Troop 1705 meeting	2 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	3 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill	4 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	5
6	7 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Parent Planning Meeting	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Boy Scout Troop 1705 meeting	9 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	10 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill Robotics Interested Persons Meeting	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	12
13	14 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill GS Troop 71050 Hill Cub Scout Pack 1705 Den Meeting	15 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill Boy Scout Troop 1705 meeting	16 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	17 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm Brownie meeting TCE-Mad Science YS-CARE PM Hill PTO Meeting	18 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	19
20	21 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Young Rembrandts YS-CARE PM Hill GS Troop 75834 Hill Cub Scout Pack 1705 Pack Meeting	22 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Chess TCE-Golf YS-CARE PM Hill first Grade Informance Boy Scout Troop 1705 meeting	23 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Floor Hockey YS-CARE PM Hill	24 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Mad Science YS-CARE PM Hill	25 YS-CARE AM Hill Follett Book Fair YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Cheer YS-CARE PM Hill	26
27	28	29 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm TCE-Golf TCE-Chess YS-CARE PM Hill Reading Recovery Training Boy Scout Troop 1705 meeting	30 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill	31 YS-CARE AM Hill YS-Hill GSRP Rm 1 & YS-Hill Preschool Rm YS-CARE PM Hill		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Month View

Select Month/Year

June ▾ 2018 ▾



Print This

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area -- ▾

Location

Hill Elementary School

Building

-- Select Building --

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)

1 ▾ 00 ▾ AM ▾ and greater

Event Status

ALL events ▾

Organization

-- Include ALL Organizations -- ▾

[Refresh Calendar](#)

Event Calendar for June 2018

					1 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 TCE-Cheer YS-CARE PM Hill Family Fun Night	2
3	4 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 TCE-Young Rembrandts YS-CARE PM Hill Hill Cub Scout Pack 1705 Parent Planning Meeting	5 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill Robotics Practice Boy Scout Troop 1705 meeting	6 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	7 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	8 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	9
10	11 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill GS Troop 71050	12 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill Boy Scout Troop 1705 meeting	13 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	14 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	15 YS-CARE AM Hill YS-Hill GSRP Rm 1 & 2 YS-Hill Preschool Rm 9 YS-CARE PM Hill	16
17	18	19 Summer CARE	20 Summer CARE Summer CARE	21 Summer CARE Summer CARE	22 Summer CARE Summer CARE	23
24	25 Summer CARE Summer CARE Camp Invention	26 Summer CARE Camp Invention	27 Summer CARE Camp Invention	28 Summer CARE Camp Invention	29 Summer CARE Camp Invention	30

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Month View

Select Month/Year

[August](#) [2017](#)[Print Table](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

[-- Select Area --](#)

Location

[Smith Middle School](#)

Building

[--Select Building--](#)

Room

[-- Select Room --](#)

Start Time

[\(Use the CTRL key to select multiple rooms.\)](#)
[1](#) [00](#) [AM](#) and greater

Event Status

[ALL events](#)

Organization

[-- Include ALL Organizations --](#)[Refresh Calendar](#)

Event Calendar for August 2017

		1 Rochester Villa Summer Camp	2 Rochester Villa Summer Camp	3 Rochester Villa Summer Camp	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 Adventure Island Summer Program 2017	22 Adventure Island Summer Program 2017	23 SMS Schedule Pickup Day 2017 Adventure Island Summer Program 2017	24 Adventure Island Summer Program 2017	25	26
27	28	29	30	31		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

[Home](#) [Calendar](#) [Availability](#) [New Schedule](#) [Documents](#) [My Settings](#) [MyDude](#)Search for [GO](#) [Advanced Search](#)[Services](#) | [Help](#)Actions: [Add](#) | [List](#) | [Graph](#) | [Report](#)**Calendar** [Shortcuts](#)[Legend](#)

Month View

Select Month/Year

September 2017

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INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Smith Middle School

Building

--Select Building--

Room

-- Select Room--

Start Time (Use the CTRL key to select multiple rooms.)

1:00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

[Refresh Calendar](#)

Event Calendar for September 2017

					1	2
3	4	5	6	7 SMS Parent (New to TSD) Orientation	8	9
10	11 SMS Basketball Practices Fulcher	12	13 science olympiad	14 PTO Meetings 2017-2018 SMS Basketball Practices Fulcher	15	16
17	18 SMS Basketball Practices Fulcher	19	20 Science Olympiad	21 SMS Curriculum Night 2017 SMS Basketball Practices Fulcher	22	23
24	25 SMS Basketball Practices Fulcher	26	27 science olympiad	28 SMS Basketball Practices Fulcher	29	30

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Search for

[Advanced Search](#)[Services](#) | [Help](#)Actions: [Add](#) | [List](#) | [Graph](#) | [Report](#)**Calendar**[Shortcuts](#)[Legend](#)

Month View

Select Month/Year

October ▼ 2017 ▼

[Print Table](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Smith Middle School

Building

-- Select Building --

Room

-- Select Room --

Start Time

(Use the CTRL key to select multiple rooms.)
1:00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

[Refresh Calendar](#)

Event Calendar for October 2017

1	2 SMS Basketball Practices Fulcher	3 Gr. 7 Health Sexuality Parent Preview Night	4 SMS FTC ROBOTICS science olympiad	5 SMS FTC ROBOTICS SMS Basketball Practices Fulcher	6	7
8	9 SMS Basketball Practices Fulcher	10	11 science olympiad	12 SMS FTC ROBOTICS SMS Basketball Practices Fulcher	13 SMS FTC ROBOTICS	14
15	16 SMS Basketball Practices Fulcher	17	18 2017-2018 P/T Conferences	19 2017-2018 P/T Conferences SMS Basketball Practices Fulcher	20 Woodside Bible Church	21
22	23 SMS Basketball Practices Fulcher	24 Eagle Board of Review PTO Meetings 2017- 2018	25 SMS FTC ROBOTICS	26 TCE-Income Investing TCE-Swing/Ballroom SMS Basketball Practices Fulcher	27	28
29	30 SMS Basketball Practices Fulcher	31				



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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Month View

Select Month/Year

November  2017  [Print This!](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"


Area

--Select Area-- 


Location

Smith Middle School 




Building

--Select Building-- 

Room

--Select Room-- 


Start Time

1  00  AM  and greater

Event Status

ALL events 

Organization

-- Include ALL Organizations -- [Refresh Calendar](#)

Event Calendar for November 2017

			1	2 SMS Basketball Practices Fulcher	3	4
5	6 Girl Scout Meeting SMS Basketball Practices Fulcher	7	8 ADK Meetings Eve Training 2017- 2018	9 SMS Basketball Practices Fulcher	10	11
12	13 science olympiad SMS Basketball Practices Fulcher	14 Dc Parent Meeting Girl Scout Meeting Garden Club Meeting	15 Eve Training 2017- 2018 science olympiad	16 PTO Meetings 2017- 2018 SMS Basketball Practices Fulcher	17	18 Cheer Practice Cheer Practice
19	20 SMS Basketball Practices Fulcher	21	22 Eve Training 2017- 2018	23 SMS Basketball Practices Fulcher	24	25
26	27 science olympiad SMS Basketball Practices Fulcher	28	29 Eve Training 2017- 2018 science olympiad	30 SMS Basketball Practices Fulcher		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Month View

Select Month/Year

December 2017

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INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area	-- Select Area --
Location	Smith Middle School
Building	--Select Building--
Room	-- Select Room--

(Use the CTRL key to select multiple rooms.)

Start Time	1:00 AM and greater
Event Status	ALL events
Organization	-- Include ALL Organizations --

[Refresh Calendar](#)

Event Calendar for December 2017

					1	2
3	4 science olympiad SMS Basketball Practices Fulcher	5 Eagle Scout Board of Review	6 Eve Training 2017- 2018	7 SMS Basketball Practices Fulcher	8	9
10	11 science olympiad SMS Basketball Practices Fulcher	12 Winter Orchestra Concert	13 ADK Meetings Eve Training 2017- 2018 science olympiad Smith Bands Holiday Concert Performance	14 SMS Basketball Practices Fulcher	15	16
17	18 science olympiad science olympiad SMS Basketball Practices Fulcher	19 Smith Bands Holiday Concert Performance	20 Eve Training 2017- 2018	21 SMS Basketball Practices Fulcher	22	23
24	25 science olympiad SMS Basketball Practices Fulcher	26	27 Eve Training 2017- 2018	28 SMS Basketball Practices Fulcher	29	30
31						

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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January 2018

[Print This!](#)**INSTRUCTIONS:** To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"**Area**

-- Select Area --

Location

Smith Middle School

Building

--Select Building--

Room

-- Select Room --

Start Time (Use the CTRL key to select multiple rooms.)
1:00 AM and greater**Event Status** ALL events**Organization** -- Include ALL Organizations --[Refresh Calendar](#)

Event Calendar for January 2018

	1 science olympiad SMS Basketball Practices Fulcher	2	3 Eve Training 2017-2018	4 Science Olympiad Experimenting SMS Basketball Practices Fulcher	5	6
7	8 science olympiad SMS Basketball Practices Fulcher	9	10 ADK Meetings Eve Training 2017-2018	11 Science Olympiad Experimenting SMS Basketball Practices Fulcher	12	13
14	15 science olympiad SMS Basketball Practices Fulcher	16 Eve Training 2017-2018	17 Eve Training 2017-2018	18 Science Olympiad Experimenting SMS Basketball Practices Fulcher	19	20
21	22 science olympiad SMS Basketball Practices Fulcher	23	24 Eve Training 2017-2018	25 Science Olympiad Experimenting PTO Meetings 2017-2018 SMS Basketball Practices Fulcher	26	27
28	29 science olympiad SMS Basketball Practices Fulcher	30 Weekly Boy Scout Meeting	31 Eve Training 2017-2018			

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.


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Select Month/Year
[February](#) [2018](#)
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INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Smith Middle School

Building

--Select Building--

Room

-- Select Room --

Start Time

1 00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

[Refresh Calendar](#)

Event Calendar for February 2018

				1 Science Olympiad Experimenting SMS FTC ROBOTICS SMS Basketball Practices Fulcher	2	3
4	5 SMS Basketball Practices Fulcher	6 Basketball Practice (Rehbine) Eagle Scout Board of Review TCE-Lacrosse Weekly Boy Scout Meeting	7 Eve Training 2017- 2018	8 SMS 7/8 Girls Volleyball Home Games SMS FTC ROBOTICS Science Olympiad Experimenting SMS Basketball Practices Fulcher	9	10
11	12 SMS Basketball Practices Fulcher	13 Basketball Practice (Rehbine) TCE-Lacrosse Weekly Boy Scout Meeting	14 SMS 7/8 Girls Volleyball Home Games ADK Meetings Eve Training 2017- 2018	15 SMS FTC ROBOTICS Science Olympiad Experimenting PTO Meetings 2017- 2018 SMS Basketball Practices Fulcher	16	17
18	19 SMS Basketball Practices Fulcher	20 Weekly Boy Scout Meeting	21 SMS Wrestling Practices/Matches 2018 Pre-Festival Concert Eve Training 2017- 2018	22 SMS Wrestling Practices/Matches 2018 SMS 7/8 Girls Volleyball Home Games Science Olympiad Experimenting SMS FTC ROBOTICS Relay For Life - Kick Off SMS FTC ROBOTICS BANQUET SMS Basketball Practices Fulcher	23 SMS Wrestling Practices/Matches 2018	24 TSD winter guard reh.
25	26 SMS Wrestling Practices/Matches 2018 Science Olympiad Experimenting Science Olympiad SMS Basketball Practices Fulcher	27 SMS Wrestling Practices/Matches 2018 SMS 7/8 Girls Volleyball Home Games Basketball Practice (Rehbine) TCE-Lacrosse Weekly Boy Scout Meeting Girl Scout Meeting	28 SMS Wrestling Practices/Matches 2018 Eve Training 2017- 2018			

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Month View

Select Month/Year

March 2018

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INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Smith Middle School

Building

--Select Building--

Room

-- Select Room--

Start Time

(Use the CTRL key to select multiple rooms.)
1 00 AM and greater

Event Status

All events

Organization

-- Include All Organizations --

[Refresh Calendar](#)

Event Calendar for March 2018

				1 SMS Wrestling Practices/Matches 2018 Troy Spirit Girls Basketball Practice SMS FTC ROBOTICS SMS Basketball Practices Fulcher	2 SMS Wrestling Practices/Matches 2018 Science Olympiad Experimenting	3
4	5 SMS Wrestling Practices/Matches 2018 SMS Basketball Practices Fulcher	6 SMS Wrestling Practices/Matches 2018 TCE-Lacrosse Weekly Boy Scout Meeting	7 SMS Wrestling Practices/Matches 2018 Eve Training 2017-2018	8 SMS Wrestling Practices/Matches 2018 Troy Spirit Girls Basketball Practice SMS FTC ROBOTICS SMS Basketball Practices Fulcher	9 SMS Wrestling Practices/Matches 2018	10
11	12 SMS Wrestling Practices/Matches 2018 SMS 7/8 Girls Volleyball Home Games Science Olympiad Science Olympiad Meeting SMS Basketball Practices Fulcher	13 SMS Wrestling Practices/Matches 2018 Basketball Practice (Rehblin) TCE-Lacrosse Weekly Boy Scout Meeting Girl Scout Meeting Science Olympiad Meeting	14 Choir 6 Combined O/E Rehearsal SMS Wrestling Practices/Matches 2018 ADK Meetings Eve Training 2017-2018	15 2017-2018 P/T Conferences SMS Wrestling Practices/Matches 2018 SMS FTC ROBOTICS SMS Basketball Practices Fulcher	16 SMS Wrestling Practices/Matches 2018	17
18	19 SMS Wrestling Practices/Matches 2018 Science Olympiad Experimenting SMS Basketball Practices Fulcher	20 SMS Wrestling Practices/Matches 2018 Weekly Boy Scout Meeting Smith Music Showcase	21 SMS Wrestling Practices/Matches 2018 SMS 7/8 Girls Volleyball Home Games Eve Training 2017-2018	22 SMS Wrestling Practices/Matches 2018 R4L Meetings Troy Spirit Girls Basketball Practice SMS FTC ROBOTICS PTO Meetings 2017-2018 SMS Basketball Practices Fulcher	23 Science Olympiad Celebration SMS Wrestling Practices/Matches 2018	24 TSD winter guard reh.
25	26 SMS Wrestling Practices/Matches 2018 TCE-Safe on Campus Science Olympiad Experimenting SMS Basketball Practices Fulcher	27 SMS Wrestling Practices/Matches 2018 SMS FTC ROBOTICS Weekly Boy Scout Meeting Festival of Cultures	28 SMS Wrestling Practices/Matches 2018 Eve Training 2017-2018	29 SMS Wrestling Practices/Matches 2018 SMS FTC ROBOTICS Troy Spirit Girls Basketball Practice SMS Basketball Practices Fulcher	30	31

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.



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Month View

Select Month/Year

April 2018

 Print Table!

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Smith Middle School

Building

--Select Building--

Room

-- Select Room--

Start Time (Use the CTRL key to select multiple rooms.)
1 00 AM and greater

Event Status ALL events

Organization -- Include ALL Organizations --

Refresh Calendar

Event Calendar for April 2018

1	2 Science Olympiad Experimenting	3 Weekly Boy Scout Meeting	4	5 SMS FTC ROBOTICS	6	7
8	9 Science Olympiad Experimenting	10 Eve Training Eagle Scout Review Weekly Boy Scout Meeting	11 ADK Meetings	12 SMS FTC ROBOTICS	13	14
15	16 Science Olympiad Experimenting science olympiad SMS Basketball Practices Fulcher	17 Eve Training Weekly Boy Scout Meeting SMS 5th Grade Parent Orientation	18	19 Eve Training R4L Meetings SMS FTC ROBOTICS PTO Meetings 2017- 2018 SMS 5th Grade Parent Orientation SMS Basketball Practices Fulcher	20	21
22	23 Science Olympiad Experimenting SMS Basketball Practices Fulcher	24 Girl Scout Meeting Weekly Boy Scout Meeting	25 Smith Music Showcase	26 R4L Meetings SMS FTC ROBOTICS SMS Basketball Practices Fulcher	27	28
29	30 SMS Basketball Practices Fulcher					

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.


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Month View


Select Month/Year

May  2018  [Print This!](#)**INSTRUCTIONS:** To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area -- 

Location

Smith Middle School 

Building


-- Select Building -- 

Room

-- Select Room -- 

Start Time


(Use the CTRL key to select multiple rooms.)

1:00 AM  and greater

Event Status

ALL events 

Organization

-- Include ALL Organizations -- [Refresh Calendar](#)



Event Calendar for May 2018

		1 Weekly Boy Scout Meeting	2	3 Eve Training SMS FTC ROBOTICS SMS Basketball Practices Fulcher	4	5
6	7 TCE-Self Defense Children TCE-Self Defense Women SMS Basketball Practices Fulcher	8 Girl Scout Meeting SMS FTC ROBOTICS Weekly Boy Scout Meeting	9 ADK Meetings	10 SMS FTC ROBOTICS SMS Basketball Practices Fulcher	11	12
13	14 SMS Basketball Practices Fulcher	15 Girl Scout Meeting Weekly Boy Scout Meeting SMS FTC ROBOTICS	16	17 SMS FTC ROBOTICS PTO Meetings 2017-2018 SMS Basketball Practices Fulcher	18	19
20	21 TCE-Safe on Campus SMS Basketball Practices Fulcher	22 Weekly Boy Scout Meeting SMS Choir Grand Finale	23	24 SMS Dance Charity R4L SMS FTC ROBOTICS 4th Annual SMS DaVinci Award Film Festival SMS Basketball Practices Fulcher	25	26
27	28	29 Weekly Boy Scout Meeting	30	31 SMS FTC ROBOTICS SMS Basketball Practices Fulcher		







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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area[-- Select Area --](#) **Location**[Smith Middle School](#) **Building**[--Select Building--](#) **Room**[-- Select Room --](#) **Start Time**[1](#)  [00](#)  [AM](#)  [and greater](#)**Event Status**[ALL events](#) **Organization**[-- Include ALL Organizations --](#) [Refresh Calendar](#)**Event Calendar for June 2018**

					1	2 ACS R4L OF TROY
3 ACS R4L OF TROY	4	5 Weekly Boy Scout Meeting	6 Orchestra Spring Concert	7 SMS Band Collage Concert SMS FTC ROBOTICS	8	9
10	11	12 Weekly Boy Scout Meeting	13 SMS GR. 8 PROMOTION REHEARSAL	14 SMS GR. 9 PROMOTION CEREMONY & PARTY	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Month View

Select Month/Year

August 2017

Print Table

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area

-- Select Area --

Location

Troy High School

Building

--Select Building--

Room

-- Select Room --

Start Time (Use the CTRL key to select multiple rooms.)

1:00 AM and greater

Event Status

ALL events

Organization

-- Include ALL Organizations --

Refresh Calendar

Event Calendar for August 2017

		1 High School Summer School TCE-Courtsey Seg I Football Offseason Workouts Cheer Practice TCE-Courtsey Seg I TCE-Swim Lessons Troy United Hockey Drumline Rehearsal	2 High School Summer School TCE-Courtsey Seg I Football Offseason Workouts TCE-Courtsey Seg I TCE-Swim Lessons TCMB - Clarinet Sectionals TCMB Colorguard Cheer Practice Robotics Club Meeting	3 High School Summer School TCE-Courtsey Seg I Football Offseason Workouts Cheer Practice TCE-Courtsey Seg I TCE-Swim Lessons Troy United Hockey	4 High School Summer School Football Offseason Workouts TCE-Swim Lessons Cheer Practice	5
6	7 TCE-Courtsey Seg II Swim Team TCMB Precamp Football Practice TCE-Courtsey Seg I Cheer Practice Athletic Boosters Meeting	8 Football Practice 2/days Swim Team TCE-Courtsey Seg II Cheer Practice TCE-Courtsey Seg I Troy United Hockey Volleyball Try-outs Drumline Rehearsal	9 Swim Team Football Practice 2/days TCMB Precamp TCE-Courtsey Seg I Volleyball Try-outs Cheer Practice Robotics Club Meeting TCMB Pre-Camp Meeting	10 TCMB Precamp TCE-Courtsey Seg II Football Practice 2/days Swim Team Cheer Practice TCE-Courtsey Seg I Troy United Hockey Volleyball Try-outs	11 Football Practice 2/days Swim Team Volleyball Try-outs Cheer Practice	12 TCMB Pre-Camp Loading
13 Football Sunday practice	14 Football Practice 2/days Swim Team TCE-Courtsey Seg I TCE-Courtsey Seg I Cheer Practice Parent-Teacher Org. Parent Swim Meeting	15 Football Practice 2/days Swim Team TCE-Courtsey Seg I Cheer Practice TCE-Courtsey Seg I Troy United Hockey Drumline Rehearsal Boys Water Polo	16 Swim Team TCE-Courtsey Seg I TCE-Courtsey Seg I Cheer Practice Robotics Club Meeting	17 Swim Team TCE-Courtsey Seg I Cheer Practice TCE-Courtsey Seg I Troy United Hockey Football single practice Boys Soccer Team Meeting	18 Swim Team TCE-Courtsey Seg I Football single practice TCMB Sneak Preview Cheer Practice	19
20 Football Sunday practice	21 August Orientations Swim Team TCE-Courtsey Seg I TCE-Courtsey Seg II Cheer Practice Football single practice Troy Colt Bands Troy Robotics FLL Summer Camp Boys Water Polo Golf Parent Meeting All-Night Party Committee	22 August Orientations Swim Team TCE-Courtsey Seg I Cheer Practice TCE-Courtsey Seg II Troy United Hockey Football single practice Drumline Rehearsal Troy Robotics FLL Summer Camp Boys Water Polo	23 August Orientations Swim Team TCE-Courtsey Seg I Football single practice TCMB Colorguard Team Dinner Football Games Cheer Practice Robotics Club Meeting	24 August Orientations Swim Team TCE-Courtsey Seg I TCE-Courtsey Seg II Troy United Hockey Football single practice Football Games Cheer Warm Up For Game Troy Robotics FLL Summer Camp	25 Swim Team Football single practice Cheer Practice Troy Robotics FLL Summer Camp	26 Troy Robotics Team Meeting Troy Robotics Team Meeting
27	28 Swim Team TCE-Courtsey Seg I Cheer Practice Football single practice Troy Colt Bands Boys Water Polo Robotics Team meeting Robotics Team Meeting	29 TCE-Courtsey Seg I Swim Team Cheer Practice Troy United Hockey Football single practice Drumline Rehearsal Boys Water Polo Robotics Team meeting	30 TCE-Courtsey Seg I Swim Team Football single practice TCMB Colorguard Boys Water Polo Practice Cheer Practice Team Dinner Football Games Robotics Club Meeting	31 Make-up orientation Swim Team Staff Opening Meeting Troy United Hockey Football single practice Troy Colt Bands Swim Meet Football Games Cheer Warm Up For Game		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

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Legend

Select Month/Year
September 2017

Print Title:

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area	-- Select Area --
Location	Troy High School
Building	-- Select Building --
Room	-- Select Room --

(Use the CTRL key to select multiple rooms.)

Start Time and greater

Event Status ☒ All events

Organization ☒ Include All Organizations ☐ Exclude All Organizations

Refresh Calendar

Event Calendar for September 2017

[illegible]

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event

Month View

Select Month/Year

October 2017

Refresh

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the left and then click "Refresh Calendar"

Area

Select Area

Location

Troy High School

Building

Select Building

Room

Select Room

Start Time

1:00 AM and greater

Event Status

All Events

Organization

Include All Organizations

Refresh Calendar

Event Calendar for October 2017

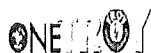
1	2	3	4	5	6	7
TCE-Flag Football	Swim Practice Football single practice Fall Play Rehearsals Troy Col. Bands Varsity Practice TCE-Courtesy Seg I Cheer Practice Troy United Hockey Boys Water Polo Team Dinner Troy High athletics Water Polo Boys Team Dinner Troy High athletics Robotics Team meeting Athletic Boosters Meeting	Swim Practice Final picture re-takes Fall Play Rehearsals Football single practice Varsity Practice TCE-Courtesy Seg I Troy Volleyball Cheer Practice Drumline Rehearsal Boys Water Polo Rebatics Team meeting THS Girls Basketball	Swim Practice Senior class photo Football single practice Still in the mix Varsity Practice TCE-Courtesy Seg I Cheer Practice Troy United Hockey IAF Music Concert Troy High athletics Troy High athletics Powderpuff Football game Robotics Club meeting	Swim Practice Football single practice THS Athletics Varsity Practice TCE-Courtesy Seg I Cheer Practice Team Dinner Football Games IAE Music Concert Homecoming Float Party Cheer Pep Assembly Dress Rehearsal TCE-Beg Bagpipes TCE-Intermed Bagpipes	Swim Practice Project LEAD Football single practice Choir Rehearsal Varsity Practice Troy High athletics Homecoming Court Jumper TCEB - Homecoming Dinner Cheer Team Dinner Football Games	Troy Recreation Saturday School Girls swim TCE-Qigong & Tai Chi TCE-SAT Prep Homecoming decorating and dance Water Polo Optional Practice
8	9	10	11	12	13	14
TCE-Flag Football	Swim Practice Fall Play Rehearsals Football single practice Troy Col. Bands Varsity Practice TCE-Courtesy Seg I Cheer Practice Troy United Hockey Boys Water Polo Team Dinner Troy High athletics Water Polo Boys Team Dinner Troy High athletics Robotics Team meeting OATH Parent-Teacher Org	Swim Practice MMC Make-up cap and gown orders MSU Visit Fall Play Rehearsals Football single practice Math Madness Building Leadership Meetings Varsity Practice TCE-Courtesy Seg I Cheer Practice Football JV Team Dinner Drumline Rehearsal Troy Col. Bands Boys Water Polo Troy Cowboys Robotics Team meeting THS Girls Basketball LAX Boys Parent Meeting	Swim Practice PSAT/NMSQT testing juniors Counselor PD Fall Play Rehearsals Football single practice TCMB - MSDOA Varsity Practice Teacher Book Group DECA meeting TCE-Courtesy Seg I TCMB Colorguard Football Games Girls swim meet JV Team Dinner Troy United Hockey Troy High athletics Troy Cowboys Robotics Club Meeting	Swim Practice Spooktacular Football single practice Fall Play Rehearsals Varsity Practice THS Athletics Parent-Teacher Conference Dinner TCEB Colorguard Parent-Teacher Conference Massage Cheer Practice Team Dinner Troy United Hockey THS Girls Basketball TCE-Beg Bagpipes TCE-Intermed Bagpipes	Swim Practice Project LEAD Football single practice Choir Rehearsal Varsity Practice Troy High athletics Football Games Troy Cowboys	Girls swim Saturday School Prestige Composite Headshot photo Troy Recreation TCE-SAT Prep Water Polo Practice TCE-Swim
15	16	17	18	19	20	21
TCE-Flag Football	Swim Practice Football single practice Fall Play Rehearsals Troy Col. Bands Varsity Practice TCE-Courtesy Seg I Spooktacular Dress/Potluck Soccer Meeting Troy United Hockey Boys Water Polo Troy High athletics Troy High athletics Robotics Team meeting All-Night Party Committee	Swim Practice Fall Play Rehearsals Football single practice Math Madness Varsity Practice TCE-Courtesy Seg II Cheer Practice TIA Meeting Drumline Rehearsal post game meal Water Polo Boys Team Dinner Boys Water Polo Troy Cowboys Spooktacular Concert Robotics Team meeting THS Girls Basketball	Swim Practice Football single practice Fall Play Rehearsals Varsity Practice TCE-Courtesy Seg I JV Team Dinner TCMB Colorguard Soccer Meeting Troy United Hockey Eco-car Marathon meeting Troy Cowboys Troy High athletics Troy High athletics Robotics Club Meeting	Swim Practice Nation Meditation Football single practice Fall Play Rehearsals Varsity Practice THS Athletics Mid-Autumn Festival Celebration TCE-Courtesy Seg II Swim Meet Cheer Practice Team Dinner Football Games Troy Cowboys THS Girls Basketball TCE-Beg Bagpipes TCE-Intermed Bagpipes	Swim Practice Project LEAD Football single practice Choir Rehearsal Varsity Practice Troy High athletics Football Games Troy Cowboys	Girls swim Science Olympiad Saturday School Troy Recreation TCE-Qigong & Tai Chi TCE-SAT Prep TCE-Swim Oakland University Rugby Team Robotics Team bonding
22	23	24	25	26	27	28
TCE-Flag Football Cowan Concert fundraiser	Swim Practice Football single practice Fall Play Rehearsals Varsity Practice TCMB - Coll. Spec. Rehearsal TCE-Courtesy Seg I Cheer Practice Troy United Hockey Troy United Hockey Boys Water Polo Troy High athletics Troy High athletics Robotics Team meeting Football banquet planning	Swim Practice Fall Play Rehearsals Football single practice Math Madness Varsity Practice TCMB - Coll. Spec. Rehearsal TCE-Courtesy Seg II Soccer Meeting Cheer Practice Drumline Rehearsal Taiwanese Visting Students Welcome Party Taiwanese Visting Students Welcome Party Troy Cowboys Boys Water Polo Robotics Team meeting	Swim Practice Football single practice Fall Play Rehearsals Varsity Practice TCE-Courtesy Seg I Troy United Hockey Troy United Hockey Coaches Book Club Troy Cowboys Troy High athletics Troy High athletics Robotics Club Meeting Coaches Meeting - Winter Sports	Swim Practice Football single practice Fall Play Rehearsals Varsity Practice TCE-Courtesy Seg I THS Athletics TCE-Courtesy Seg I Cheer Practice Football Playoff Team Dinner Troy Cowboys Troy Cowboys TCE-Intermed Bagpipes	Swim Practice Project LEAD Football single practice Fall Play Rehearsals Choir Rehearsal Varsity Practice Troy High athletics Soccer Meeting Robotics - Halloween Fun Event Troy Cowboys Troy Cowboys Robotics Team Dinner Practice	ACT/SAT Robotics Team Dinner Practice Troy Recreation Girls swim Saturday School TCE-Qigong & Tai Chi Troy Recreation TCE-SAT Prep Robotics Dinner Practice TCE-Swim
29	30	31				
TCE-Flag Football	Swim Practice Football single practice Fall Play Rehearsals Varsity Practice TCE-Courtesy Seg I Troy United Hockey Cheer Practice Girls swim dinner Troy United Hockey Boys Water Polo Troy High athletics Troy Cowboys Robotics Team meeting	Swim Practice Fall Play Rehearsals Football single practice Math Madness Varsity Practice TCE-Courtesy Seg I Cheer Practice Drumline Rehearsal Boys Water Polo Swim Team dinner Basketball Boys Robotics Team meeting				

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event



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Calendar Shortcuts

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Month Views

Select Month/Year

December 2017

4. **Print Time**

Area

Select Area

Location

FROM THE EDITOR

Building

1997

Room

Saint Room.

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

(Use the CTRL key to select multiple rooms)

Start Time 1 00 AM

Event Status All events

Organization *Interstate Oil & Chemicals, Inc.*

Organization: Indiana All Children's Association, Inc.

Refresh Calendar

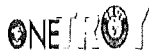
Event Calendar for December 2017

						1 Project LEAD meetings Choir Rehearsal Boys Swim THS Basketball wrestling Cheer Cheer Practice Varsity Synchro Varsity Synchro Practice Troy High Athletics	2 Boys swim SAT- accommodated Saturday School Troy Recreation Robotics FTC Driver Practice TCE-SAT Prep Memphis Foundation Holiday Party Boys Swim
THS Basketball	2 Othello Performance Musical Workshop & Auditions TCE-Courtesy Seg I THS Basketball Boys Swim Troy United Hockey Cheer Practice Troy United Hockey Bolan Park Middle School Orchestra Concert Varsity Synchro Practice Robotics Team meeting Athletic Boosters Meeting	3 Math Madness DECA testing wrestling THS Basketball Boys Swim TCE-Courtesy Seg I Cheer Practice Drumline Rehearsal Varsity Synchro Practice Robotics Team meeting Troy athletics	4 TCB - Rehearsal - Winter Concert MMC Part 2 Staff Meeting Varsity Synchro Seg I Boys Swim THS Basketball Cheer Practice Troy United Hockey Varsity Synchro Practice Robotics Driver Practice and FTC/FLL Workshop Robotics Club meeting	5 TCB - Winter Concert Unofficial Clubs meeting Unofficial Clubs meeting THS Athletics Boys Swim TCE-Courtesy Seg I wrestling THS Basketball Hockey Team Dinner Cheer Practice Varsity Synchro Practice Robotics Driver Practice and FTC/FLL Workshop Robotics Driver Practice and FTC/FLL Workshop TCE-Bag Bagpipes TCE-Intermed Bagpipes	6 Project LEAD meetings Choir Rehearsal Boys Swim Troy High Boys Basketball Boys Swim THS Basketball Cheer Practice Varsity Synchro Varsity Synchro Practice CCCAM Cheer Comp	7 CCCAM Cheer Comp Saturday School Troy Recreation TCE-SAT Prep Boys Swim	
THS Basketball	11 Musical Workshop & Auditions Liamini seniors THS Basketball TCE-Courtesy Seg II Boys Swim Troy United Hockey Cheer Practice Troy United Hockey Dodgeball Elimination rounds Varsity Synchro Practice Robotics Team meeting Parent-Teacher Org QA/VI	12 Counselor PD Math Madness Musical Workshop & Auditions Building Leadership meetings TCE-Courtesy Seg I Boys Swim THS Basketball Troy Swim Meet Boys Swim Cheer Practice Drumline Rehearsal Varsity Synchro Practice Japan exchange Robotics Team meeting	13 Teacher Book Group Boys Swim TCE-Courtesy Seg II Troy High Boys Basketball Cheer Practice THS Basketball Troy United Hockey Varsity Synchro Practice Robotics Driver Practice and FTC/FLL Workshop Robotics Club Meeting	14 THS Athletics Boys Swim TCE-Courtesy Seg I THS Basketball wrestling Cheer Practice Varsity Synchro Practice Robotics Driver Practice and FTC/FLL Workshop TCE-Bag Bagpipes TCE-Intermed Bagpipes	15 Project LEAD meetings Musical Workshop & Auditions Troy Colt Bands Cheer Practice Student Book Discuss in Groups Boys Swim TCE-Courtesy Seg II wrestling THS Basketball Choir Rehearsal TMB Ballet Nutcracker Rehearsal Varsity Synchro Varsity Synchro Practice	16 Saturday School Boys swim Troy Recreation Troy Colt Bands Nutcracker Robotics Driver tryout Science Olympiad Invitational Science Olympiad TCE-SAT Prep TMB Ballet presents the Nutcracker Boys Swimmer	
TMB Ballet presents the Nutcracker THS Basketball	18 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Troy United Hockey Varsity Synchro Practice Robotics Driver tryout Robotics Team meeting All-Night Party Committee	19 Musical Rehearsals Math Madness Teacher Book Group Troy High Golf Winter Meeting THS Basketball wrestling Boys Swim TCE-Courtesy Seg I Cheer Practice Drumline Rehearsal Varsity Synchro Practice Robotics Driver tryout Robotics Team meeting Boys Basketball Practice	20 DECA Meeting Musical Rehearsals OCEA Meeting IASA dance practice Cheer Practice THS Basketball TCE-Courtesy Seg I Boys Swim Troy United Hockey Varsity Synchro Practice Robotics Club Meeting	21 Boys Swim Boys Swim THS Basketball wrestling Troy High Boys Basketball Cheer Practice Varsity Synchro Practice Troy athletics	22 Project LEAD meetings THS Girls Basketball Cheer Practice Choir Rehearsal Cheer Practice Boys Swim wrestling	23 Boys swim Troy Recreation	
	25 Troy United Hockey Troy United Hockey Robotics Team meeting	26 Boys Swim Practice THS Basketball Boys practice Cheer Practice wrestling Robotics Team meeting Gym Floor Rehearsing	27 Boys Swim Practice THS Basketball Boys practice Cheer Practice Troy United Hockey Gym Floor Rehearsing	28 Boys Swim Practice THS Basketball Boys practice Troy Recreation Cheer Practice wrestling Gym Floor Rehearsing	29 Project LEAD meetings Boys practice THS Basketball Cheer Practice Choir Rehearsal wrestling Gym Floor Rehearsing	30 Boys swim Troy Recreation Gym Floor Rehearsing	
Gym Floor Rehearsing							

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.


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[Month View](#)
Select Month/Year

[Print This](#)
Area

Location

Building

Room

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Start Time (Use the CTRL key to select multiple rooms)
 and greater

Event Status

Organization

[Refresh Calendar](#)

Event Calendar for January 2018

	1 Troy United Hockey Troy United Hockey Robotics Team meeting	2 THS Basketball wrestling Boys Swim Cheer Practice Drumline Rehearsal Robotics Team meeting	3 Musical Rehearsals Staff Meetings Teacher Work Group Cheer Practice THS Basketball Boys Swim Troy United Hockey Varsity Synchro Practice	4 Musical Rehearsals Boys Swim THS Basketball Cheer Practice Girls LAX Meeting Varsity Synchro Practice	5 Project LEAD meetings Musical Rehearsals Choir Rehearsal Boys Swim THS Basketball wrestling Troy High Boys Basketball Cheer Practice Varsity Synchro Practice	6 Boys swim Saturday School Troy Recreation Varsity Synchro Practice Varsity Synchro Lunch
7 Troy Recreation THS Basketball	8 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Troy United Hockey Practice Varsity Synchro meeting Varsity Synchro meeting Varsity Synchro meeting Varsity Synchro meeting	9 Musical Rehearsals Staff Meeting DECA Meeting DECA Meeting Building Leadership Meetings TCE-Courtesy Seg I Boys Swim Troy High Boys Basketball Cheer Practice THS Basketball wrestling THS Basketball Practice Cheer Practice Drumline Rehearsal Varsity Synchro Practice Robotics Team meeting	10 Musical Rehearsals DECA Meeting Staff Meeting Cheer Practice Troy High Boys Basketball THS Basketball TCE-Courtesy Seg I Boys Swim Troy United Hockey Varsity Synchro Practice TCB - New Member Info Meeting	11 NHS Blood Drive- lobby only Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball wrestling Cheer Practice Cheer League Meet Varsity Synchro Practice Robotics Team Meeting TCE-Bagpipes	12 Project LEAD meetings Court in School Musical Rehearsals Choir Rehearsal Student Book Discussion Group Boys Swim THS Basketball wrestling Troy High Boys Basketball Cheer Practice Varsity Synchro Practice Robotics Team meeting	13 Troy Recreation Boys swim Saturday School Robotics Build TCE-SAT Prep Varsity Synchro Practice Robotics Team Meeting
14 THS Basketball	15 THS Basketball wrestling Practice Boys Swim Troy United Hockey Cheer Practice Troy United Hockey Robotics Team meeting Parent-Teacher Org	16 wrestling Musical Rehearsals Boys Swim Girls Soccer Fitness THS Basketball Cheer Practice Drumline Rehearsal Varsity Synchro Practice Robotics Team meeting	17 Musical Rehearsals Boys Swim THS Basketball Cheer Practice Girls Soccer Weight Training Troy United Hockey Varsity Synchro Practice	18 wrestling Musical Rehearsals Boys Swim Girls Soccer Fitness THS Basketball Cheer Practice Varsity Synchro Practice Robotics Team Meeting TCE-Bagpipes	19 Project LEAD meetings THS Basketball wrestling Wrestling Post Weigh Choir Rehearsal Boys Swim THS Basketball wrestling Cheer Practice Build-on Fundraising Dinner Varsity Synchro Practice Robotics Team Meeting	20 Troy Recreation Boys swim TCE-Babysitter Safety Saturday School Robotics Build TCE-SAT Prep Varsity Synchro Practice TCE-Swim Lessons Robotics Team Meeting
21 THS Basketball IA East Science Olympiad build event	22 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Girls Soccer Weight Training TCE-Courtesy Seg II Troy United Hockey Practice Varsity Synchro meeting Robotics Team meeting All-Night Party Committee	23 PSAT/NMSQT results for juniors PSAT results meeting for juniors Musical Rehearsals TCE-Courtesy Seg I Boys Swim Girls Soccer Fitness wrestling THS Basketball Cheer Practice TCE-Courtesy Seg II Drumline Rehearsal Varsity Synchro Practice Robotics Team meeting	24 DECA Musical Rehearsals DECA Cheer Practice THS Basketball TCE-Courtesy Seg I Boys Swim Girls Soccer Weight Training Troy United Hockey Varsity Synchro Figure Meet	25 Musical Rehearsals TCE-Courtesy Seg I Boys Swim Girls Soccer Fitness THS Basketball wrestling THS Basketball Cheer Practice TCE-Courtesy Seg II Varsity Synchro Practice Robotics Team Meeting TCE-Bagpipes	26 Project LEAD meetings Musical Rehearsals Choir Rehearsal Boys Swim THS Basketball wrestling Cheer Practice Varsity Synchro Practice Varsity Synchro meeting	27 Troy Recreation Boys swim Saturday School Robotics Build TCE-Qigong & Tai Chi TCE-SAT Prep Varsity Synchro Practice TCE-Swim Lessons Robotics Team Meeting
28 THS Basketball IA East Science Olympiad build event	29 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Girls Soccer Weight Training Troy United Hockey Practice Varsity Synchro meeting Robotics Team meeting	30 Musical Rehearsals TCE-Courtesy Seg I Boys Swim Girls Soccer Fitness wrestling THS Basketball Cheer Practice Elementary Instrumental Music Winter Concert Drumline Rehearsal Varsity Synchro Practice Robotics Team meeting	31 Wrestling Practice Musical Rehearsals Unofficial Club Meeting Cheer Practice THS Basketball Boys Swim Girls Soccer Weight Training Troy United Hockey Varsity Synchro Practice			

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[Troy High School](#)
[Building](#)
[Select Building](#)
[Room](#)
[Select Room](#)

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

[Start Time](#) [\(Use the CTRL key to select multiple rooms\)](#)
[1](#) [00](#) [AM](#) [and greater](#)
[Event Status](#)
[All events](#)
[Organization](#)
[Include All Organizations](#)
[Refresh Calendar](#)

Event Calendar for February 2018

				1 Musical Rehearsals DECA Girls Soccer Fitness wrestling THS Basketball TCE-Courtesy Seg I Boys Swim Cheer Practice Varsity Synchro TCE-Rugby Meeting Robotics Team Meeting Mental Health speaker TCE-Bagpipes	2 Project LEAD meetings Choir Rehearsal TCE-Courtesy Seg I Boys Swim THS Basketball wrestling Gala Decoration Gala Concert Dress Rehearsal Cheer Practice Varsity Synchro Varsity Synchro practice Robotics Team Meeting	3 Troy Recreation Boys swim Saturday School Robotics Build TCE-Qigong & Tai Chi TCE-SAT Prep Varsity Synchro practice Gala Concert Gala Concert TCE-Swim Lessons Robotics Team Meeting
4 THS Basketball	5 Varsity Staff Meeting Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Girls Soccer Weight Training Varsity Synchro practice Mr. Troy High Dress Rehearsal Robotics Team meeting Athletic Boosters Meeting	6 Stufo fundraiser Musical Rehearsals Staff Meeting TCE-Courtesy Seg I Boys Swim Girls Soccer Fitness wrestling THS Basketball Cheer Practice Drumline Rehearsal Varsity Synchro practice Robotics Team meeting	7 DECA Signing Day Stufo fundraiser Musical Rehearsals Staff Meetings DECA Wrestling Team Districts Cheer Practice THS Basketball TCE-Courtesy Seg I Boys Swim Girls Soccer Weight Training Troy United Hockey Elementary Instrumental Music Winter Concert Varsity Synchro practice Mr. Troy Pageant	8 Boys Swim TCE-Courtesy Seg I Varsity Synchro practice THS Basketball wrestling Girls Soccer Fitness Cheer Practice Power puff volleyball game Robotics Team Meeting TCE-Bagpipes	9 Project LEAD meetings Choir Rehearsal Boys Swim THS Basketball wrestling Snowshoeing Dance Wrestling Districts Cheer Practice Varsity Synchro State Figure Meet Robotics Team Meeting	10 Wrestling Individual Districts Musical Rehearsals Wrestling Districts Wrestling Districts Boys Swim TCE-Qigong & Tai Chi TCE-SAT Prep Varsity Synchro practice TCE-Swim Lessons Robotics Team Meeting
11 THS Basketball	12 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Girls Soccer Weight Training Varsity Synchro practice Robotics Team meeting OATH Parent-Teacher Org	13 Building Leadership Meetings High School TCE-Courtesy Seg I Boys Swim THS Basketball Girls Soccer Fitness wrestling Boys Meet Cheer Practice Drumline Rehearsal Varsity Synchro practice Robotics Team meeting	14 DECA Musical Rehearsals Teacher Book Group DECA Cheer Practice THS Basketball Boys Swim TCE-Courtesy Seg I Girls Soccer Weight Training Troy United Hockey High Grade Football Meeting Varsity Synchro practice	15 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Girls Soccer Fitness wrestling Cheer Practice Varsity Synchro Routine Meet Robotics Team Meeting TCE-Bagpipes	16 Project LEAD meetings Musical Rehearsals USA Biology Olympiad Exam Choir Rehearsal Student Book Discussion Group Boys Swim TCE-Courtesy Seg II wrestling THS Basketball Varsity Synchro practice Snowcoming Robotics Team Meeting	17 Troy Recreation Boys swim Saturday School Robotics Build Varsity Synchro practice special testing Robotics Team Meeting
18 THS Basketball	19 THS Basketball Boys swim Troy United Hockey Cheer Practice Girls Soccer Weight Training Troy United Hockey Varsity Synchro practice Robotics Team meeting	20 THS Basketball Troy Recreation Troy High Boys Basketball wrestling THS Basketball Boys Swim Girls Soccer Fitness Drumline Rehearsal Varsity Synchro practice Robotics Team meeting TMH Training	21 Musical Rehearsals TCE-Courtesy Seg I Boys Swim Cheer Practice THS Basketball Troy Social Justice Project meeting Girls Soccer Weight Training Troy United Hockey Varsity Synchro practice Spring Coaches Mtg	22 Department Chair Meetings Musical Rehearsals DECA wrestling Girls Soccer Fitness THS Basketball Boys Swim TCE-Courtesy Seg II Cheer Practice Varsity Synchro practice Robotics Team Meeting TCE-Bagpipes	23 Project LEAD meetings Riddock guest speaker Musical Rehearsals Choir Rehearsal TCE-Courtesy Seg II Boys Swim Troy High Boys Basketball wrestling THS Basketball Cheer Practice Varsity Synchro practice Robotics team Meeting	24 Troy Recreation Boys swim Saturday School accommodated testing Robotics Build TCE-Qigong & Tai Chi TCE-SAT Prep Varsity Synchro practice TCE-Swim Lessons Robotics Team Meeting
25 THS Basketball	26 Musical Rehearsals TCE-Courtesy Seg I Boys Swim THS Basketball Troy United Hockey Cheer Practice Girls Soccer Weight Training Troy United Hockey Varsity Synchro practice Robotics Team meeting All-Right Party Continuation J.V. Football Starts	27 Musical Rehearsals DECA wrestling Girls Soccer Fitness THS Basketball TCE-Courtesy Seg I Boys Swim Troy High Boys Basketball Cheer Practice Varsity Synchro practice Drumline Rehearsal Robotics Team meeting Financial Aid Meeting for Parents	28 SPED Training Musical Rehearsals Boys Swim Cheer Practice THS Basketball Girls Soccer Weight Training Troy United Hockey Varsity Synchro practice Robotics Team Meeting Robotics Team Meeting Financial Aid Meeting for Parents			

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event.



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Calendar Shortcuts

Legend

Month View

Select Month/Year

April 2018

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Area:

Location:

Building:

Room:

Start Time: (Use the CTRL key to select multiple rooms)Event Status: Organization:

Event Calendar for April 2018

1	2	3	4	5	6	7
	Water Polo Practice 8th grade weight room workouts Robotics Team meeting jv football skills	Water Polo Practice Drumline Rehearsal Robotics Team meeting	Water Polo Practice 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting	Troy Recreation Water Polo Practice Robotics Team Meeting	Project LEAD meetings Choir Rehearsal Water Polo Practice Robotics Team Meeting	Optional Water Polo Practice Saturday School Robotics Build Robotics Team Meeting
8	9	10	11	12	13	14
	Troy Social Justice Project Water Polo Practice PTO Meeting 8th grade weight room workouts Robotics Team meeting Athletic Boosters Meeting jv football skills DASH	SAT testing Building Leadership Meetings Boy's Track Meeting TCE-Courtesy Seg I Colorguard auditions Water Polo Practice Drumline Rehearsal Boys LAX Robotics Team meeting	ACT WorkKeys and PSAT 9/10 testing PSAT 10 testing Teacher Book Group TCE-Courtesy Seg I Water Polo Practice Colorguard auditions Water Polo Game Water Polo post game meal 8th grade weight room workouts Robotics Team meeting Robotics Team Meeting	TCB Spring Trip Prep Culture Show auditions TCE-Courtesy Seg I Water Polo Practice Colorguard auditions Robotics Team meeting TCE-Beg bagpipes Orchestra trip Chaperone Meeting TCE-Interm Bagpipes	Project LEAD meetings Headliners Dance Championship Headliners Student Book Discussion Group Choir Rehearsal Reich: Worship Night Water Polo Practice Robotics Team Meeting	Headliners Dance Championship Headliners Saturday School Robotics Build TCE-Swim Lessons Robotics Team Meeting
15	16	17	18	19	20	21
Headliners Dance Championship Headliners TCE-Flag Football	Distracted Driver Lunch Distracted Driving Assembly TC Bands Trip Prep Culture Show Rehearsal TCE-Courtesy Seg I Water Polo Practice Distracted Driving Assembly 8th grade weight room workouts Robotics Team meeting Parent Teacher Org jv football skills Athletic Booster Parent Nite	HOSA meeting Building Leadership Meetings TCE-Courtesy Seg I Water Polo Practice Drumline Rehearsal Culture Show Orchestra Trip Parent Meeting Robotics Team meeting	Signing Day! HS Trip Testing DAT repairs Orchestra Luggage Drop Off TCE-Courtesy Seg I Youth Recognition Event Water Polo Practice Youth Recognition Event 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting	Addams Family Cast Crew Video Meeting TCE-Courtesy Seg I Water Polo Practice Robotics Team meeting TCE-Beg Bagpipes TCE-Interm Bagpipes	Project LEAD meetings Choir Rehearsal Math Test-Out Water Polo Practice The Power Of Dance Robotics Team meeting	Math Test-Out Saturday School The Power Of Dance Robotics Build TCE-Art Box TCE-Swim Lessons IA East Science Olympiad practice Robotics Team Meeting
22	23	24	25	26	27	28
The Power Of Dance TCE-Flag Football IA East Science Olympiad practice IA East Science Olympiad practice	NHS Blood Drive- ONLY Fire arts calendar meeting TCE-Courtesy Seg I Water Polo Practice 8th grade weight room workouts Robotics Team meeting All-Night Party Committee jv football skills	Troy High Athletics Testing make-up TCE-Courtesy Seg II Water Polo Practice TCMB Colorguard Senior Citizens Prom Drumline Rehearsal Water Polo Game Water Polo post game meal retirement/college savings Robotics Team meeting	TTE Talent Showcase Testing make-up Staff Meeting TCE-Courtesy Seg I Water Polo Practice TCMB Colorguard 8th grade weight room workouts TTE Showcase Robotics Team Meeting Robotics Team Meeting	Troy High Athletics Department Chair Meetings IASA meeting Early Release Professional Learning MSA set up for staff luncheon Water Polo Practice Showcase of Bands Showcase of Bands Showcase of Bands Robotics Team Meeting TCE-Beg Bagpipes TCE-Interm Bagpipes	Project LEAD meetings MSA staff luncheon Choir Rehearsal TCE-Courtesy Seg II Water Polo Practice Robotics Team Meeting	Saturday School The Trojan Wars Robotics Build TCE-Oligong & Tai Chi Beg TCE-Art Box TCE-Oligong & Tai Chi Continue TCE-Swim Lessons Robotics Team Meeting
29	30					
TCE-Flag Football Water Polo Meeting	Voluntary Staff meeting TCE-Courtesy Seg II Water Polo Practice 8th grade weight room workouts Robotics Team meeting jv football skills					

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Area

Location

Building

Room

INSTRUCTIONS: To display schedules on the below calendar, please select your search criteria shown on the right and then click "Refresh Calendar"

Start Time [\(Use the CTRL key to select multiple rooms.\)](#)
 and greater

Event Status

Organization

[Refresh Calendar](#)

Event Calendar for May 2018

		<ul style="list-style-type: none"> Troy High athletics Staff Meeting TCE-Courtesy Seg I Water Polo Practice Drumline Rehearsal Water Polo Game Water Polo post game meal Robotics Team meeting 	<ul style="list-style-type: none"> Staff Meetings TCE-Courtesy Seg I Water Polo Practice THS Colorguard Practice A Night To Remember (Boys LAX) 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting 	<ul style="list-style-type: none"> Troy High athletics TCE-Courtesy Seg I Water Polo Practice LAX Girls Meeting Troy United Varsity Hockey Robotics Team Meeting TCE-Bag Bagpipes TCE-Interim Bagpipes 	<ul style="list-style-type: none"> Senior Assembly Thats Entertainment Performing Arts Competition Choir Rehearsal Water Polo Practice REACH club event Boys LAX Robotics Team Meeting 	<ul style="list-style-type: none"> Thats Entertainment Performing Arts Competition Saturday School Robotics Build TCE-Qigong & Tai Chi Bag TCE-Art Box TCE-Qigong & Tai Chi Continue TCE-Swim Lessons Robotics Team Meeting
<ul style="list-style-type: none"> Thats Entertainment Performing Arts Competition TCE-Flag Football 	<ul style="list-style-type: none"> AP testing TCE-Courtesy Seg I Water Polo Practice 8th grade weight room workouts Freshman orientation Robotics Team meeting Athletic Boosters Meeting 	<ul style="list-style-type: none"> Troy High athletics NHS Blood Drive- LABOR ONLY AP testing Building Leadership Meetings AP tables TCE-Courtesy Seg I Water Polo Practice TED Ed event Drumline Rehearsal Robotics Team meeting 	<ul style="list-style-type: none"> AP testing Gimme Rehearsal Teacher Book Group TCE-Courtesy Seg I Water Polo Practice THS Colorguard Practice THS Grant Reception 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting LAX Boys Meeting 	<ul style="list-style-type: none"> Troy High athletics AP testing AP Tables TCE-Courtesy Seg I Water Polo Practice Gimme Awards Robotics Team Meeting TCE-Bag Bagpipes TCE-Interim Bagpipes 	<ul style="list-style-type: none"> AP testing Choir Rehearsal Student Book Symposium Group Water Polo Practice 	<ul style="list-style-type: none"> Saturday School TCE-Qigong & Tai Chi Bag TCE-Art Box TCE-Qigong & Tai Chi Continue TCE-Swim Lessons
	<ul style="list-style-type: none"> AP testing Troy Choir show Troy Choir Rehearsal TCE-Courtesy Seg I Water Polo Practice 8th grade weight room workouts Troy athletics Parent-Teacher Org OATH 	<ul style="list-style-type: none"> Troy High athletics Troy Choir show Troy Choir Rehearsal Volleyball Player Meeting TCE-Courtesy Seg I Water Polo Practice Drumline Rehearsal 	<ul style="list-style-type: none"> TCE Rehearsal/Setup Spring Concert AP testing All Night Party Decorations Refurbishment TCE-Courtesy Seg II Water Polo Practice LAX Girls Meeting 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting Troy athletics Oak River East Annual Mtg 	<ul style="list-style-type: none"> Troy High athletics TCB - Spring Concert AP testing TCE-Courtesy Seg I Water Polo Practice TCE-Bag Bagpipes TCE-Interim Bagpipes 	<ul style="list-style-type: none"> AP testing TCB - CMU guest artist performance Legacy Dance Robotics FTC Competition TrisSMN Saturday School TCE-Art Box TCE-Qigong & Tai Chi Bag TCE-Qigong & Tai Chi Continue Robotics FTC Competition TCE-Swim Lessons 	
<ul style="list-style-type: none"> Legacy Dance TCE-Flag Football 	<ul style="list-style-type: none"> TCE-Courtesy Seg II Troy Colt Bands movie night All-Night Party Committee Robotics Team Meeting 8th grade weight room workouts Troy athletics 	<ul style="list-style-type: none"> Troy High athletics Concerto Concert Model UN - 2018-19 School Year Elections Part I TCE-Courtesy Seg I PE Test Out PE Test Out Drumline Rehearsal THS Girls Basketball 	<ul style="list-style-type: none"> AP Stats Guest Speaker Troy orchestra Concerto Concert Model UN - 2018-19 School Year Elections TCE-Courtesy Seg II THS Colorguard Practice 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting Troy athletics 	<ul style="list-style-type: none"> Troy High athletics 8th Breakfast AP Stats Guest Speaker TCB Marching Band Orientation Meeting National Spanish Swim banquet TCE-Courtesy Seg I THS Girls Basketball TCE-Bag Bagpipes Choir Parent Meeting TCE-Interim Bagpipes 		
	<ul style="list-style-type: none"> 8th grade weight room workouts 	<ul style="list-style-type: none"> Troy High athletics Model UN - 2018-19 School Year Elections Part I TCE-Courtesy Seg I Drumline Rehearsal Cheer Tryouts THS Girls Basketball 	<ul style="list-style-type: none"> Senior Picnic TCE-Courtesy Seg I Concert for the Future orchestra Choir Tryouts THS Colorguard Practice 8th grade weight room workouts Robotics Team Meeting Robotics Team Meeting Troy athletics 	<ul style="list-style-type: none"> Troy High athletics Concert for the Future orchestra TCE-Courtesy Seg I Stop On Poverty College App Panel Night THS Girls Basketball 		

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Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event

Tip: Click the day number to view event details for the entire day or click an event title to cancel/change the event

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-1

Troy School District - Day Custodian Responsibilities

I. Entries - Common Areas - Hallways

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Snow Removal & Salting -- At all designated areas	Seasonal -- as needed					
Dusting -- Remove from all areas	X					
Vertical & Horizontal Surfaces -- Spot Clean and Disinfect	X					
Doors, Walls, and Jams -- Clean (Dust, Dirt, and Mark Free)	X					
Hard Surface Flooring (including stairs) -- Sweep, Dust Mop, Vacuum, Auto Scrubber		X				
Hard Surface Flooring -- Damp Mop	X					
Waste Receptacles -- Clean outsides and interior		X				
Waste Receptacles -- Empty Trash and (Replenish Liners as needed)		X				
Interior Glass/Door Glass -- Clean (Hand and Finger Print Free)			X			
Carpet and Mats -- Vacuum (extract as needed)		X				
Furniture Upkeep - All furniture in designated areas		X				
Drinking Fountains -- Clean, Sanitize, and Polish		X				
Refrigerators and Vending Machines -- Clean Exterior	X					

***This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.**

Troy School District - Day Custodian Responsibilities

II. Cafeteria - Kitchen - Multi-Purpose - Lounge Areas

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Dusting -- Remove from all areas	X					
Waste Receptacles -- Clean outsides and Interior		X				
Vertical & Horizontal Surfaces -- Spot Clean and Disinfect	X					
Doors, Walls, and Jams -- Clean (Dust, Dirt, and Mark Free)	X					
Hard Surface Flooring -- Sweep or Dust Mop or Vacuum		X				
Hard Surface Flooring -- Damp Mop and/or Operate Auto Scrubber		X				
Waste Receptacles -- Empty Trash and Replenish Liners		X				
Tables and Chairs -- Set up and Take down for various food activities		X				
Furniture Upkeep - All furniture in designated areas		X				
Counters -- Clean and Disinfect		X				
Drinking Fountains -- Clean, Sanitize, and Polish		X				
Stage Areas -- Swept or Dust Mop or Vacuum and Damp Mop		X				
Refrigerators and Vending Machines -- Clean Exterior			X			

***This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.**

Troy School District - Day Custodian Responsibilities

III. Restrooms

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Dusting – Remove from all areas	X					
Doors, Walls, and Jams – Clean (Dust, Dirt, and Mark Free)	X					
Paper Product Dispensers – Inspect, Replenish as needed		X				
Hand Soap Dispensers -- Inspect, Replenish as needed		X				
Waste Receptacles – Empty Trash (including personal hygiene dispensers) and Replenish Liners		X				
Floors – Sweep		X				
Toilets, Basins and Urinals – Clean and Disinfect		X				
Chrome work – Clean, Disinfect, and Polish		X				
Personal Hygiene Dispensers – Spot Clean and Disinfect		X				
Partition Sides – Clean and Disinfect		X				
Sinks and Counters – Clean and Disinfect		X				
Mirrors – Clean		X				
Stainless Steel -- Clean and Polish (Dispensers, Trash, etc...)		X				
Floors – Damp Mop As Needed		X				
Drinking Fountains – Clean, Sanitize, and Polish		X				

***This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.**

Troy School District - Day Custodian Responsibilities

IV. Other

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
General Maintenance -- Repair items as needed / requested; furniture, plumbing, electrical	X					
Misc. Tasks -- Assist School Administration Staff as necessary (event set up and take downs and clean up; perform in-school deliveries (paper and supplies); put away shipments and deliveries; move furniture, etc...)						X
Maintenance / Utility / Storage Areas -- Neat, Clean, and Organized		X				
Alarms -- Activate / Deactivate when needed		X				
Lights -- Shut Off & Turn On as Required		X				
Security - Close all windows & doors along with perimeter building inspection		X				
Observed Irregularities: Unlocked Doors, Defective Plumbing, Burned Out Lights, Etc.		X				
Exterior Window Cleaning - All exterior windows shall be cleaned annually and on an as needed basis by Day Custodian.	X				X	
General Grounds - Policing of site, debris/litter removal, weed trimming & bed maintenance as directed and courtyard upkeep if applicable			X			
Playgrounds - Weekly Inspections & safety surfacing raking			X			
Work Orders - Create & Submit Work Orders as necessary	X					

***This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.**

Troy School District - Afternoon Custodian Responsibilities

I. Entries - Common Areas

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Snow Removal & Salting - At all designated areas	Snow season – as needed					
Dusting – Remove from all areas, low & high (within reach from floor)		X				
Touch Points – Clean and Disinfect (light switches, door handles/push bars/plates, etc...)		X				
Vertical & Horizontal Surfaces – Spot Clean and Disinfect		X				
Doors, Walls, and Jams – Clean (Dust, Dirt, and Mark Free)		X				
Waste Receptacles – Empty Trash, Replenish Liners		X				
Waste Receptacles – Clean outsides and interior	X					
Furniture Upkeep - All furniture in designated areas		X				
Door Glass – Clean (Hand and Finger Print Free)		X				
Carpet and Matting – Complete Vacuum (extract as needed)		X				
Wet Mopping and Scrubbing - All hard flooring surfaces		X				
Interior Partition and Sidelight Glass – Clean		X				
Carpet – Remove Carpet Spots		X				
Base - All vinyl, ceramic, and glazed block.	X					
Interior Window Cleaning - All interior windows shall be cleaned weekly.			X			

*This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.

Troy School District - Afternoon Custodian Responsibilities

II. Cafeteria/Kitchen - Multi-Purpose - Lounge Areas

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Dusting – Remove from all areas		X				
Touch Points – Clean and Disinfect (light switches, door handles/push bars/plates, etc...)		X				
Vertical & Horizontal Surfaces -- Spot Clean and Disinfect (cabinet and file fronts)		X				
Doors, Walls, and Jams – Clean (Dust, Dirt, and Mark Free)		X				
Waste Receptacles – Empty Trash and Replenish Liners		X				
Waste Receptacles – Clean outsides and interior	X					
Furniture Upkeep - All furniture in designated areas		X				
Sinks – Clean and Disinfect		X				
Counters – Clean and Disinfect		X				
Hard Surface Flooring – Sweep or Dust Mop or Vacuum & Auto Scrubber		X				
Hard Surface Flooring -- Damp Mop		X				
Kitchen – Remove Trash; Sweep and Damp Mop and/or Operate Auto Scrubber on floor		X				
Microwaves – Clean Interior and Exterior (lounge only)		X				
Refrigerators and Vending Machines – Clean Exterior		X				
Drinking Fountains – Clean, Sanitize, and Polish		X				
Dusting – High Horizontal Surfaces Above 6'			X			
Dusting – Low Horizontal Surfaces Below 6'			X			
Electronic Devices - Dust			X			
Base - All vinyl, ceramic, and glazed block.	X					
Interior Window Cleaning - All interior windows shall be cleaned weekly.			X			

*This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.

Troy School District - Afternoon Custodian Responsibilities

III. Restrooms - Locker Rooms

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Dusting – Remove from all areas			X			
Paper Product Dispensers -- Inspect, Replenish as needed		X				
Hand Soap Dispensers – Inspect, Replenish as needed		X				
Waste Receptacles – Empty Trash (including personal hygiene dispensers)		X				
Touch Points – Clean and Disinfect (light switches, door handles/push bars/plates, etc...)		X				
Vertical & Horizontal Surfaces – Spot Clean and Disinfect		X				
Doors, Walls, and Jams – Clean (Dust, Dirt, and Mark Free)		X				
Floors – Sweep		X				
Toilets, Basins and Urinals – Clean and Disinfect		X				
Pipes and Flush Meters -- Clean and Disinfect		X				
Chrome work – Clean, Disinfect, and Polish		X				
Personal Hygiene Dispensers – Clean and Disinfect		X				
Partition Sides – Clean and Disinfect		X				
Sinks and Counters – Clean and Disinfect		X				
Mirrors – Clean		X				
Stainless Steel – Clean and Polish (Dispensers, Trash, etc)		X				
Showers – Clean and Disinfect towers, floors		X				
Benches – Clean and Disinfect		X				
Drinking Fountains – Clean, Sanitize, and Polish		X				
Floors -- Damp Mop		X				
Base - All vinyl, ceramic, and glazed block.	X					
Interior Window Cleaning - All interior windows shall be cleaned weekly.			X			

***This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.**

Troy School District - Afternoon Custodian Responsibilities

V. Classrooms - Office Spaces

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Dusting – Remove from all areas			X			
Carpet Spots -- Remove Carpet Spots	X					
Vertical & Horizontal Surfaces – Spot Clean and Disinfect		X				
Touch Points – Clean and Disinfect (light switches, door handles/push bars/plates, etc...)		X				
Doors, Walls, and Jams -- Clean (Dust, Dirt, and Mark Free)		X				
Door Glass – Clean (hand and finger print free)		X				
Waste Receptacles -- Empty Trash / Recycle and Replenish Liners		X				
Waste Receptacles -- Clean outsides and interior		X				
Hard Surface Flooring – Complete Damp Mop		X				
Interior Partition and Sidelight Glass – (the inner classroom / office windows) – Clean (hand and finger print free)		X				
Conference and Work Tables -- Clean and Disinfect		X				
Carpet -- Vacuum Edge-to-Edge		X				
Hard Surface Flooring -- Sweep or Dust Mop or Vacuum		X				
Hard Surface Flooring -- Spot Mop		X				
Tables and Chairs -- Clean			X			
Desk Tops and Credenzas –Complete Dusting and Cleaning			X			
Windows Sills and Ledges -- Dust			X			
Telephones – Clean and Sanitize	X					
White Boards – Clean, including trays			X			
Fabric Items (Chairs, Partitions, Flipper Doors, etc) – Vacuum			X			
Window Treatments -- Dust			X			
Electronic Devices - Dust			X			
Base - All vinyl, ceramic, and glazed block.	X					
Interior Window Cleaning - All interior windows shall be cleaned weekly.			X			

*This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.

Troy School District - Afternoon Custodian Responsibilities

IV. Other

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Light Maintenance – Repair items as needed / requested	X					
Misc. Tasks -- Assist School Administration Staff as necessary (event set up and take downs and clean up; perform in-school deliveries (paper and supplies); put away shipments and deliveries; move furniture, etc...)						X
Maintenance / Utility / Storage Areas – Neat, Clean, and Organized		X				
Alarms – Activate / Deactivate when needed		X				
Lights – Turn Off & Turn On as Required		X				
Security - Close all windows & doors along with perimeter building inspection		X				
Observed Irregularities: Unlocked Doors, Defective Plumbing, Burned Out Lights, Etc. – Report		X				
Exterior Window Cleaning - All exterior windows shall be cleaned annually and on an as needed basis by Day Custodian.	X				X	

*This list is not intended to be all inclusive but rather to provide the general guidelines that outline the work expected in these areas for Custodial Services.

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-2

Grounds Tasks & Frequencies

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Mowing, Trimming - Performed weekly throughout mowing season. Mowing & Trimming should be performed at the same time. <u>Troy High, Athens High & Rankin Sites Only</u>			X			
Layout & Lining of Athletic Fields on Natural Turf - Performed weekly throughout the sports season.			X			
Synthetic Turf Lining & Maintenance - Performed Semi-Annually on both High School Stadiums					X	
Ball Diamond Maintenance - Performed daily during the spring sports season and weekly during the rest of the season. Grooming, Lining & Maintenance of Wear Areas on Diamond		X				
Athletic Event Management - Set Up, Tear Down and Field Prep for Athletic Events.	X					
Irrigation Systems Maintenance - Start Up, Adjust/Manage Watering Times, System Repairs & Winterization.					X	
Miscellaneous Delivery & Moves - Athletic and General District Support throughout the year	X					
Site Maintenance - Fencing, Trees, Parking Lots, Playgrounds, Stadiums, Bleachers/Benches, Signs, etc...	X					
Equipment Maintenance - Oil Changes, tune-ups, seasonal service, upkeep.	X					
Snow Removal & Salting - Parking Lots & Sidewalks as designated.	X					
Turf Maintenance - Aeration, Top Dressing, Overseeding, Fertilization						X

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-3

Warehouse Tasks & Frequencies

Task	Daily	Weekly	Monthly
Internal Mail Deliveries - Monday, Tuesday, Wednesday & Friday. Pick up and drop of internal mail district-wide.	x		
Warehouse Deliveries (Small) - Performed during the internal mail deliveries	x		
Warehouse Deliveries (Large) - Performed on Thursdays		x	
District Moves & Special Orders		x	
Warehouse Facility Maintenance - General upkeep of warehouse area, rotating of stock, recycling of paper, etc....			x

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-4

Break Work - Day/Afternoon Shifts

Task	As Needed	Daily	Weekly	Monthly	Annually	Upon Request
Hard Surface Floors -- Stripping and Waxing -- 1/3 to be stripped every year, all VCT & Terrazzo to be waxed annually (Entries, Hallways, Classrooms, etc...)					X	
Carpet Spot Cleaning and Extracting - All Carpeted Areas					X	
Hard Tile/Scrubbed & Cleaned (Pressure Washer or Sani-Steam - All horizontal and vertical surfaces (Restrooms, locker rooms, pool decks, etc.)					X	
Vertical & Horizontal Surfaces -- Thoroughly Cleaned & Scrubbed					X	
Synthetic Flooring - Cleaned & Scrubbed					X	
Bases/Scrubbed & Cleaned - All vinyl, ceramic, and glazed block.					X	
Clean Windows -- Interior and Exterior					X	
Thorough, Detail Cleaning -- Classrooms, Offices, Media Centers, Conference Rooms (all educational spaces)					X	
Lighting - Cleaning, Bulb Changes, Light Maintenance					X	
Lockers -- Hallways and Locker Rooms (clean inside and out)					X	
Gym Floors/Stages (wood)- Screen, Tack & Refinish - per district schedule					X	
Gym Floors (synthetic) - all synthetic surfaces to be thoroughly cleaned & scrubbed					X	
Gym Dusting - all gyms to be blown down from top to bottom					X	
Grease & Clay Traps - Cleaned annually					X	
Building Maintenance & HVAC Systems - Filter Changes, Cleaning & Light Maintenance					X	
Moves & Furniture Installation - As directed					X	
Playgrounds - Asssit with safety surfacing management					X	
General Grounds - Policing of site, debris/litter removal, bush trimming as directed and courtyard upkeep if applicable					X	

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-5

Gymnasium Floor Refinishing

Location	Year Installed	Square Footage	Ceiling Height	Last Recoat	Quantity of Finish	Recoat schedule1	Notes:
Athens Main	1975	12318	35'	2015	25 gallons	Thanksgiving break	KSS Leon Epoxy w/Star Sealer (2) coat process
Athens Auxiliary	1999	16458	36'	2015	45 gallons	Summer shut down	
Troy Main	1992	17,696	36'	2015	43 gallons	Winter Break	KSS Leon Epoxy w/Star Sealer (2) coat process
Troy Auxiliary	1992	9,701	35'	2015	15gallons	Summer shut down	
I.A.E.	1954	5015	24'	2009	13 gallons	Summer break	
I.A.E. Stage		860				As Needed	*** Schedule for sand/repaint Winter 2019**
Baker	2007			2015		Summer break	*** Schedule for sand/repaint summer 2019**
Boulton	1998	9,127	26'	2014	16gallons	Summer break	*** Schedule for sand/repaint summer 2019**
Larson	1975	9,127	26'	2010	25 gallons	Winter break	*** Schedule for replacement Summer 2019***
Smith	1967	5,798	24'	2015	15 gallons	Winter break	
Smith Stage		885			4 gallons	As Needed	
Barnard	1997	2,461	19'			Annual	Synthetic
Barnard Stage		1,263				Annual	Rubberized- Synthta
Bemis	1997	2,488	19'			Annual	Synthetic
Bemis Stage		1,245				Annual	Rubberized- Synthta
Costello	1972	3,001	19'	2011	8 gallons	Winter break	*** Schedule for replacement within 3 yrs***
Hamilton	1997	2,470	19'			Annual	Synthetic
Hamilton Stage		1,245				Annual	Rubberized- Synthta
Hill	1967	2,414	18'	2012	7 gallons	Winter break	Schedule for replacement with synthetic 2020
Leonard	1960-67	2,391	17'				Synthetic
Martell	1972	2,600	19'	2011	8 gallons	Summer break	***Schedule for replacement within 3 yrs***
Morse	1994	2,622	20'	2012	6 gallons	Winter break	Schedule for replacement with synthetic 2020
Schroeder	1993	2,622	20'	2015	7 gallons		Schedule for replacement with synthetic 2019
Troy Union	1995	2,644	20'	2011	7-8 gallons		Schedule for replacement with synthetic 2019
Wass	1997	2,490	19'			Annual	Synthetic
Wass Stage		1,245				Annual	Rubberized- Synthta
Wattles Café	1967,77	2,438	18'	2009	5 gallons		*** Schedule for replacement Summer 2019***
Wattles Gym	1967,77	2,877	19'			Annual	Rubberized- Synthta
Wattles Stage		1,634				Annual	
Niles		2,162	19'			Annual	Linoleum- Vectra

Note: **Wood Floor**

1. High Schools and Middle Sc annually
2. All facilities should follow a regular burnishing schedule of 6 months
3. Elementary done as noted

Troy School District

Gym Floor Refinishing Responsibilities

Contractor is required to provide all expertise and labor to prep and refinish wood gym floors to the following schedule:

****TSD to provide gym floor finish***

High Schools – Annually

Middle Schools – Bi-Annually

Elementary Schools – Bi-Annually

Location	Year Installed	Square Footage	Quantity of Finish
Athens Main	1975	12,318	25 gallons
Athens Auxiliary	1999	16,458	45 gallons
Troy Main	1992	17,696	43 gallons
Troy Auxiliary	1992	9,701	15gallons
I.A.E.	1954	5015	13 gallons
I.A.E. Stage		860	
Baker	2007	10,000	15 gallons
Morse	1994	2,622	6 gallons
Wattles Café	1967,77	2,438	5 gallons

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-6

2018-2019

Grounds

Snow

Plowing

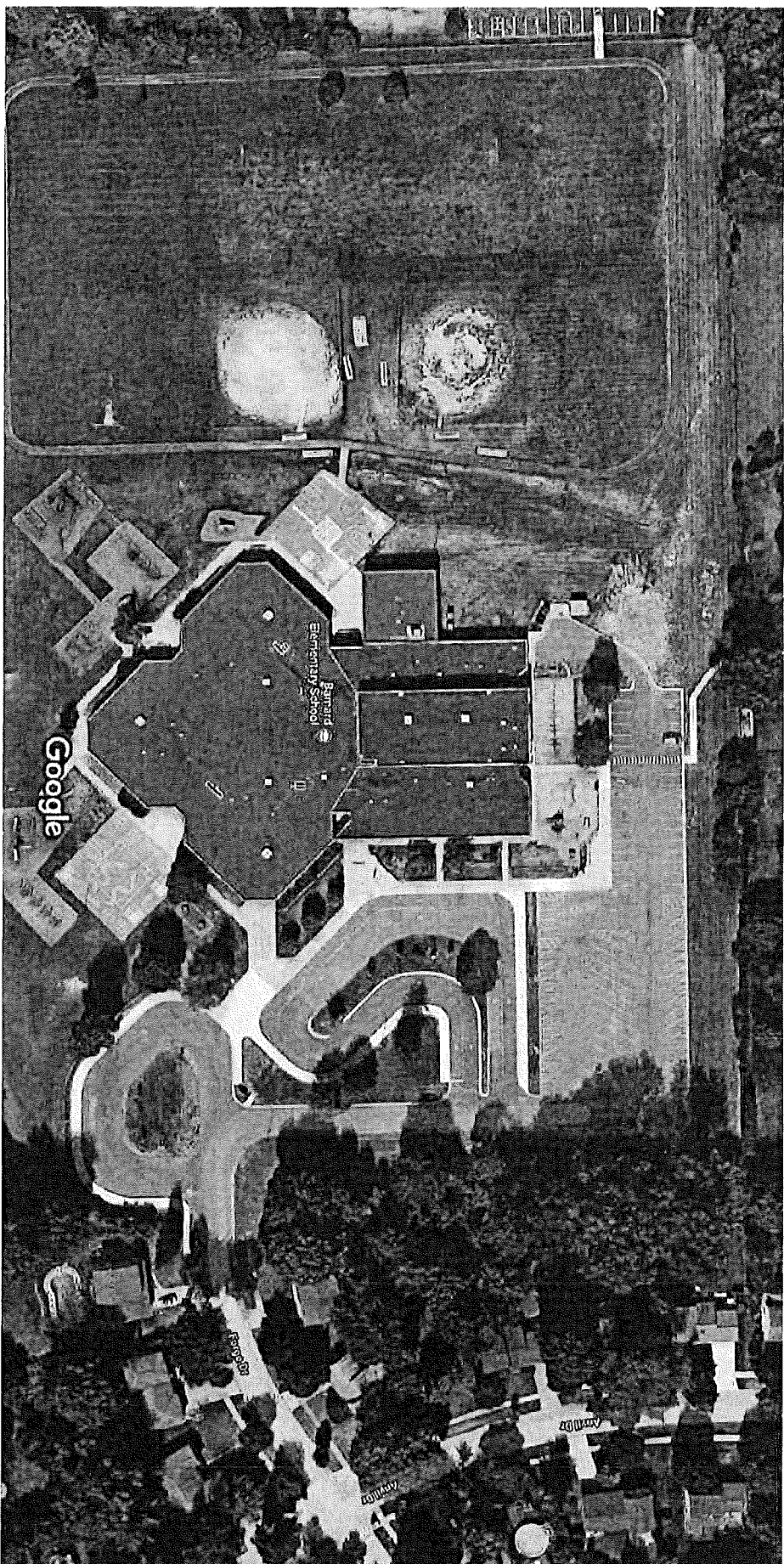
and

salting

maps

Google Maps

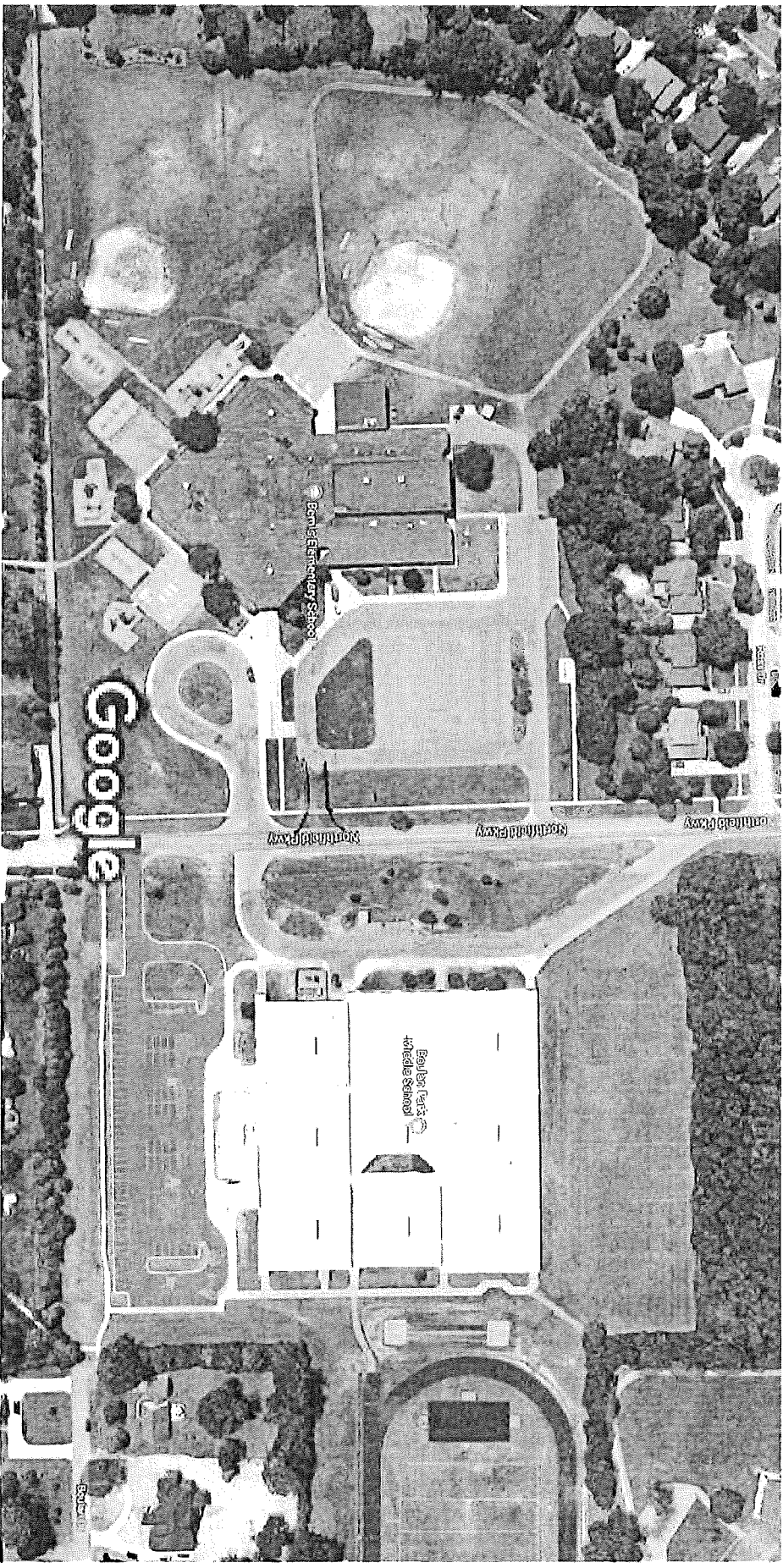
BARNARD Snow Plow MAPS
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Google Maps

Boulder - Bemis - Plow maps
2018-2019



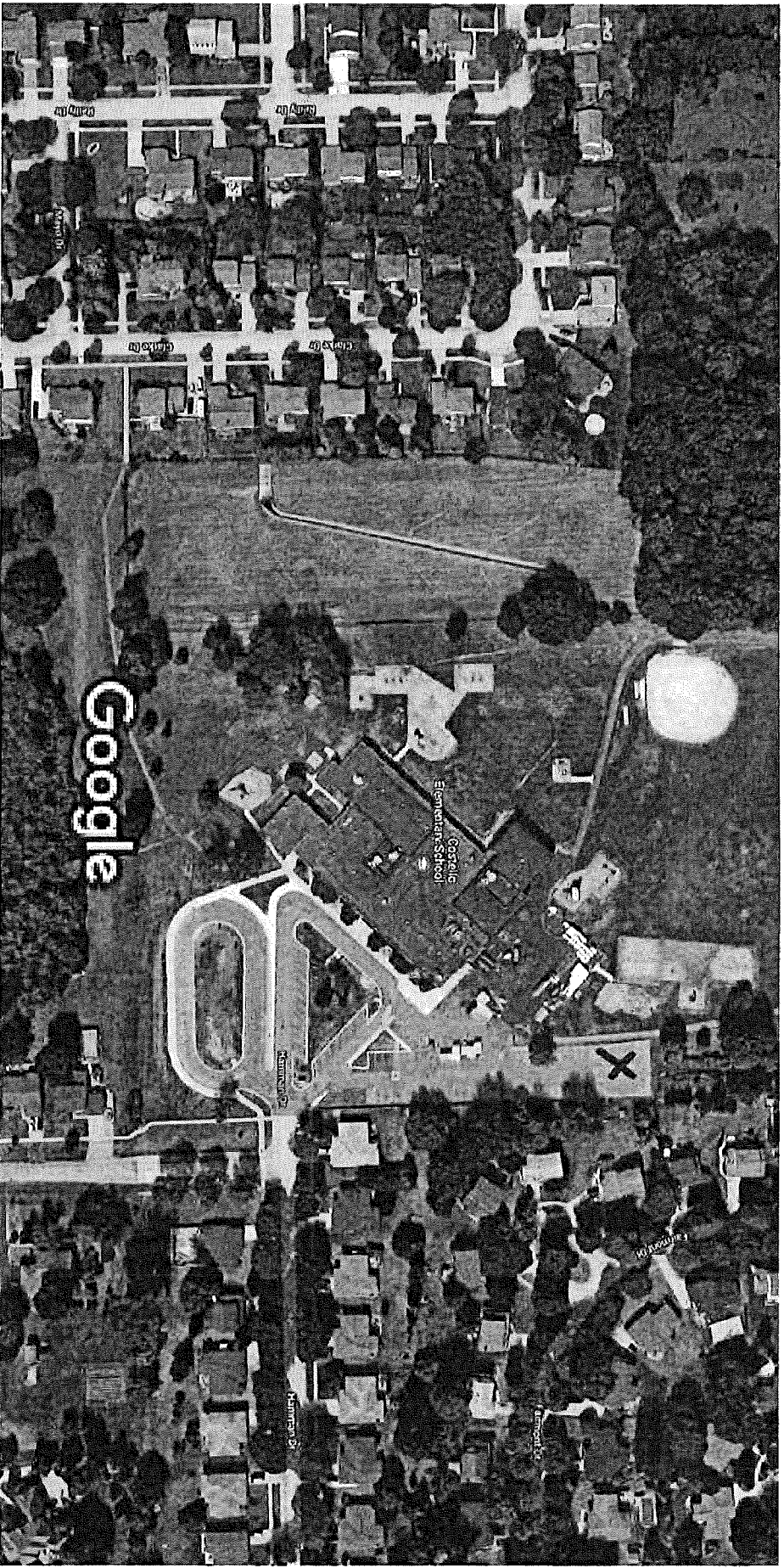
Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

Costello Snow Plow Maps

2018-2019

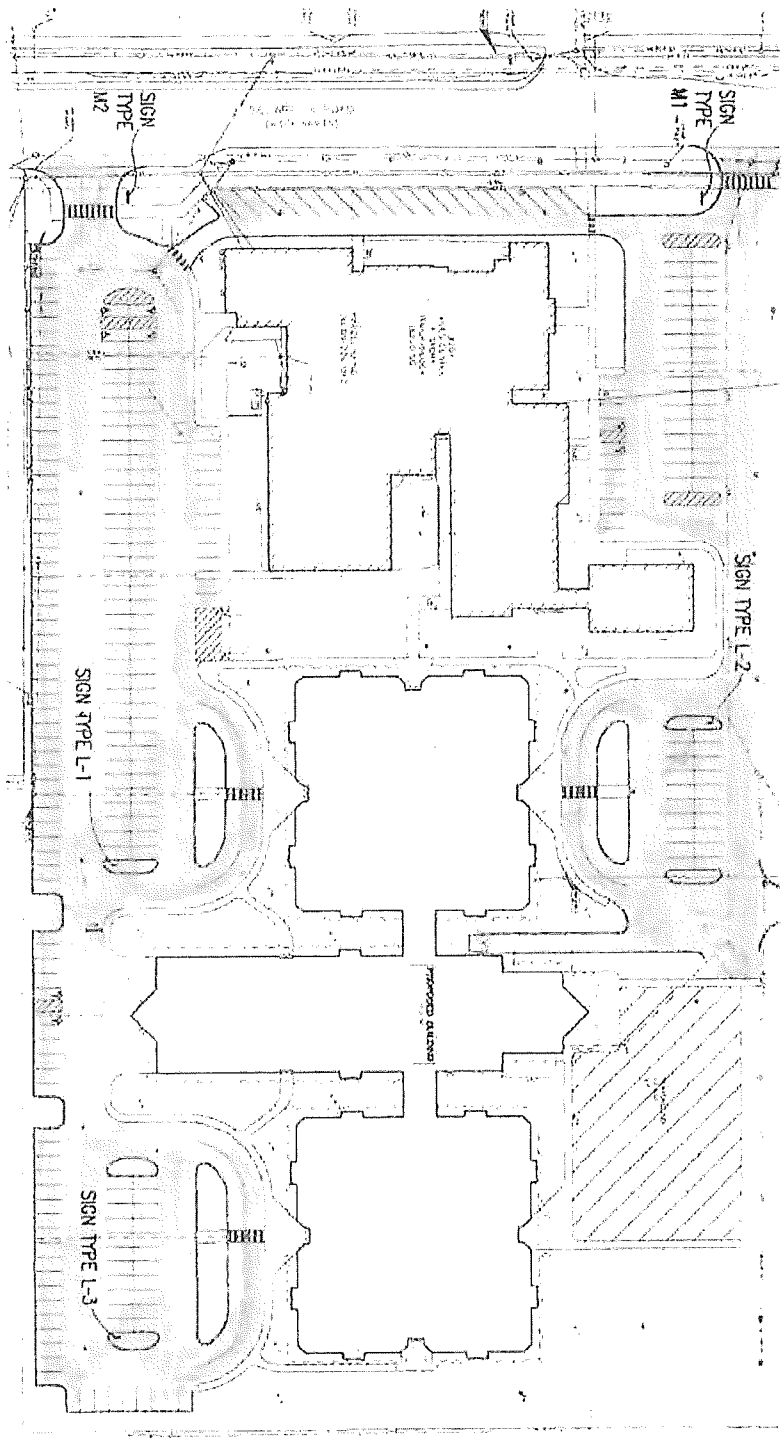
* WATCH OUT FOR RAISED MAN HOLE COVER "X"



Imagery ©2018 Google, Map data ©2018 Google 100 ft

TROY SCHOOL DISTRICT EARLY CHILDHOOD CENTER AND NILES

Snow Plow/Salt/ing Maps



Snow Plow/SALT

W 2 E
 2 + 5

Google Maps

Hamilton Snow Plow Map
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

Hill Snow Plow map
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

Leonard Snow Plot Map
2018 - 2019

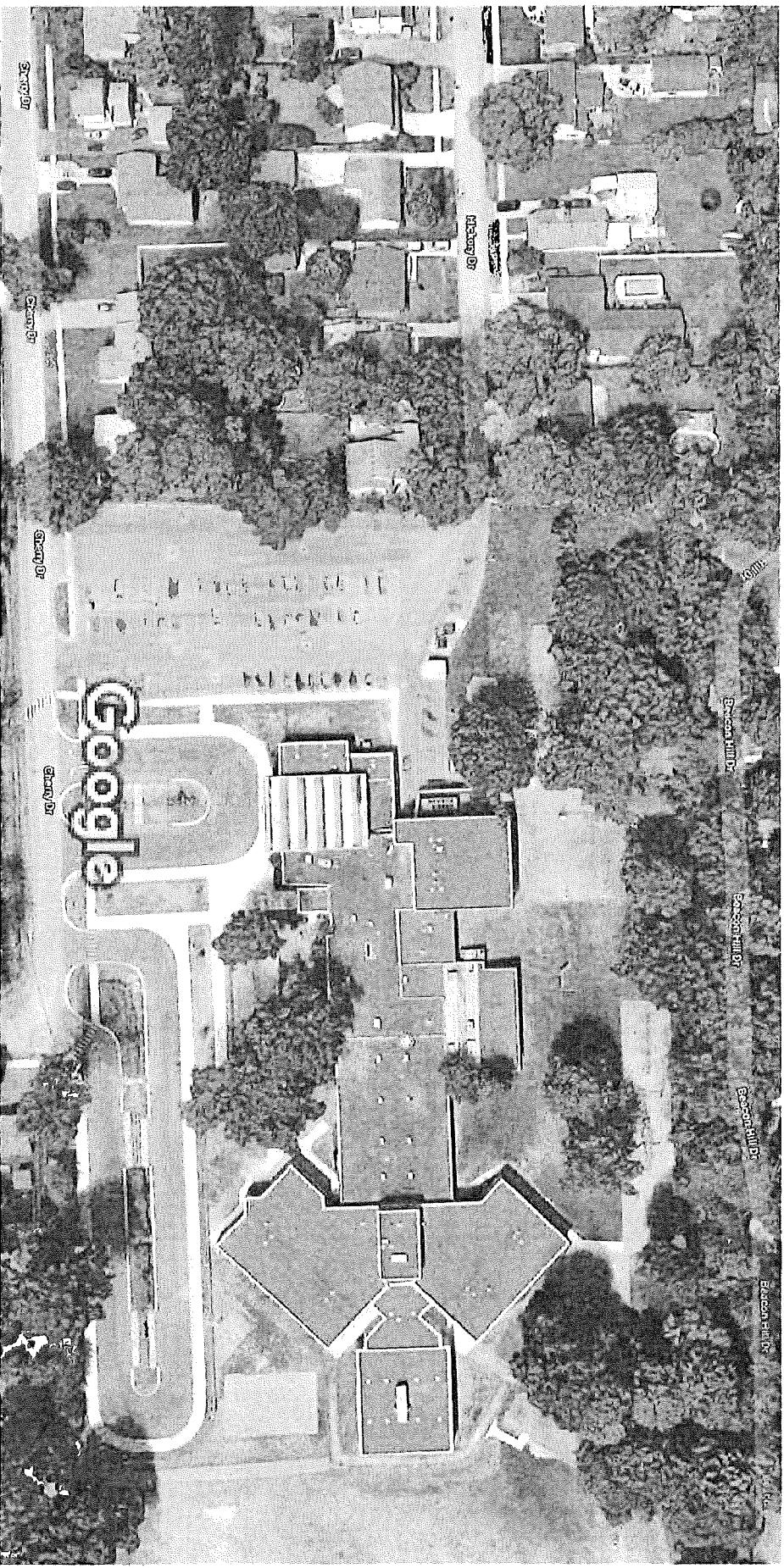


Imagery ©2018 Google, Map data ©2018 Google 100 ft

Morse Snow Plow Maps

Google Maps

2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Google Maps

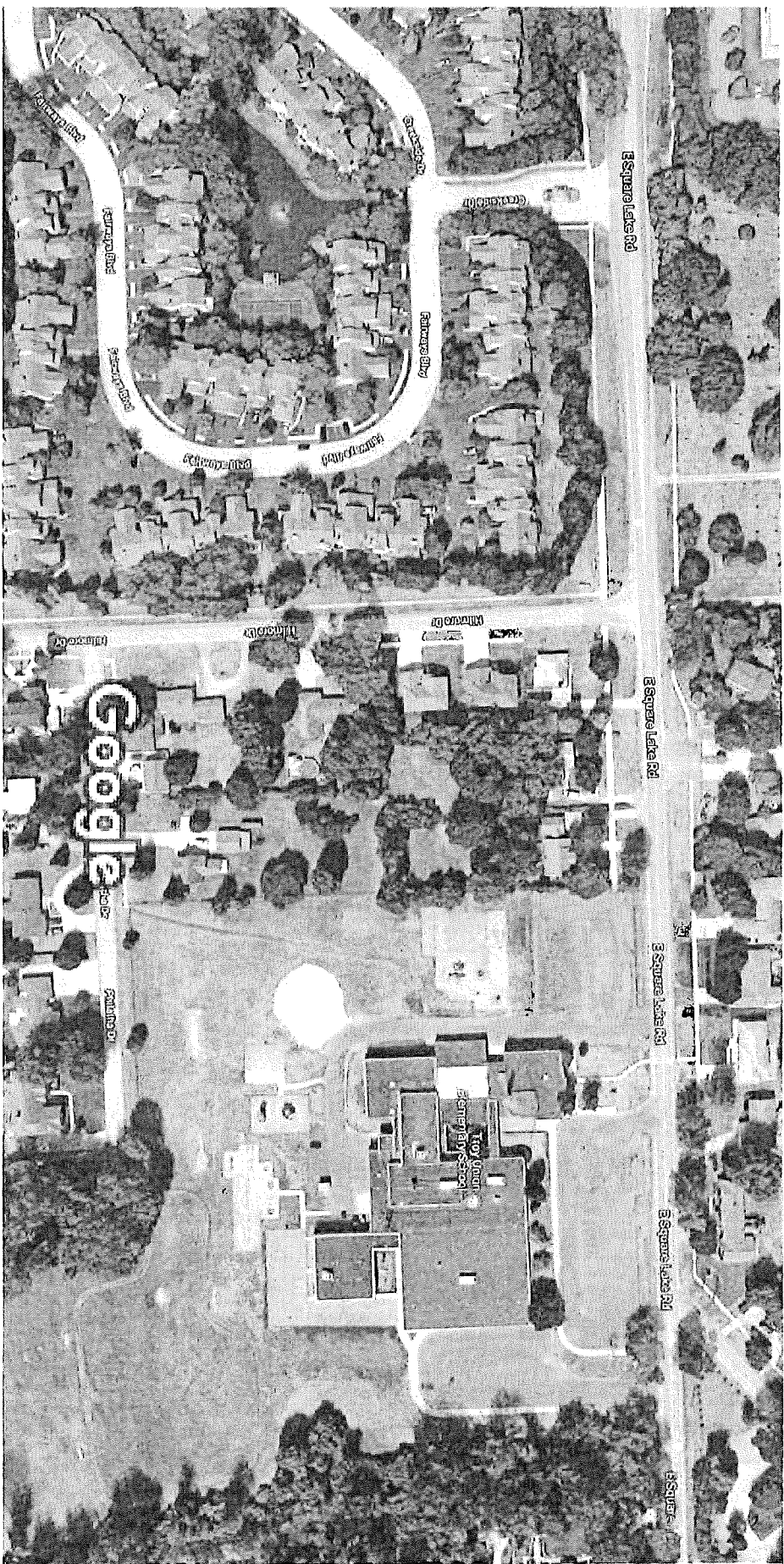
Schroeder Snow Plow MAPS
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Google Maps

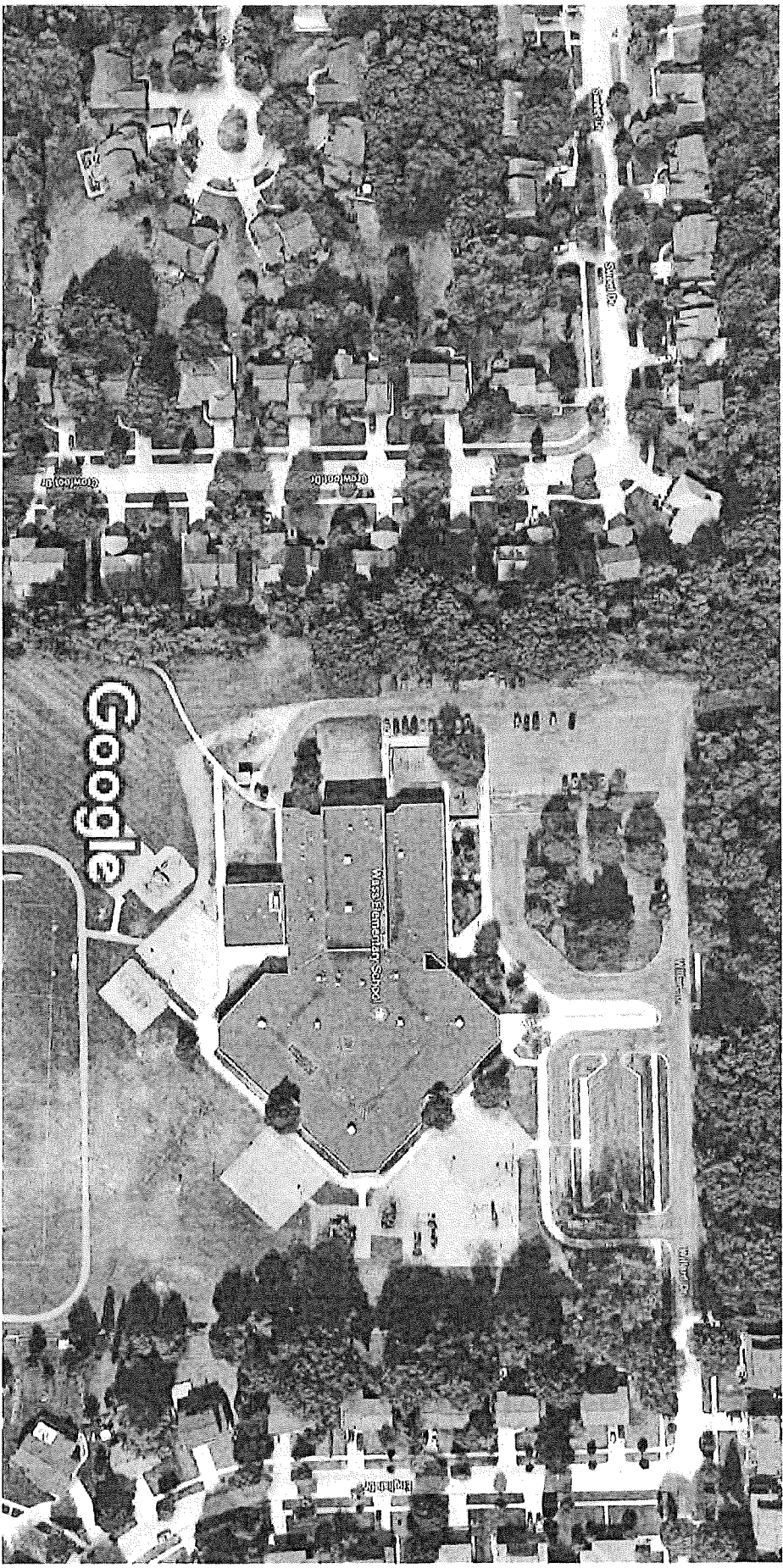
Troy Union Snow Flow Maps
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

WASS Snowed Flow Maps
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Wattles Snow Flow Maps

Google Maps

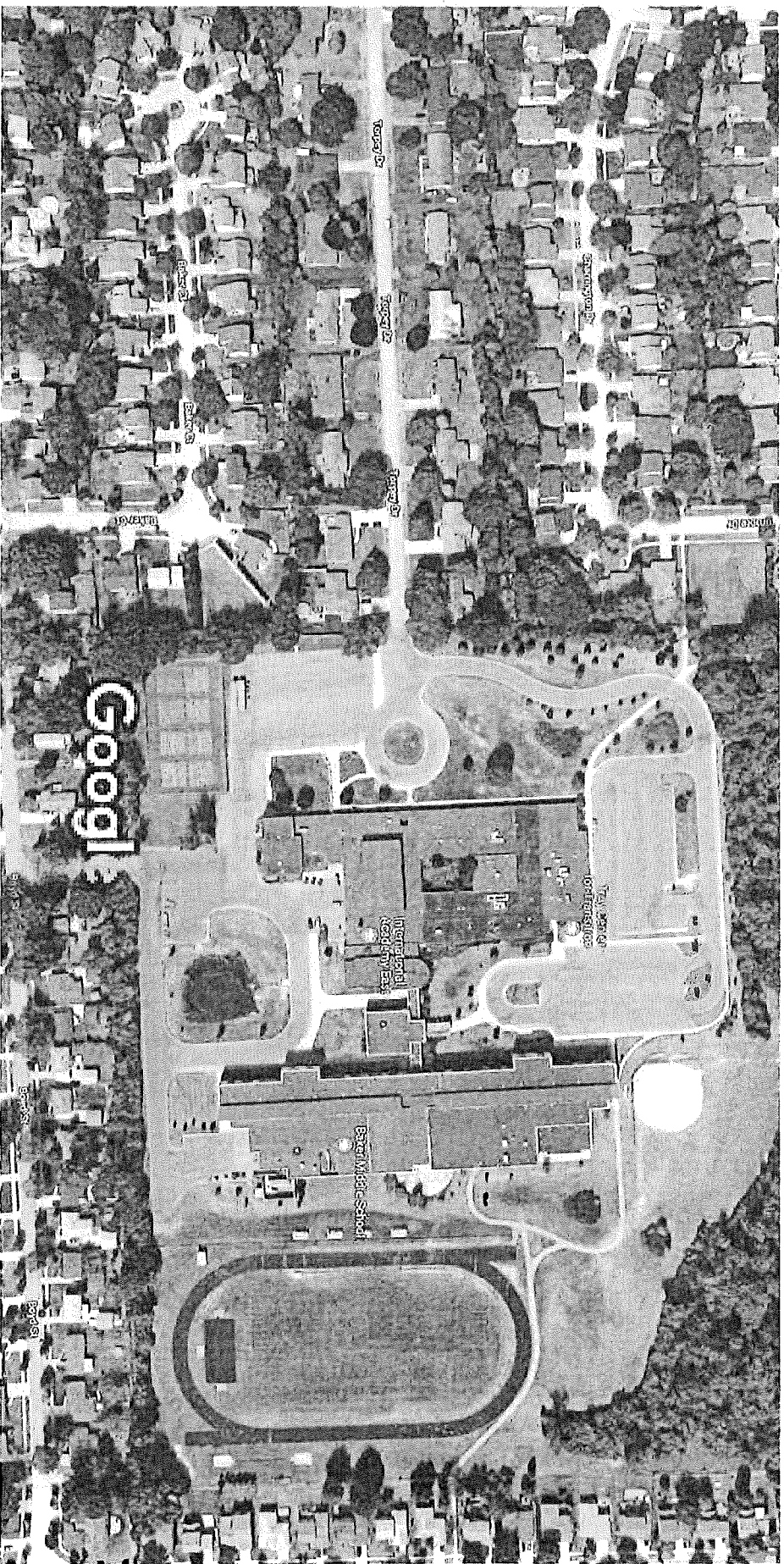
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Google Maps

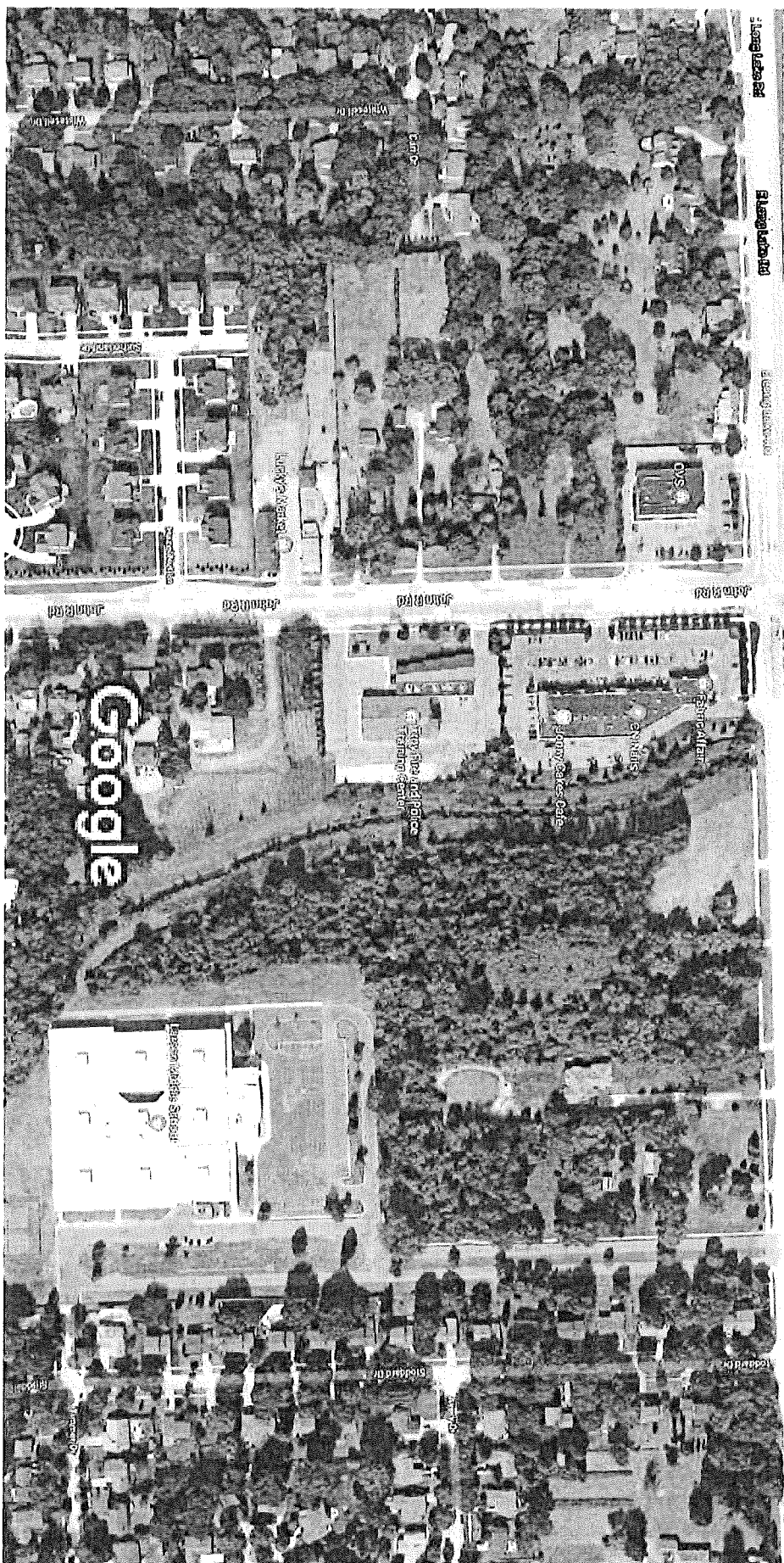
IAE - Baker Snow Plow Maps
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

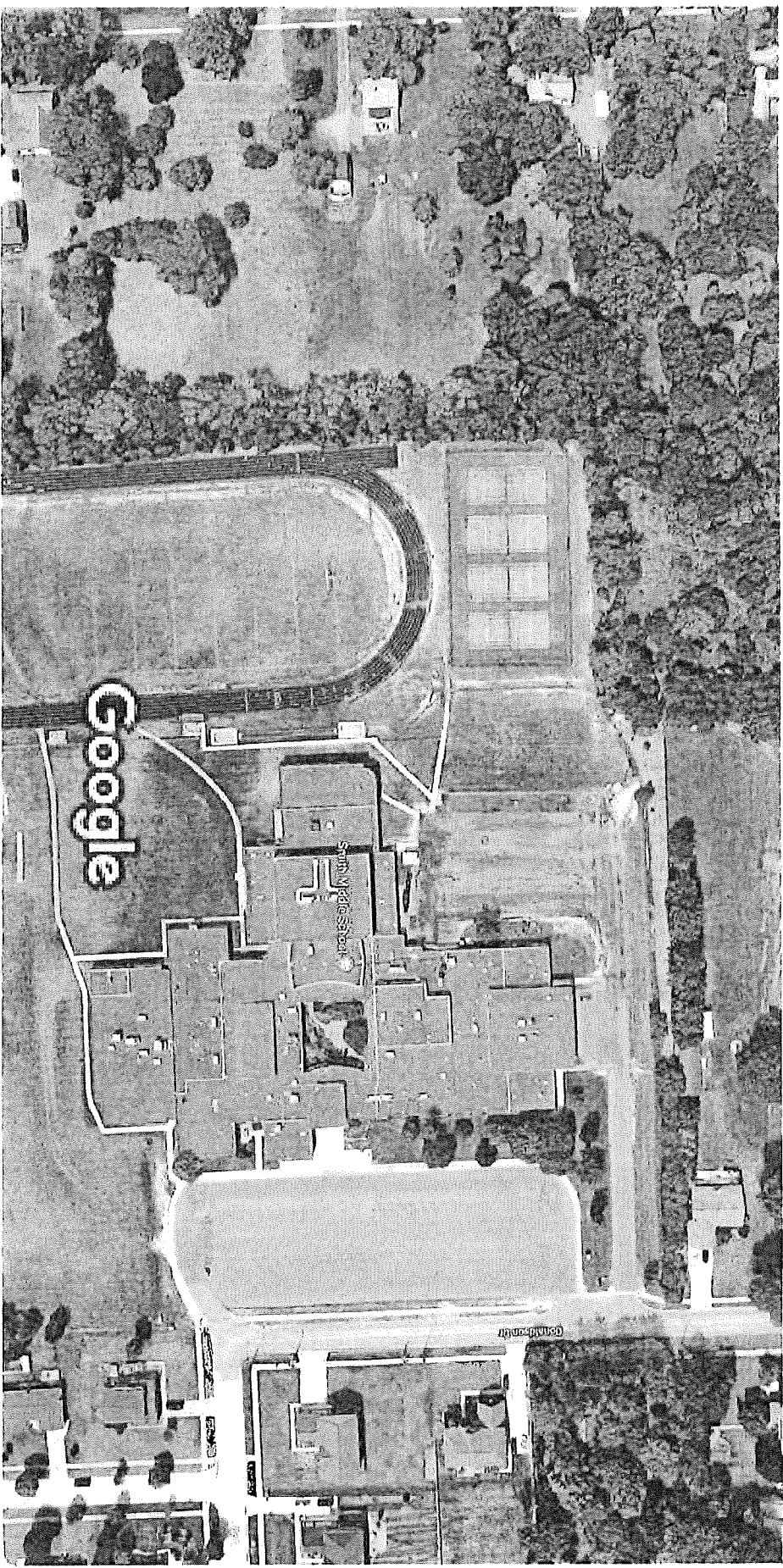
Larson - Flow maps
2018-2019



Google Maps

Smith - Plano maps

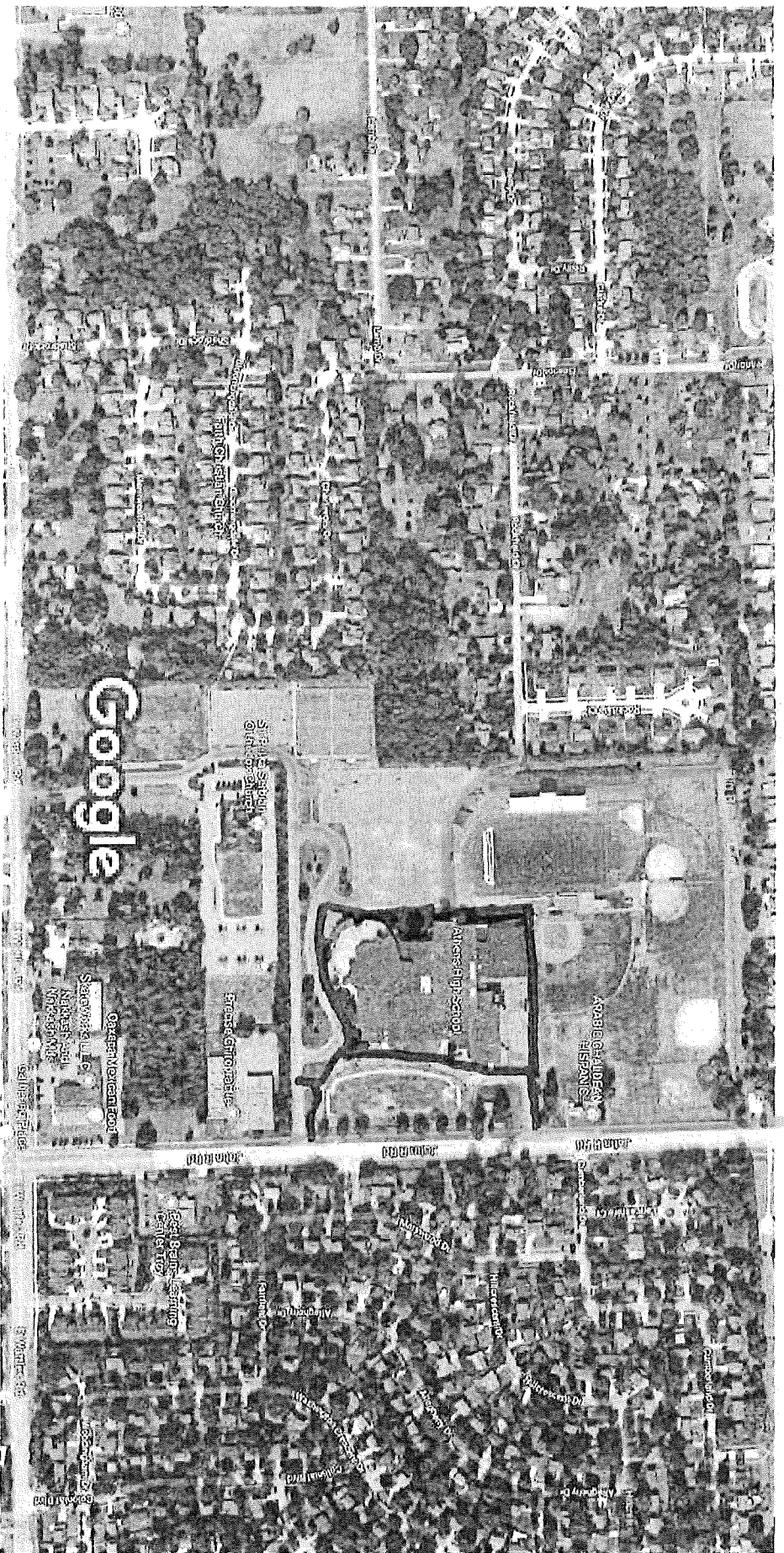
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

ATHENS - KUBOTA 2018-2019

Google Maps



Imagery ©2018 Google, Map data ©2018 Google 200 ft

Flow and S&H

Flow only

Google Maps

THS - KUBOTA 2018-2019



Imagery ©2018 Google, Map data ©2018 Google 200 ft

Plus and Sat

Plus only

Google Maps

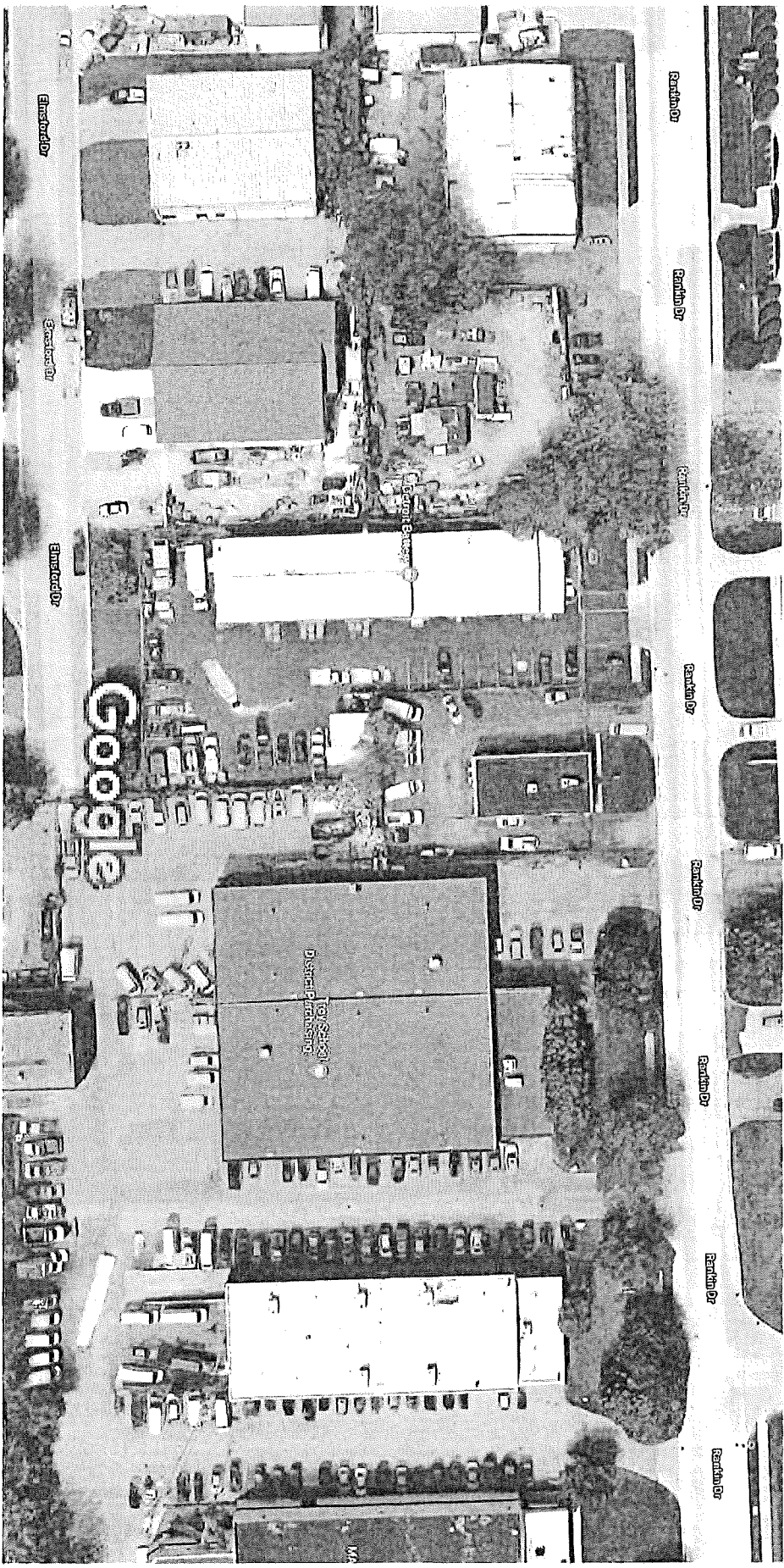
Central Office - Services
Snow Plow Maps
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Google Maps

Rancho Snow photo Maps
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 20 ft

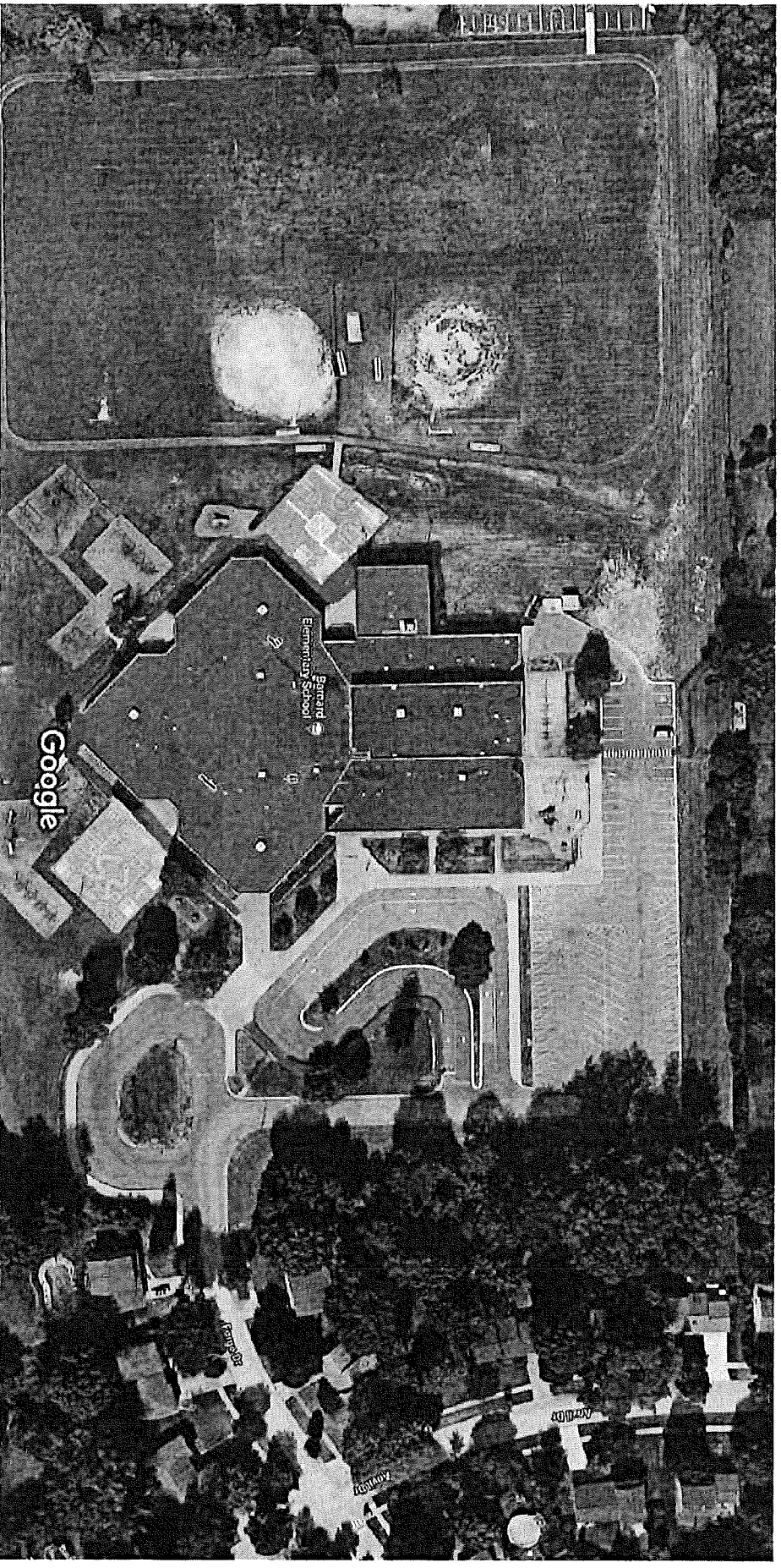
**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT B-7

**2018-2019
Custodial
Snow
removal
and
salting
maps**

Google Maps

Barnard Snow map 2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

— Snow Removal

• Snow Removal and Salt

NOTE: ALL DOOR ENTRANCES NEED to be CLEARED AND SALTED

Google Maps

Bern's Snow Map 2018-2019

Has John Deere tractor and blade



Imagery ©2018 Google, Map data ©2018 Google 50 ft

— SNOW REMOVAL

+ SNOW REMOVAL AND SAH

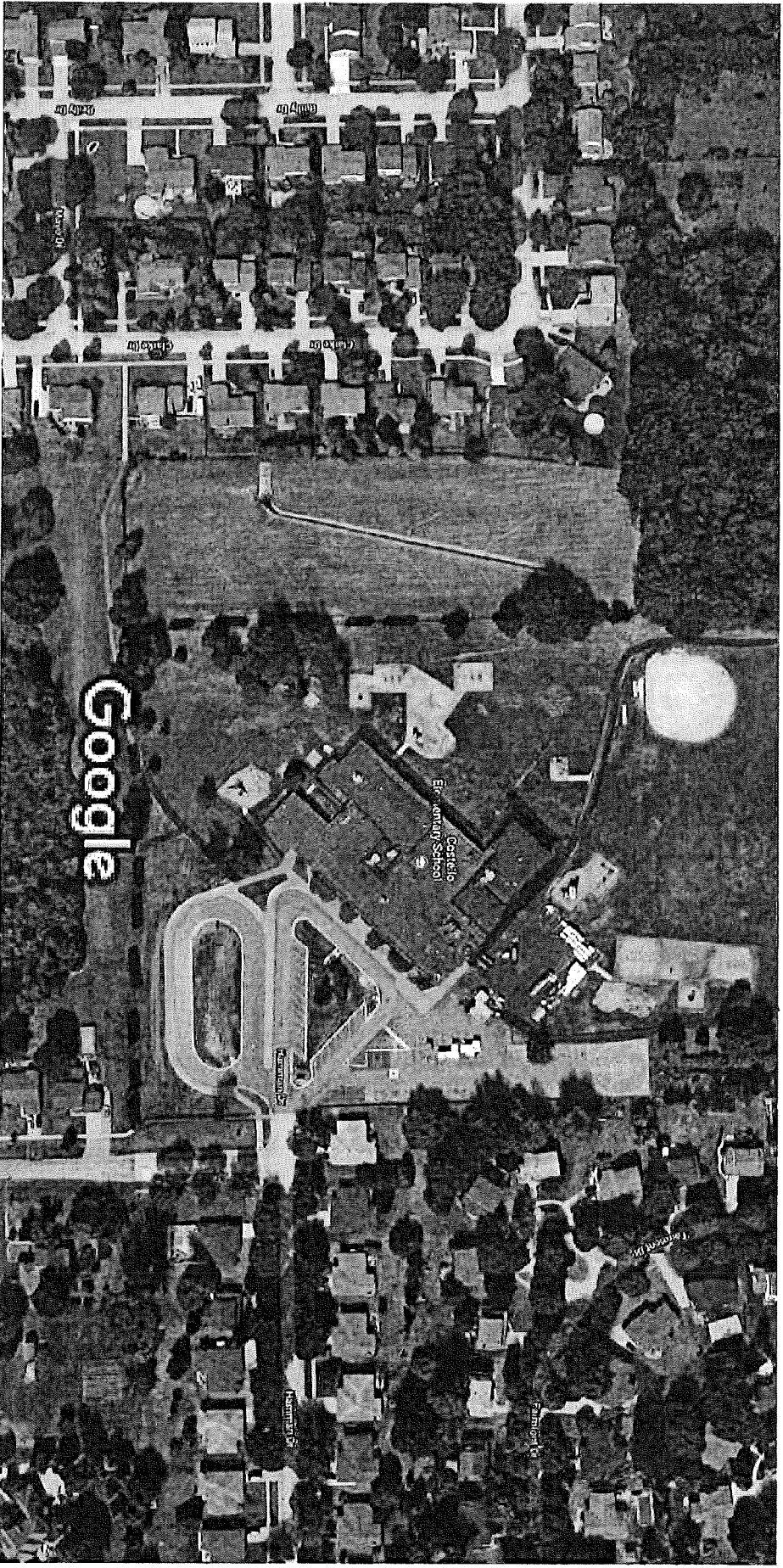
NOTE: ALL DOOR ENTRANCES NEED to be CLEARED AND SAHED

Google Maps

Castello Snow Map

2018-2019

#1



Imagery ©2018 Google, Map data ©2018 Google 100 ft

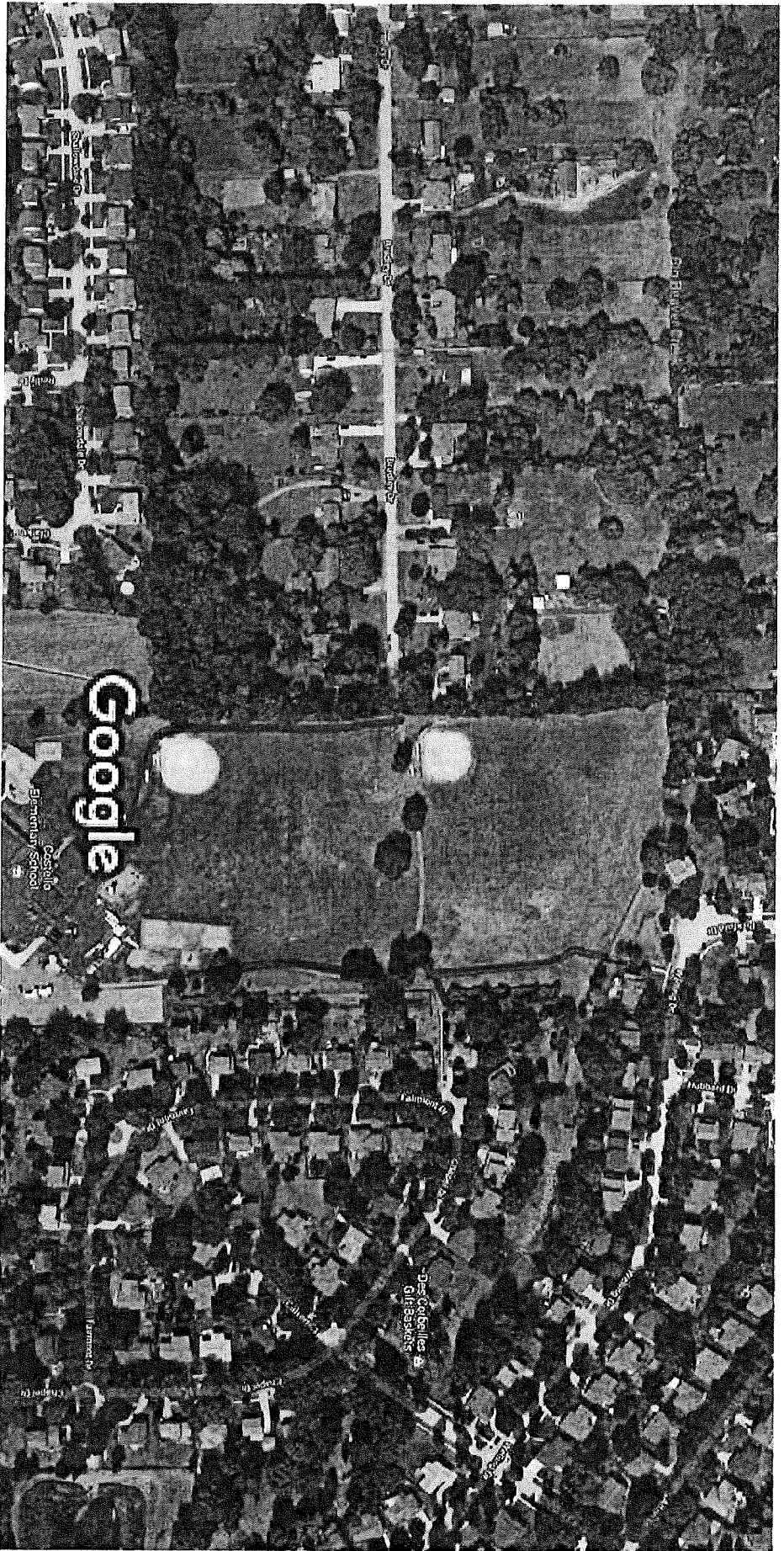
— Snow Removal
Snow Removal ADDSAP

----- Property line

NOTE: ALL DOOR ENTRANCES NEED to be CLEARED AND SALTED

Google Maps

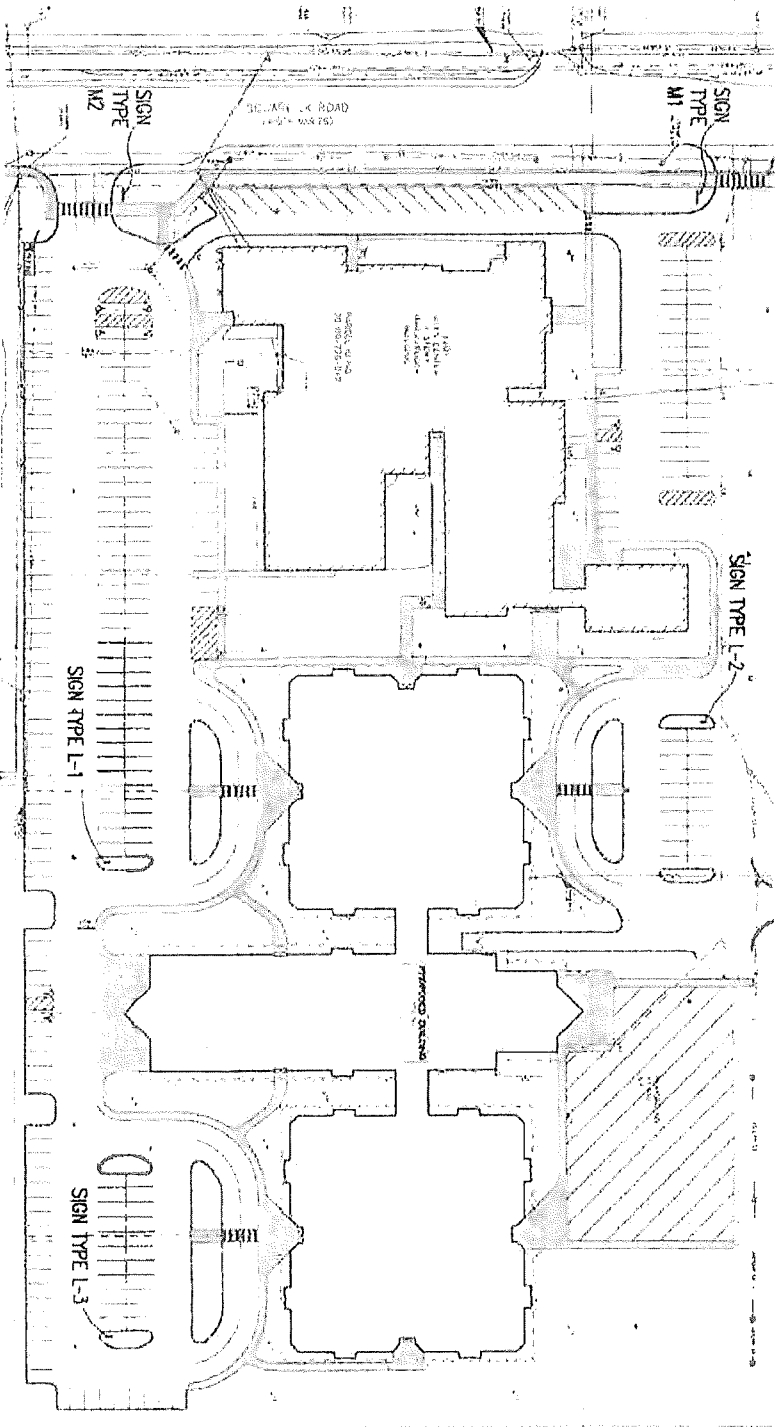
Costello Snow Map #2
Don't



Imagery ©2018 Google, Map data ©2018 Google 100 ft

TROY SCHOOL DISTRICT
EARLY CHILDHOOD CENTER AND NILES

Snow Maps - Custodians



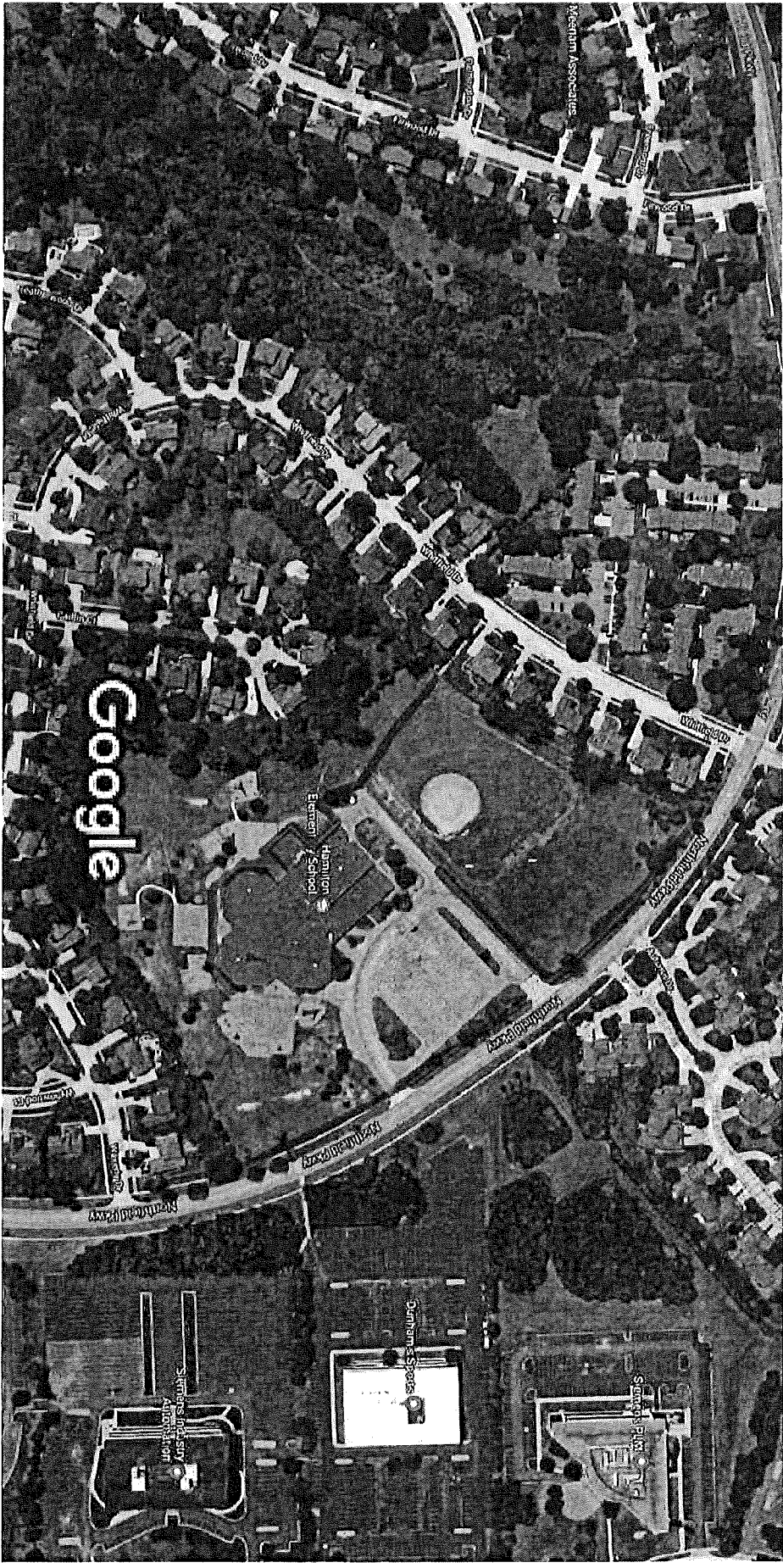
Snow Removal and Salt

Google Maps

Hamilton Snow map

2018-2019

Has John Deere tractor and blade



Imagery ©2018 Google, Map data ©2018 Google 100 ft

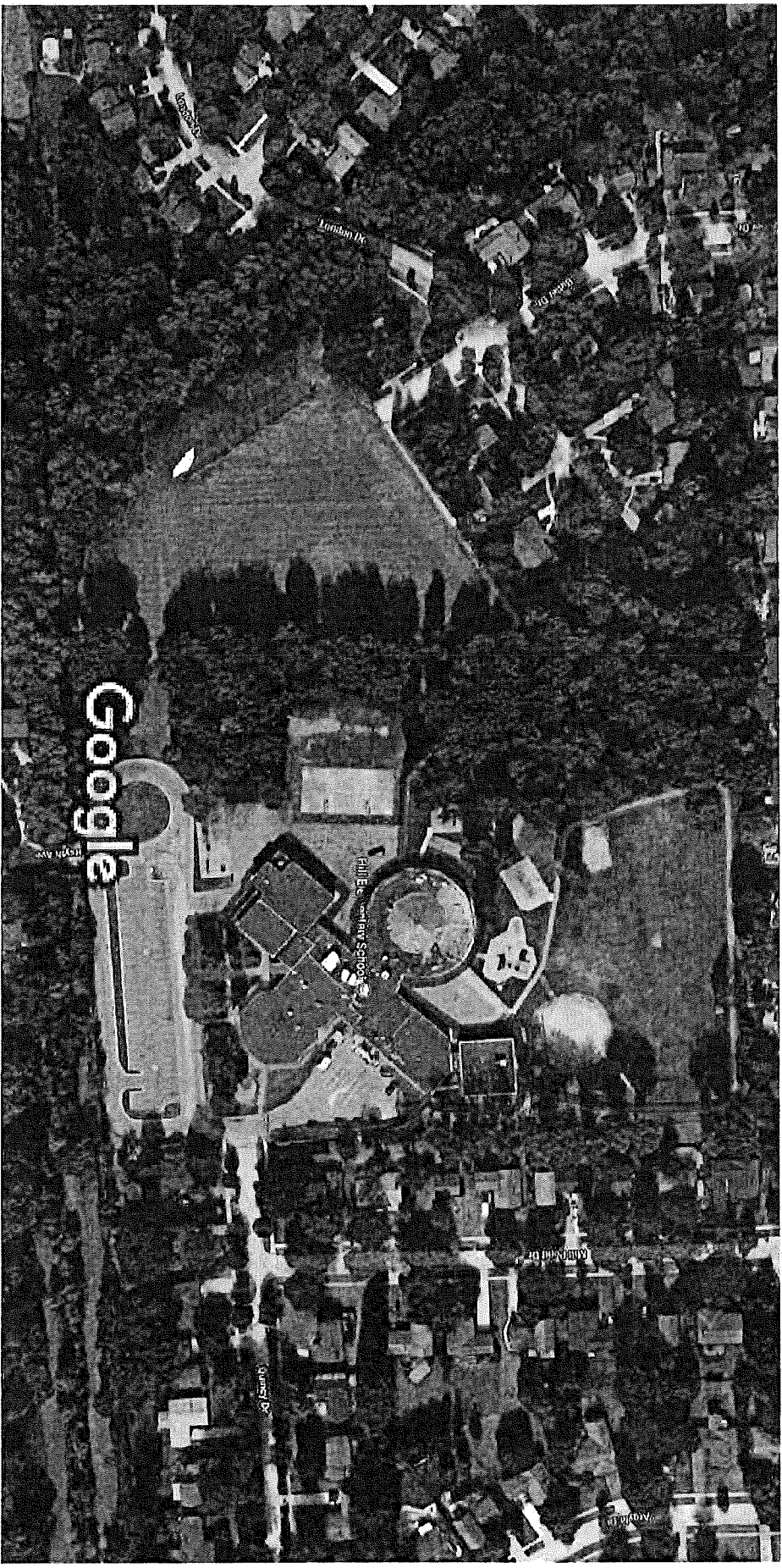
— Snow Removal

Snow Removal AND Salt

NOTE: ALL DOOR ENTRANCES NEED to be CLEARED AND SALTED

Google Maps

Hill Snow Map
2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

— Snow Removal AND Salt

NOTE: All Door Entrances need to be cleared and salted

Google Maps

Leonard Snow Map
2018 - 2019



— Snow Removal

Snow Removal AND Salt

Imagery ©2018 Google, Map data ©2018 Google 100 ft

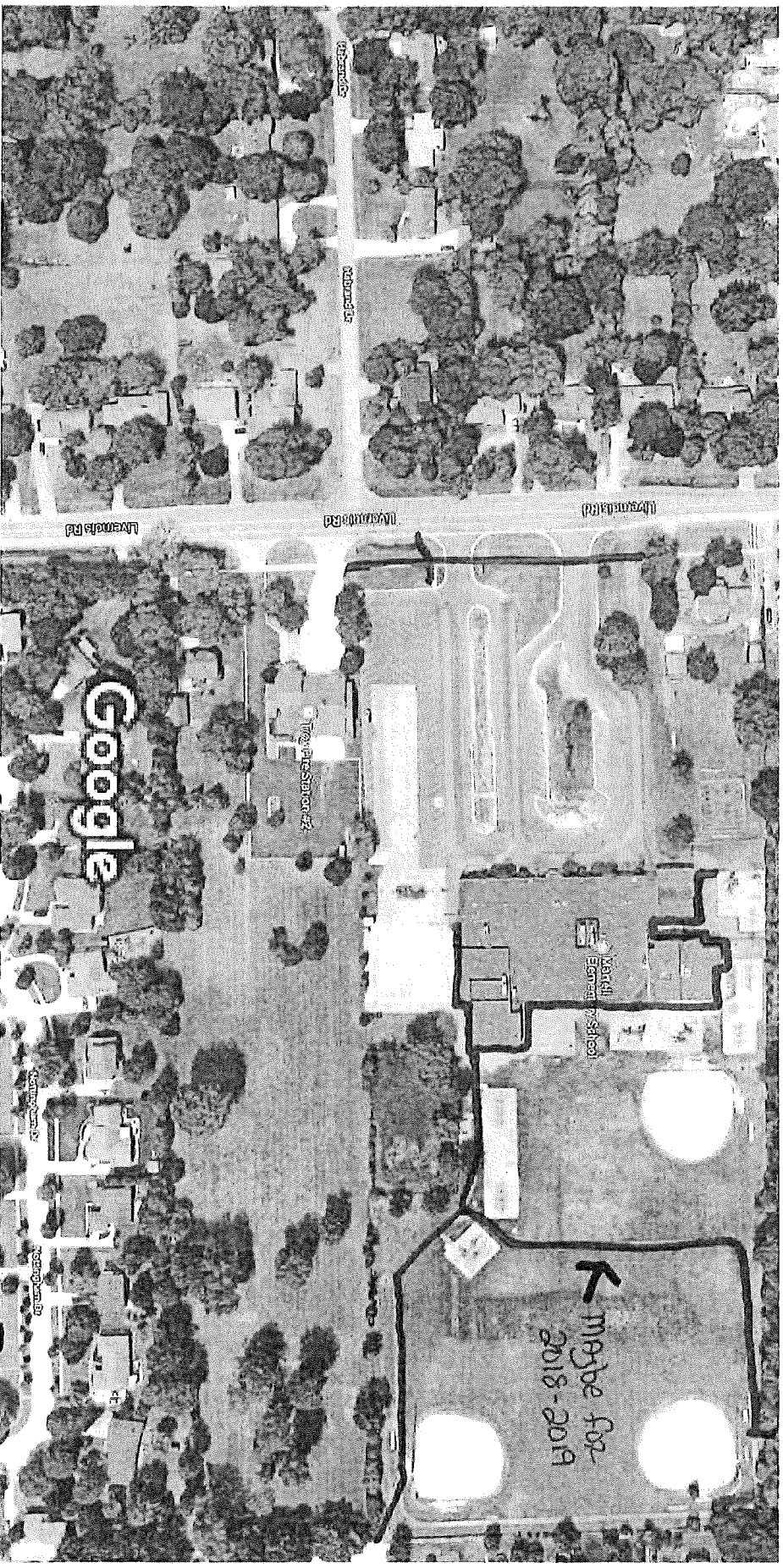
NOTE: ALL DOOR ENTRANCES NEED to be cleaned AND SALTED

Google Maps

Marfell Snow map

2018-2019

*Hill
2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

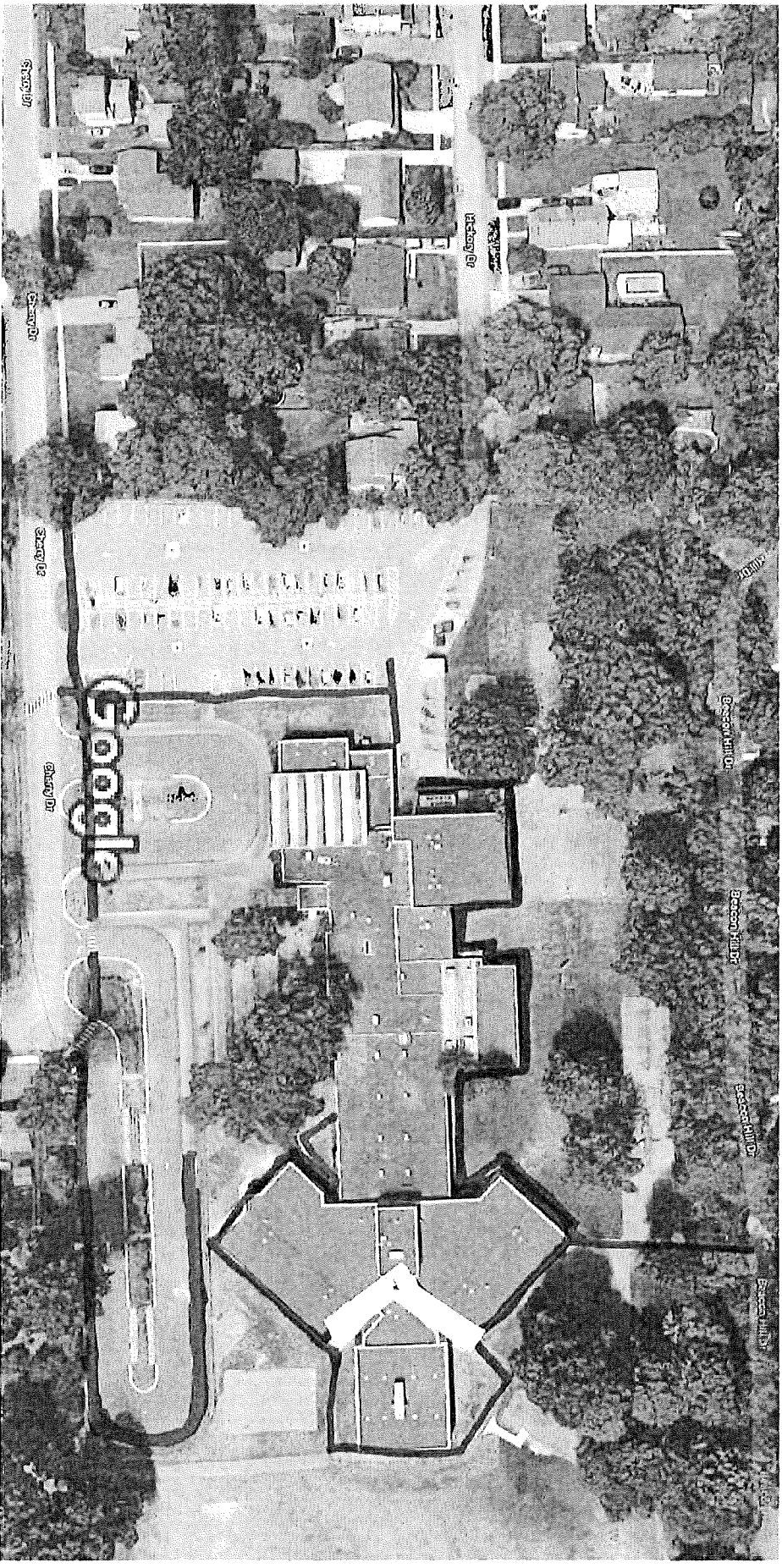
— Snow Removal

Snow Removal AND SAH

NOTE: ALL Door Entrances need to be cleaned and salted

Google Maps

Morse Snow map
2018-2019



— Snow Removal

Imagery ©2018 Google, Map data ©2018 Google 50 ft

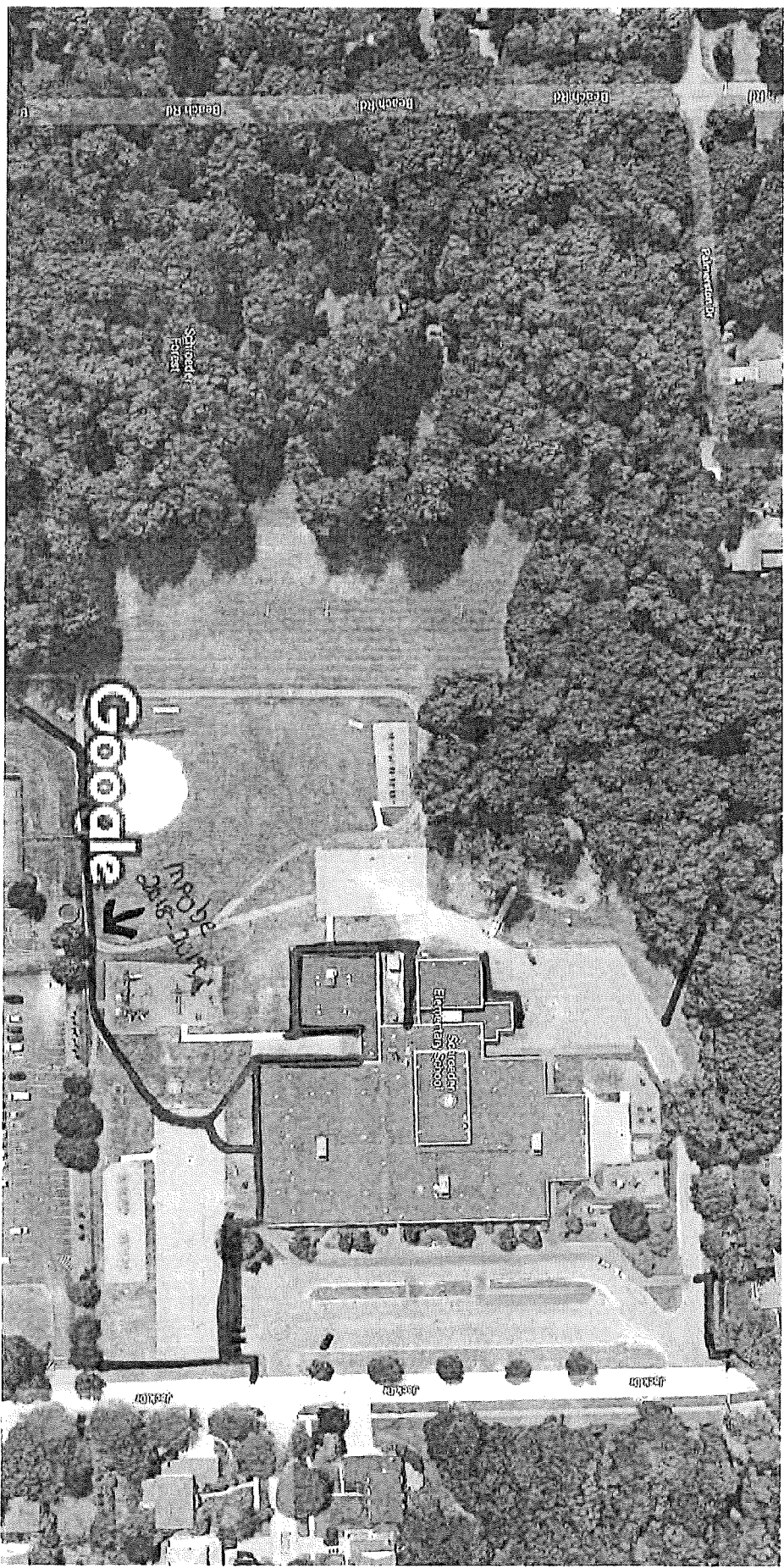
Snow Removal AND Salt

NOTE: ALL Door ENTRANCES need to be cleaned AND salted

Google Maps

Schroeder Snow map

2018-2019



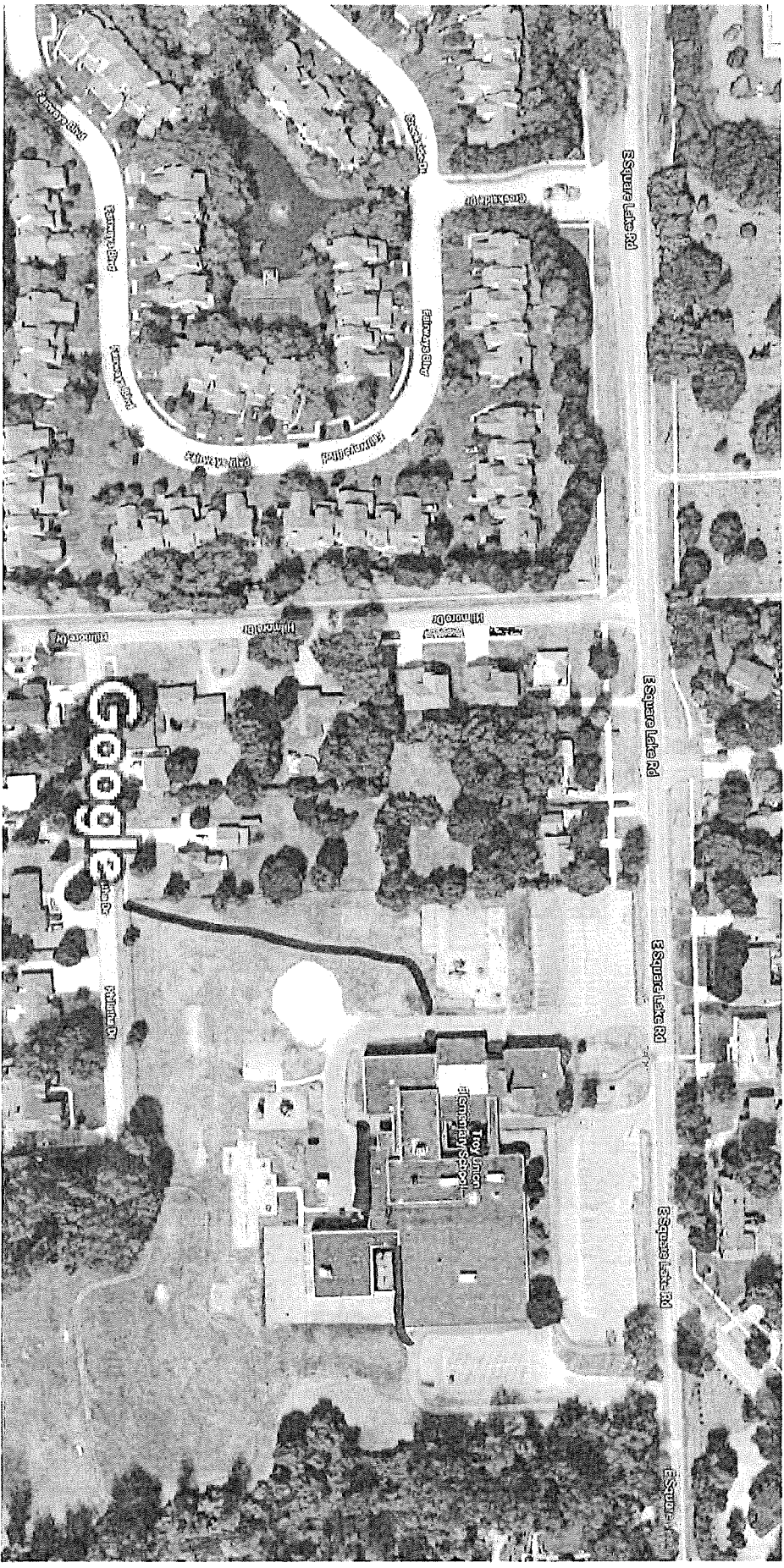
— Snow Removal

Imagery ©2018 Google, Map data ©2018 Google 50 ft

Snow Removal and SAH

NOTE: ALL Door Entrances NEED to be CLEARED AND SAHED

Google Maps Troy Union Snow Maps 2018-2019



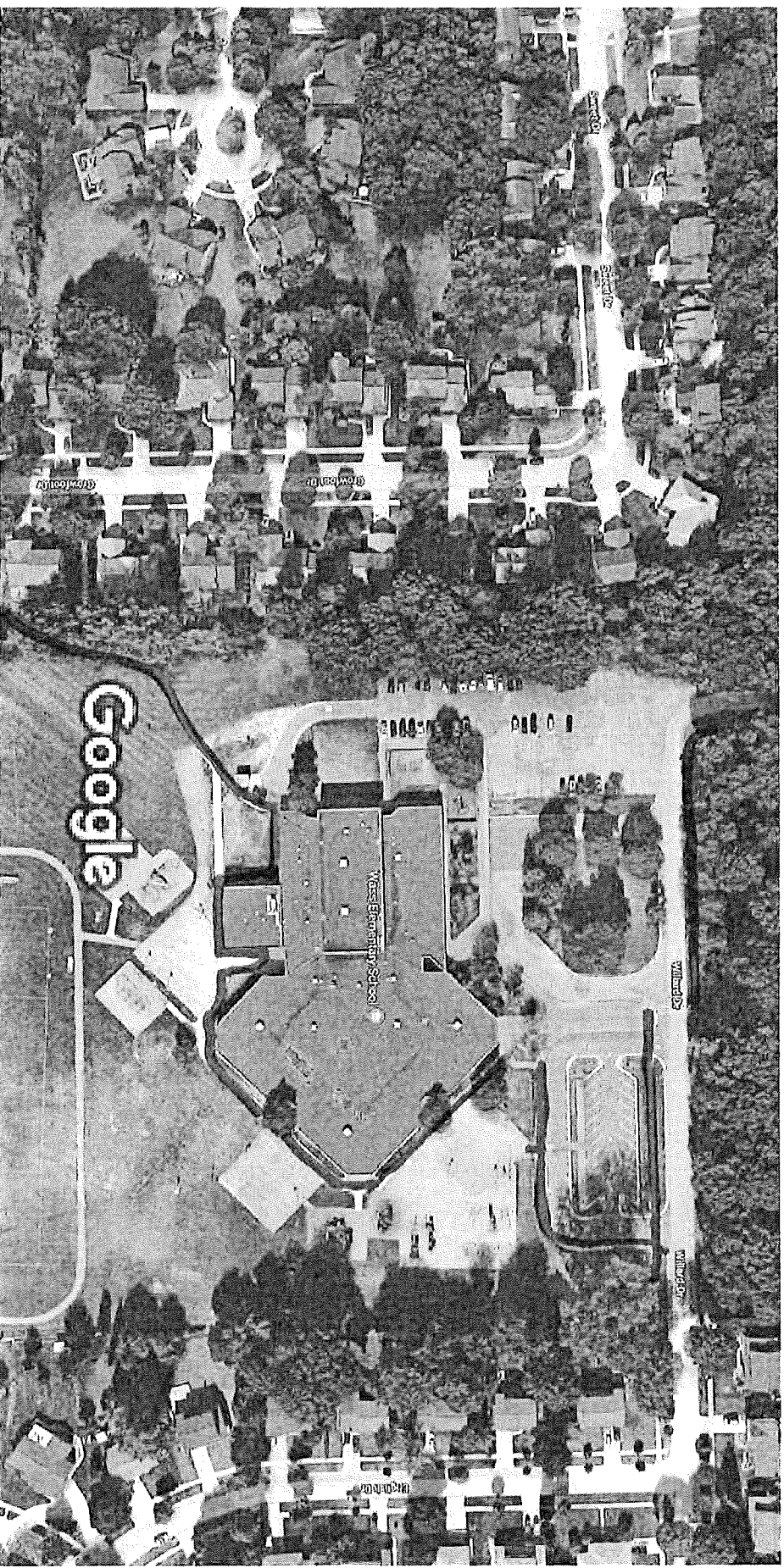
Imagery ©2018 Google, Map data ©2018 Google 100 ft

— Snow Removal

Snow Removal AND Salt

NOTE: ALL DOOR ENTRANCES to be CLEARED AND SALTED

Google Maps WASS Snow Maps 2018-2019



— Snow Removal Imagery ©2018 Google, Map data ©2018 Google 50 ft

Snow Removal AND Salt

NOTE: All Door Entrances NEED to be CLEARED AND SALTED

Google Maps

Wattles Snow Map
2018-2019



— Snow Removal

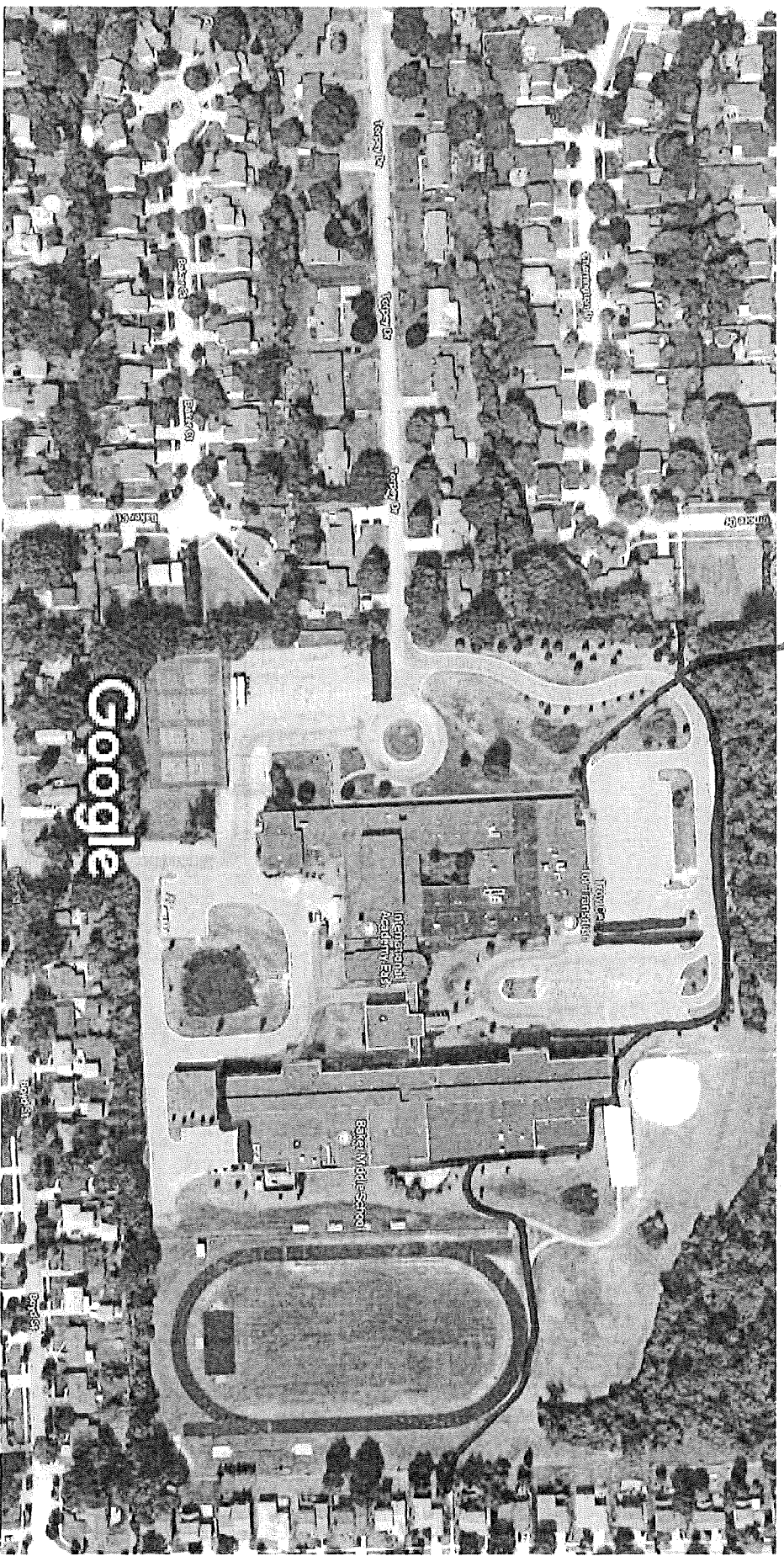
Imagery ©2018 Google, Map data ©2018 Google 50 ft

Snow Removal AND Salt

NOTE: ALL DOOR ENTRANCES NEED to be CLEARED AND SALTED

Google Maps Baker - IAE Snow Maps

2018-2019



— Snow Removal Imagery ©2018 Google, Map data ©2018 Google 100 ft

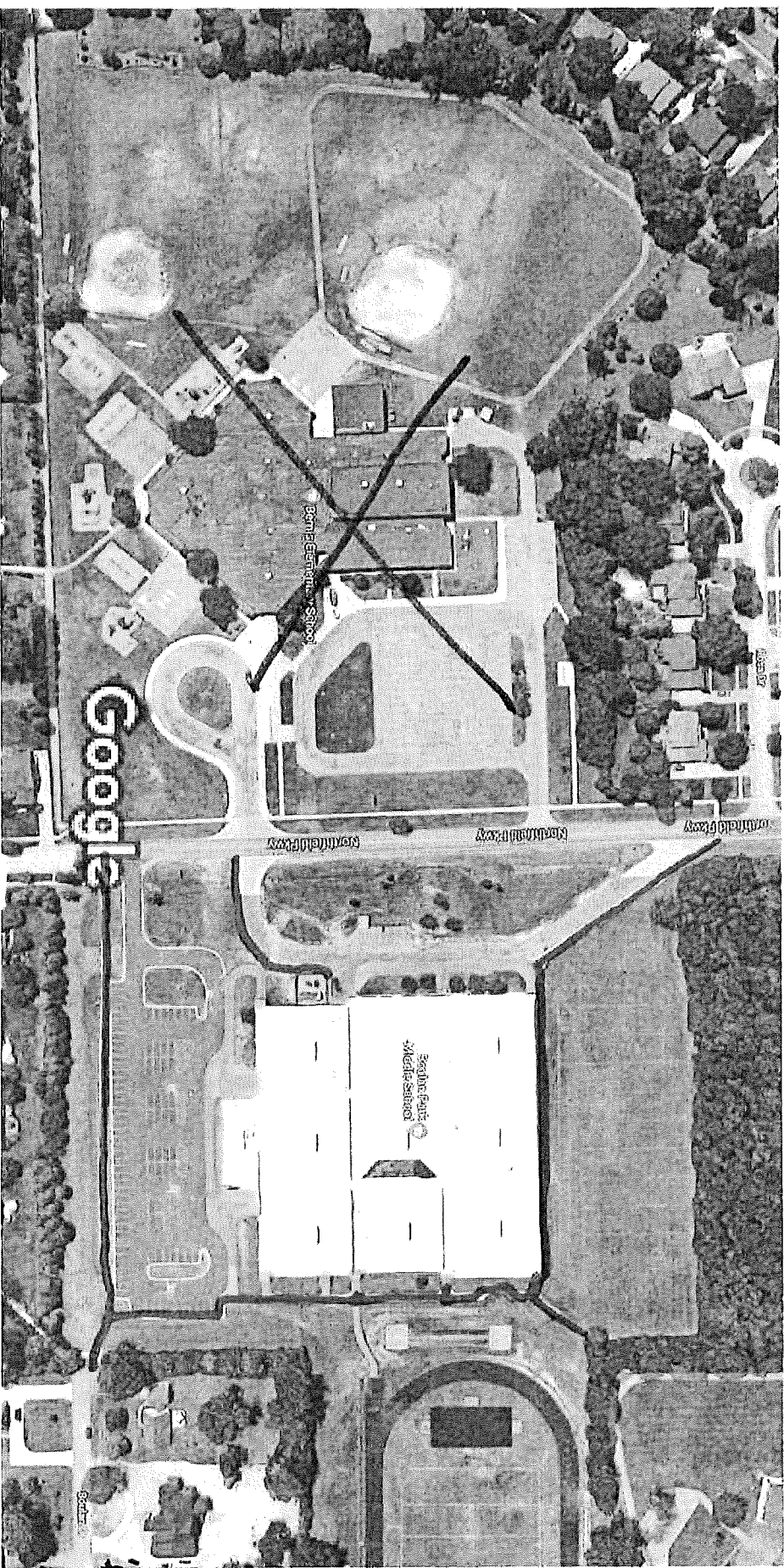
— Snow Removal AND SAH

NOTE: ALL DOOR ENTRANCES NEED TO BE CLEARED AND SALTED

Google Maps

Boulevard Park Snow Maps

2018-2019



Imagery ©2018 Google, Map data ©2018 Google 100 ft

— Snow Removal

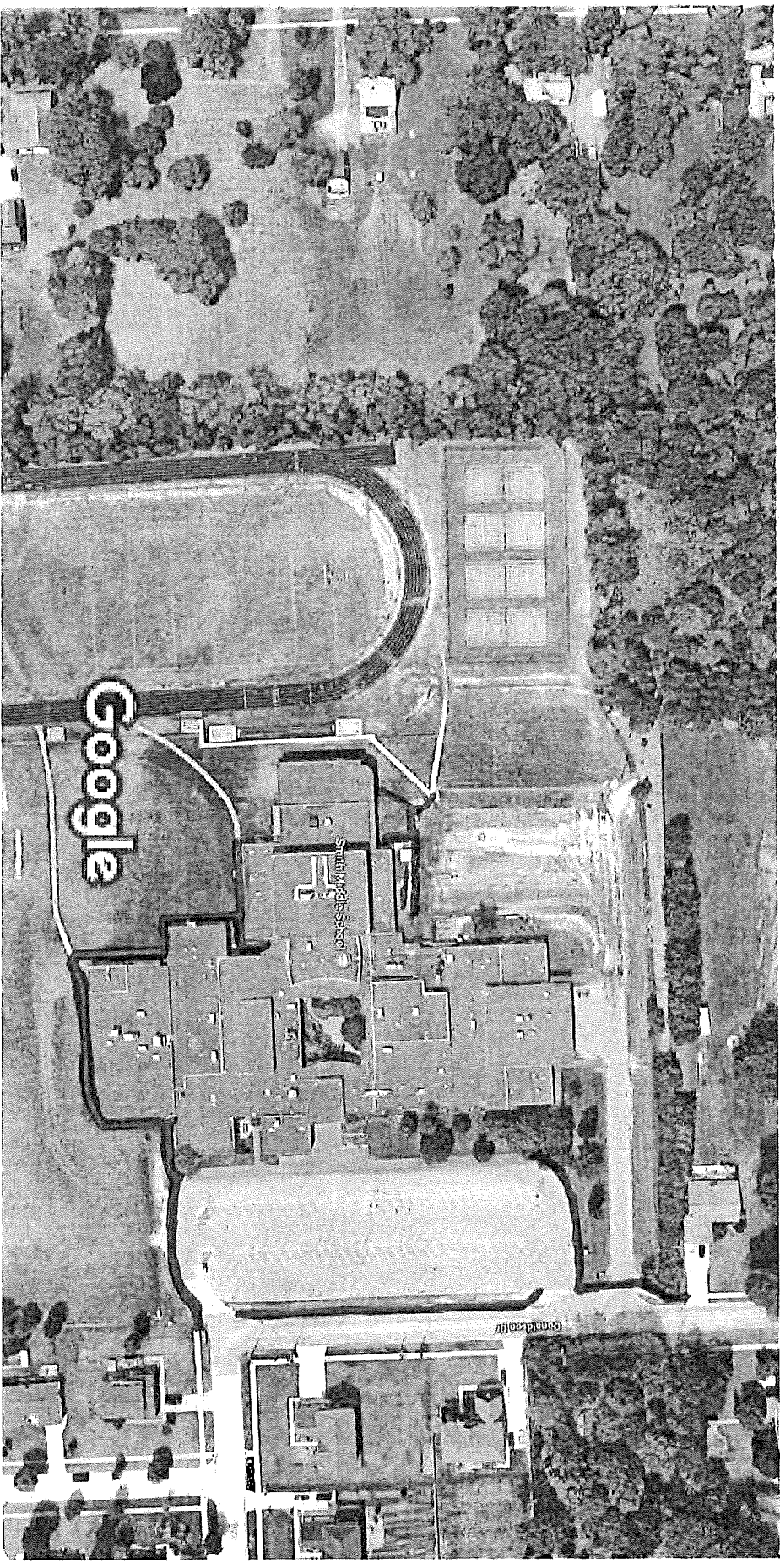
Snow Removal AND Salt

NOTE: All Door Entrances need to be cleared and salted

Google Maps

Smith Snow Maps

2018-2019



Imagery ©2018 Google, Map data ©2018 Google 50 ft

— Snow Removal

Snow Removal AND SAH

NOTE: All Door Entrances need to be Cleared AND SAHED

Google Maps

Athens Snow Map
2018-2019

Sidewalks close by Ground State



Imagery ©2018 Google, Map data ©2018 Google 50 ft

Snow Removal AND SALTED

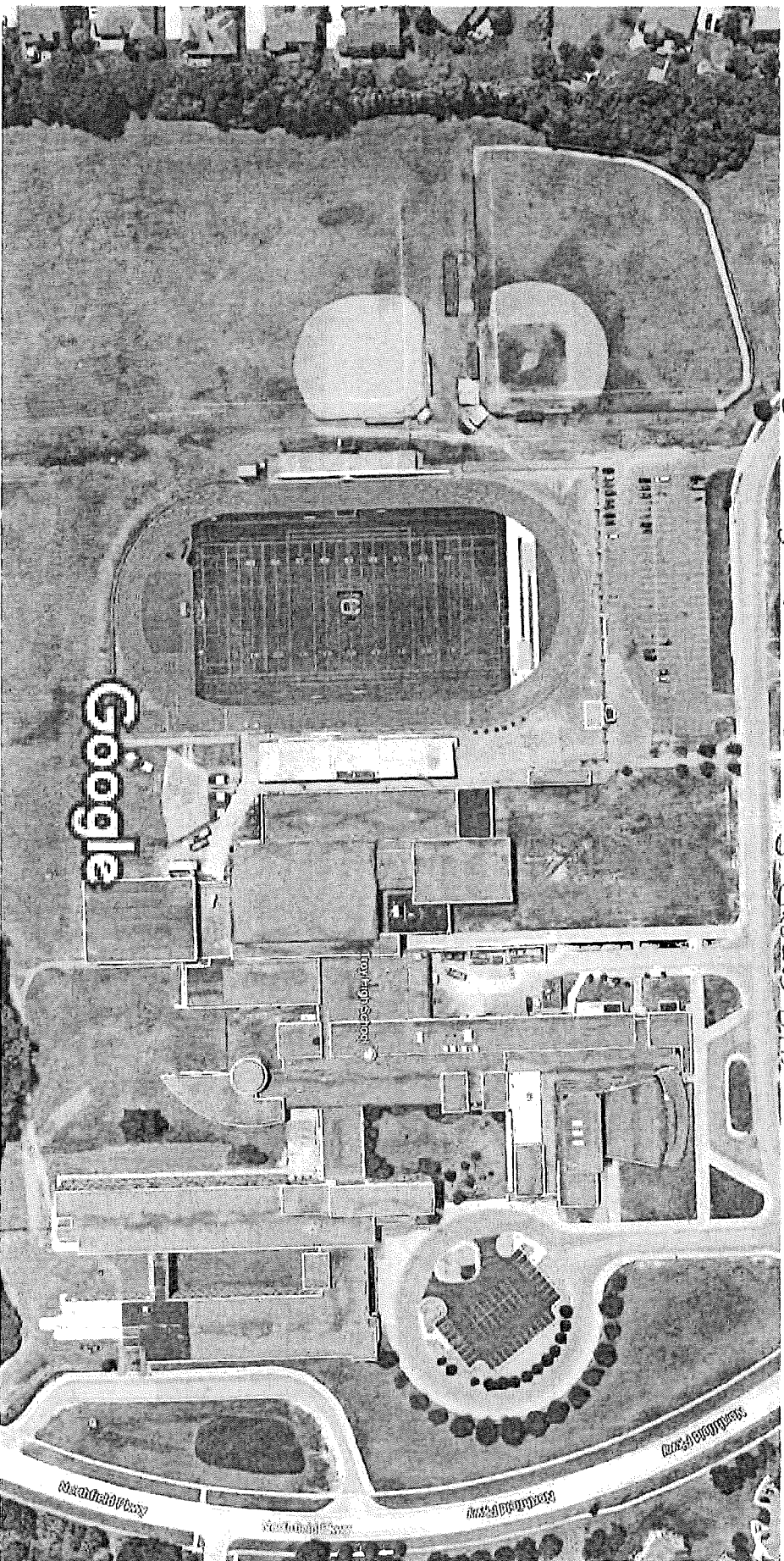
NOTE: ALL DOOR ENTRANCES NEED TO BE CLEARED AND SALTED
NOT JUST MARKED ONES
out to 50'

Google Maps

THS Snow Map

2018-2019

Sidewalks are to be done by Ground Staff



Imagery ©2018 Google, Map data ©2018 Google 100 ft

NOTE: ALL Door Entrances NEED to be CLEARED AND SALTED
Out to 20' NOT Just the marked ones

Service - C/o Snow Maps
2018-2019



100 ft

Snow Removal and Staff

NOTE: All entrances door need to be cleared and painted

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT C

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT C-1

TSD Custodial/Warehouse/Grounds Staffing Chart - CURRENT			
	Position	Shift Sched	# Hrs/Day
Troy High School			
	Day Lead	5:30am-2:00pm	8
	Day Shift	6:00am-2:30pm	8
	Mid Shift	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	M-TH pm/Sat mid	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	3:00pm-11:30pm	8
	Night Custodian	3:00pm-11:30pm	8
	Night Custodian	3:00pm-11:30pm	8
Athens High School			
	Day Lead	5:30am-2:00pm	8
	Day Shift	6:00am-2:30pm	8
	Mid Shift	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	M-TH pm/Sat mid	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	2:30pm-11:00pm	8
	Night Custodian	3:00pm-11:30pm	8
	Night Custodian	3:00pm-11:30pm	8
	Night Custodian	3:00pm-11:30pm	8
Niles High School Alt.			
	Day Lead	6:00am-2:30pm	8
	Night Lead	2:30pm-11:00pm	8
International Academy East			
	Day Lead	6:00am-2:30pm	8
	Mid-shift	12:00pm- 6:00pm	6
	Night Custodian	2:15pm-10:45pm	8
	Night Custodian	2:30pm-11:00pm	8
Baker Middle School			
	Day Lead	6:30am-3:00pm	8
	Mid-shift Custodian	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	3:00pm-11:30pm	8

Boulan Park Middle School			
	Day Lead	6:30am-3:00pm	8
	Mid-shift Custodian	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	3:00pm-11:30pm	8
Larson Middle School			
	Day Lead	6:30am-3:00pm	8
	Mid-shift Custodian	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	3:00pm-11:30pm	8
Smith Middle School			
	Day Lead	6:30am-3:00pm	8
	Mid-shift Custodian	10:30am-7:00pm	8
	Night Lead	2:15pm-10:45pm	8
	Night Custodian	3:00pm-11:30pm	8
Barnard Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	5:30p - 9:30p	4
Bemis Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	6pm-10pm	4
Costello Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	5:30p - 9:30p	4
Hamilton Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	5:30p - 9:30p	4
Hill Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	4:00p - 8:00p	4
Leonard Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	6:00pm-12:00am	6
Martell Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	5:00pm - 9:00pm	4
Morse Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	4:00p - 8:00p	4

Schroeder Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	4:00pm - 8:00pm	4
Troy Union Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	5:00pm-11:00pm	6
Wass Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	4:00pm - 8:00pm	4
Wattles Elementary			
	Day Lead	6:30am-3:00pm	8
	Night Custodian	2:45pm-11:15pm	8
	Night Custodian	4:00pm - 8:00pm	4
TSD Preschool Center			
	Day Lead	6:00am-2:30pm	8
	Night Custodian	2:15pm-10:45pm	8
	Night Custodian	2:15pm-10:45pm	8
Support Facilities: Transportation /Rankin/Services/Administration			
	Day Custodian	6:00am-2:30pm	8
	Night Custodian	2:30pm-11:00pm	8
Sub Custodians Recommend minimum of 6 on call subs			
Account Managers			
	Account Manager	Flexible	8
Asst. Managers/Admin. Assistant			
	Administrative Asst	1st Shift	8
	Assistant Manager	1st Shift	8
	Asst./Zone Manager	2nd Shift	8
	Asst./Zone Manager	2nd Shift	8
	Asst./Zone Manager	2nd Shift	8
	AHS/THS Bldg. Manage	2nd Shift	8
Grounds			
	Grounds - Lead	6:00am-2:30pm	8
	Grounds	6:00am-2:30pm	8
	Grounds	6:00am-2:30pm	8
	Grounds	6:00am-2:30pm	8
	Seasonal Grounds	6:00am-2:30pm	8
	Seasonal Grounds	6:00am-2:30pm	8
June, July, August (approx. 120 days)	Seasonal Grounds	6:00am-2:30pm	8
Warehouse/Delivery			
	Warehouse Driver	1st Shift	8

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT C-2

Custodial Services Expectations

1. Contract Manager

- a. Supervise the day to day operations of all personnel assigned to Troy School Districts custodial staff.
- b. This Individual must be highly professional, motivated and have excellent communication skills. These traits should be expected from all personnel assigned to Troy School District.
- c. Provide support for all emergencies that require custodial staff as provided in General Duty Task Chart.
- d. Deal with customer requests, and handle discrepancies as they arise.
- e. Perform monthly evaluations at each facility, along with meeting with all building administrators on a monthly basis.
- f. Schedule personnel for overtime assignments, weekend activities, and all other duties outlined in custodial RFP.

2. Day & Afternoon - Asst./Zone Managers

- a. Provide direct support to the Contract Manager for all custodial operations.
- b. Responsible for training custodial personnel, evaluate their performance and completing monthly inspections of the facilities.
- c. Provide support for all emergencies that require custodial services as outlined in the General Duty Task Chart.
- d. CPO Certification required on afternoon shifts for AHS/THS Building Manager & a backup manager.

3. Project/ Floor Tech (Alternate 1 staffing)

- a. Responsible for the upkeep and maintenance of terrazzo, VCT, and synthetic flooring systems as part of the overall flooring maintenance program.
- b. Responsible for regular scheduled deep cleanings of all restrooms as instructed by the district.
- c. Provide assistance in any project or need as requested by Troy School District.

4. Custodial Personnel

- a. All Custodial personnel should have knowledge of all aspects of housekeeping methods, cleaning equipment and materials.
- b. The custodial personnel assigned to each facility should be self-motivated, professional and courteous to the students, staff and community.
- c. Custodial Day Leads at the elementary level will be responsible for work orders and communications with the building administrator. At all secondary buildings there will be a Day and Night Lead who both support this role.
- d. All custodians are required to maintain a high level of service and meet all expectations of Troy School Districts standards.
- e. All custodians are expected to follow all tasks outlined in the General Duty Task Chart.

This document is only intended to provide a summary of the expectations that Troy School District has for the contractor whom is awarded the custodial bid.

Troy School District - Grounds & Warehouse Staffing & Expectations

Grounds

Grounds Lead - 1 FTE (6:00am - 2:30pm)
Grounds Crew - 3 FTE (6:00am - 2:30pm)
Grounds Crew - Seasonal 2 FTE (6:00am - 2:30pm) April 1 - October 31
Grounds Crew - Seasonal 1 FTE (6:00am - 2:30pm) June 1 – August 31

Warehouse

Warehouse/Mail - 1 FTE (7:00am - 3:30pm)

1. Grounds Lead

- a. Supervise the day to day operations of the grounds department and personnel assigned to the Troy School District contract.
- b. Responsible for training personnel, evaluating their performance and performing weekly inspections of the high school operations.
- c. Provide support for all emergencies that require grounds personnel services.
- d. Handle work orders, material purchases authorized by the Director of Facility Operations, and all other duties outlined in the Grounds General Duties & Maintenance Program.

2. Grounds Crew

- a. The grounds crew will be responsible for maintaining the natural and artificial turf at both high schools, in addition to the upkeep and marking of all sport fields, as assigned by the Grounds Supervisor, and all other duties outlined in the Grounds General Duties & Maintenance Program.
- b. These individuals will be responsible for snow removal at designated schools (parking lots, walkways, etc...) during the winter months, and will provide support at other locations within the District if heavy equipment is required, snow removal for weekend activities or emergency situations arise.

3. Warehouse Driver

- a. This individual will be responsible for picking up and delivering the internal mail from all District facilities, filling and delivering warehouse orders, transporting boxes and furniture as assigned.
- b. Monday, Wednesday and Fridays are pickup/ delivery days for internal mail and small warehouse orders. Tuesday & Thursday is scheduled for large warehouse orders, special pickups and deliveries. During break periods, the schedule and duties will be modified to meet District needs.
- c. The warehouse driver is also responsible for receiving/unloading bulk deliveries, UPS and Fed-Ex shipments and maintaining the warehouse facility (general cleaning, organization and equipment upkeep).
- d. This position does not handle any currency as part of their responsibilities.

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT C-3

Troy School District - Grounds & Warehouse Staffing & Expectations

Grounds

Grounds Lead - 1 FTE (6:00am - 2:30pm)
Grounds Crew - 3 FTE (6:00am - 2:30pm)
Grounds Crew - Seasonal 2 FTE (6:00am - 2:30pm) April 1 - October 31
Grounds Crew - Seasonal 1 FTE (6:00am - 2:30pm) June 1 – August 31

Warehouse

Warehouse/Mail - 1 FTE (7:00am - 3:30pm)

1. Grounds Lead

- a. Supervise the day to day operations of the grounds department and personnel assigned to the Troy School District contract.
- b. Responsible for training personnel, evaluating their performance and performing weekly inspections of the high school operations.
- c. Provide support for all emergencies that require grounds personnel services.
- d. Handle work orders, material purchases authorized by the Director of Facility Operations, and all other duties outlined in the Grounds General Duties & Maintenance Program.

2. Grounds Crew

- a. The grounds crew will be responsible for maintaining the natural and artificial turf at both high schools, in addition to the upkeep and marking of all sport fields, as assigned by the Grounds Supervisor, and all other duties outlined in the Grounds General Duties & Maintenance Program.
- b. These individuals will be responsible for snow removal at designated schools (parking lots, walkways, etc...) during the winter months, and will provide support at other locations within the District if heavy equipment is required, snow removal for weekend activities or emergency situations arise.

3. Warehouse Driver

- a. This individual will be responsible for picking up and delivering the internal mail from all District facilities, filling and delivering warehouse orders, transporting boxes and furniture as assigned.
- b. Monday, Wednesday and Fridays are pickup/ delivery days for internal mail and small warehouse orders. Tuesday & Thursday is scheduled for large warehouse orders, special pickups and deliveries. During break periods, the schedule and duties will be modified to meet District needs.
- c. The warehouse driver is also responsible for receiving/unloading bulk deliveries, UPS and Fed-Ex shipments and maintaining the warehouse facility (general cleaning, organization and equipment upkeep).
- d. This position does not handle any currency as part of their responsibilities.

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT D

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT D-1

ELEMENTARY/ NILES/SUPPORT BUILDINGS BASIC CUSTODIAL EQUIPMENT	
Walk behind auto scrubber	
Carpet extractor	
20" Swing machine	
Back pack vacuums	
Up Right vacuums	
Wet-Dry vacuum	
Snail floor fan	
Trash gondola	
Custodial cleaning carts	
Misc.: ladders and hand carts	
Hand tool bag or tool box for minor repairs	
Snow blower: Self-propelled or push	
Salt Spreader	
Mop buckets with wringers	
MIDDLE SCHOOL BASIC CUSTODIAL EQUIPMENT	
Ride-on Auto scrubber	
Walk behind auto scrubber	
Carpet extractor	
20" Swing Machine	
Back pack vacuums	
Up Right vacuums	
Wet-Dry vacuum	
Snail floor fan	
Trash gondolas	
Custodial cleaning carts	
Misc.: ladders and hand carts	
Hand tool bag or tool box for minor repairs	
Snow blower: Self-propelled and push	
Salt Spreader	
Man lift	
Mop buckets with wringers	

IAE BASIC CUSTODIAL EQUIPMENT	
Walk behind auto scrubber	
Carpet extractor	
20" Swing machine	
Back pack vacuums	
Up Right vacuums	
Wet-Dry vacuum	
Snail floor fan	
Trash gondolas	
Custodial cleaning carts	
Misc.: ladders and hand carts	
Hand tool bag or tool box for minor repairs	
Snow blower: Self-propelled or push	
Salt Spreader	
Mop buckets with wringers	
HIGH SCHOOL BASIC CUSTODIAL EQUIPMENT	
Ride-on Auto scrubber	
Walk behind auto scrubber	
Carpet extractor	
20" Swing Machine	
Back pack vacuums	
Up Right vacuums	
Wet-Dry vacuum	
Snail floor fan	
Trash gondolas	
Custodial cleaning carts	
Misc.: ladders and hand carts	
Hand tool bag or tool box for minor repairs	
Snow blower: Self-propelled and push	
Salt Spreader	
Man lift	
Mop buckets with wringers	

SPECIALITY/SPARE EQUIPMENT; STORED AT RANKIN
27" Propane burnishers
Propane power strippers
Orbot scrubber
Down draft fans
Snail floor fans
Doddle Scrubs
Square scrubber
Commercial Dehumidifiers
Walk behind auto scrubbers
Carpet extractors
Electric power washers
Up right vacuums
Back pack vacuums
Swing machines
Electric burnishers
<p>**** A COMPLETE DETAILS EQUIPMENT LIST WILL BE PROVIDED TO VENDOR PRIOR TO START OF THE CONTRACT ****</p> <p>**** ALL GROUNDS EQUIPMENT PROVIDED TO ACCOMPLISH TASK *****</p>

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT D-2

Custodial Product Order Form

[illegible]

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT E

CUSTODIAL, GROUNDS AND WAREHOUSE SERVICES CONTRACT

This **CUSTODIAL, GROUNDS AND WAREHOUSE SERVICES CONTRACT** (the "Contract") is entered into as of this 1st day of July, 2019 (the "Effective Date") by and between **TROY SCHOOL DISTRICT**, a Michigan general powers school district, whose address is 4400 Livernois Road, Troy, Michigan 48098 (the "School District") and [**NAME OF CONTRACTOR**], a _____, whose address is _____, Michigan _____ (the "Contractor"). The School District and Contractor may each be referred to herein as a "Party" and collectively as the "Parties."

Recitals

A. The School District issued a Request for Proposals for Custodial, Grounds and Warehouse Services dated March 21, 2019, [as amended by the Clarifications and Addendum issued March __, 2019] (collectively the "RFP"), the purpose of which was to solicit proposals from qualified entities with the ability to deliver a turnkey solution to provide the cleaning, custodial grounds maintenance and warehouse services for the School District's Facilities as set forth in this Contract, as well as the provision of supplies, equipment and other services requested by the School District.

B. In response to the RFP, the Contractor submitted to the School District a Proposal dated April 4, 2019 (the "Proposal") to provide all services contemplated by the RFP.

C. Pursuant to the terms of the RFP, the Contract is required to enter into a written contract in accordance with the School District's written acceptance of its Proposal.

D. The Parties agree that certain terms, conditions and provisions of the RFP and the Proposal must be further clarified and that certain additional terms and conditions need to be expressly set forth by way of this Contract.

NOW THEREFORE, in consideration of the foregoing and the mutual covenants set forth herein, the Parties agree as follows:

I. RESTATEMENT CONSTITUTES THE CONTRACT

A. **Incorporation by Reference.** The object of this Contract is to formalize in one document the complete agreement between the Parties, and to do so by specifically incorporating by reference into this Contract, the RFP, all Addenda to the RFP, the Proposal and other related documents, and by including certain additional necessary or appropriate Contract terms, particularly where the Contract terms agreed to by the Parties during the RFP negotiation process do not correspond with the RFP and/or the Proposal.

B. **Order of Precedence.** The Contract Documents, which are all incorporated herein by reference, include the following:

1. This Contract, including all Attachments hereto;
2. The Contractor's Pricing Form(s);

3. The RFP; and
4. Contractor's Proposal.

To the extent that the terms and conditions of the Contract Documents are in conflict, the terms and conditions shall be interpreted in the above-referenced order from 1 to 4. However, the Parties also agree that where there is not a conflict between any of the terms and conditions contained in the above-referenced Contract Documents, all of the Contract Documents shall be binding upon both Parties, except to the extent the exceptions contained in the Contractor's Proposal are not expressly accepted by the School District in writing and incorporated into this Contract.

II. CONTRACT DURATION AND TERMINATION

- A. **Initial Term.** The term of this Contract shall be for a period of three (3) years, commencing July 1, 2019 and ending June 30, 2022 (the "Initial Term").
- B. **Renewal Term(s).** The School District shall have the option to extend this Contract by up to three (3) additional years on a year-to-year basis, subject to the written approval of the School District, in its sole and absolute discretion (each a "Renewal Term"). Nothing in this Contract requires the School District to exercise its option for a Renewal Term and Contractor has no expectation of a contract beyond the Initial Term, or a Renewal Term if any are exercised.
- C. **Termination for Cause by the School District.** In the event that Contract fails, at any time, to comply with, fully perform and strictly adhere to any covenant, condition or representation contained in this Contract and the other Contract Documents, whether it be performed by the Contractor, its agent or employees, the School District shall have the right to provide written notice to Contractor of such failure. If such failure is not cured to the School District's satisfaction within ten (10) days from the time of receipt of such notice, the School District shall have the right to terminate this Contract immediately without the requirement of a further written notice. Furthermore, in addition to the rights of the School District under Section III.E., if the School District must regularly requires that the Contractor sure breaches of this Contract, such circumstances shall be grounds for termination of this Contract for cause, even if each breach on its own would not be material. Notwithstanding the foregoing, if any actions or inactions of the Contractor, its agent or employees, poses a serious or imminent i) threat to the health and safety of any person, or ii) loss to any real or tangible property of the School District, the School District may terminate this Contract immediately if such default is not cured by Contractor within twenty-four (24) hours of Contractor's receipt of written notice of such default. Furthermore, if Contractor becomes insolvent, or seeks protection of any bankruptcy court, the School District may immediately terminate this Contract.

- D. **Termination for Cause by Contractor.** In the event the School District fails to remit payment of undisputed amounts set forth in the invoices of Contractor in accordance with Section V below, and fails to cure such failure within forty-five (45) days of the date of School District's receipt of written notice indicating such failure, the Contract shall have the right to terminate the Contract, in whole or in part, upon thirty (30) days written notice to the School District.
- E. **Termination for Convenience.** Notwithstanding Section II.C above, the School District, on at least six (6) months advance written notice to the Contractor, may terminate this Contract, or any portion thereof, for any reason, including convenience, without incurring any penalty, expense or liability to the Contractor except the obligation to pay for Services actually performed under the Contract prior to the effective date of the termination.
- F. **Effect of Termination.** If this Contract is terminated in accordance with any of the provisions contained herein, all rights of the Contract under this Contract shall cease. Regardless of the basis for termination, the School District shall neither be liable to, nor obligated to pay, the Contractor for any incidental or consequential damages or lost profits, or costs incurred for Services not actually performed.

III. SCOPE OF SERVICES

The Contractor shall perform the Custodial Services, Grounds Services and Warehouse Services (all as defined herein and collectively referred to herein as the "Services") for those School District facilities set forth in Attachment A (each a "Facility" and collectively the "Facilities"). The Services provided by Contractor for the Facilities shall include the full scope and manner of Services as set forth in the RFP and this Contract, including the responsibility of the Contractor to provide all labor necessary to fully perform the Services at the Facilities.

- A. **Scope of Custodial Services.** The Contractor shall manage and provide the Custodial Services as described in the RFP and this Contract for the Facilities listed in Attachment A. The Custodial Services include the manner, scope and frequency of duties/tasks set forth in Attachment B of this Contract, including those duties/tasks that may not be specifically described in this Contract, but are necessary to perform the Custodial Services (the "Custodial Services").
- B. **Scope of Grounds Services.** The Contractor shall manage and provide the Grounds Services as described in the RFP and this Contract for the Facilities listed in Attachment A. The Grounds Services include the manner, scope and frequency of duties set forth in Attachment C of this Contract, including those duties/tasks that may not be specifically described in this Contract, but are necessary to perform the Grounds Services (the "Grounds Services").

- C. **Scope of Warehouse Services.** The Contractor shall manage and provide the Warehouse Services as described in the RFP and this Contract for the Facilities listed in Attachment A. The Warehouse Services include the manner, scope and frequency of duties set forth in Attachment D of this Contract, including those duties/tasks that may not be specifically described in this Contract, but are necessary to perform the Grounds Services (the "Warehouse Services").
- D. **Standards of Services.** The Contractor shall perform all Services in a professional and workmanlike manner, utilizing properly trained and licensed (when legally required) personnel in accordance with the terms and conditions of this Contract. The Contractor shall re-perform any Services, at no additional cost or expense to the School District, that do not meet the quality standards of the School District or terms and conditions of this Contract. The Contractor expressly acknowledges that the Contractor's failure to perform the Services and maintain the quality, cleanliness and operational standards of the School District and this Contract, including Attachments hereto, shall be grounds for a deduction in the Contract Price and termination of part or all of this entire Contract by the School District. It is expected that Contractor personnel are scheduled to ensure all Facilities are open and operational each day, and Contractor has assigned its personnel to provide adequate coverage and perform all required Services at all Facilities each day in accordance with this Contract, even if the School District has a "calamity" day.
- E. **Services During Scheduled Breaks and Summer Vacation.** The performance of Services during the School District's scheduled breaks and summer vacation is required under this Contract and must be coordinated with the School District Liaison. The Contractor's schedule and duties must be developed with the goal of minimizing interference with any scheduled instructional or extra-curricular activities, or with contracted work being performed by others. The Contractor may utilize "team cleaning" only during any scheduled breaks and the summer vacation to address the School District's Facility usage and energy conservation initiatives, provided the School District Liaison is notified in advance and the team cleaning does not render a Facility without coverage unless agreed to in writing by the School district liaison. In any event, the Contractor shall not modify or reduce its staffing plan, scheduled coverage hours and/or levels of service unless otherwise consented to by the School District in writing.
- F. **Snow Removal Services.** For those Facilities listed in Attachment A the Contractor shall be responsible for all routine snow and ice removal from, and application of salt/ice melt to, all parking lots, driveways, sidewalks adjacent to, and entrances of the Facilities and for those other areas listed/identified in Attachment C. The Contractor agrees that if weather conditions require Contractor will ensure all necessary personnel are available to clear all snow and apply salt/ice melt prior to the start of school and also have personnel properly staffed for all regularly scheduled sifts throughout the day. When snow continues to fall, it is expected that Contractor personnel will re-clear the

designated areas as needed to assure maximum safety for visitors/users of the Facilities. The Contractor agrees that if the weather and snow fall requires the Contractor to provide Custodial or Grounds Services (e.g., snow removal and/or salt application) prior to the Contractor's normal scheduled services times, these services are not at an additional charge to the School District. All necessary salt/ice melt will be procured in accordance with Section VI.A. of this Contract.

G. Emergency Services. The Contractor agrees to respond to any emergency requests made necessary by rain, plumbing failure, mechanical failures, leaks, accidents or as otherwise requested by the School District; 24 hours per day, 7 days per week, 365 days per year. Any Services of this nature must be pre-approved by the School District Liaison or other designated administrator on-call. Any additional charges for these Services shall be in accordance with the Emergency Rate set forth in Section V.B. of this Contract. The Contractor will be expected to answer any after-hours security calls and to respond to "after-hours" issues at the Facilities. The Contractor response to "after hours" issues shall be at no charge to the School District. If such response is due to the acts or omissions of the Contractor or its employees or agents, there shall be no additional charges to the School District. Any invoice for these Services must include the Facility, date, area(s) affected, scope of work performed, hours expended by contract personnel, and name of person authorizing the work.

H. Holiday Services. Unless it is a School District-sponsored event, the Contractor is not required to provide Services on the holidays listed below; however, Contractor employees and work crews must be scheduled in such a way as to ensure that all Facilities are clean and ready to open the next business day. If work is requested by the School District Liaison for an observed holiday listed below, the Contractor may charge the School District for these Services at the Holiday Rate provided in Section V.B. of this Contract. Except for those holidays listed below, the Contractor will be required to provide the Services in all School District Facilities during all break periods at no additional charge. The observed holidays are as follows:

New Year's Day	Good Friday	Memorial Day
Independence Day	Labor Day	Thanksgiving Day
Christmas Day		

I. Weekend Services. The Contract Price includes all Custodial Services for Monday through Saturday coverage at each High School Facility and Monday through Friday coverage at all other Facilities. In addition to the Contractor's normally scheduled coverage at each High School Facility, the Contractor will be required to provide additional on Saturdays and/or Sundays, potentially on very short notice at all Facilities. The School District will endeavor to provide

the Contractor with as much advanced notice as possible to ensure all activities and events are covered. Due to the routine usage of the High School Facilities on the weekends 1 FTE is scheduled every Saturday as part of current staffing to cover routine activities at Athens & Troy High Schools. All activities requiring more than 1 FTE will be identified and requested through Operations Procedures for staffing (school sponsored activities are to be covered as part of contract pricing, non-school sponsored activities will be billable at the appropriate rate) Appendix A provides sample activity schedules.

IV. CONTRACTOR PERSONNEL

A. Management Personnel. The Contractor shall provide all personnel necessary for the efficient management of the Services, which shall consist, at a minimum, of one (1) full-time School District dedicated on-site manager (the "Contractor Manager"). The Contractor Manager will act as the Contractor's main point of contact and representative for Contractor's day-to-day performance of the Services, and will interact directly with School District Liaison on a daily basis regarding the performance of the Services. The Contractor shall provide the School District Liaison with a list of all Management Personnel, including the number for the Contractor-provided cellular telephone where Management Personnel may be reached at all times. The Contractor Manager will be the individual called from the School District's security phone. Once assigned to work under the Contract, the Contractor must provide written notification to the School District Liaison if the Contractor Manager is replaced or removed from working under this Contract by the Contractor. The Contractor Manager will be required to answer each call from the School District Liaison within thirty (30) minutes of the time the call is placed and failure to answer the call within said thirty (30) minutes will be considered non-compliance and will be subject to a Deduction under Section XIII of this Contract. Furthermore, the Contractor Manager must:

1. Be authorized by the Contractor to act as the Contractor's agent in all communications with the School District Liaison.
2. Have full authority from the Contractor to schedule working hours, Facility staff assignments and cleaning/custodial, grounds and warehouse procedures.
3. Be able to inspect Facilities at times other than during normal working hours as necessary, and must respond to security calls for doors not being secured, etc.

B. Service Personnel. It is the Contractor's responsibility to maintain the standard of cleanliness, appearance and operational functions of the Facilities specified in this Contract. Accordingly, it is the responsibility of the Contractor to provide sufficient personnel in the amounts set forth in Contractor's Pricing Form and Staffing Plan, including substitute employees, who are properly trained and licensed (when legally required) to ensure that the

requirements and standards are met and that each Facility is effectively cleaned, maintained and operational on a daily basis in accordance with the terms and conditions of this Contract. The Contractor shall provide all employees (both regular and substitute personnel) and agents its deems necessary for the efficient provision of the Services; provided that the quantity of Contractor personnel shall at all times be, at a minimum, equal to the amount of personnel set forth in Contractor's Pricing Form, and further provided that the following coverage parameters are maintained at all times:

1. The Services shall be provided twelve (12) months each year at all Facilities.
2. Each Facility has coverage with a Day Lead and Afternoon Lead Custodian.
3. All Contractor employees and agents are staffed so that all Facilities are staffed to perform all Services and accommodate all daily weekday and weekend coverage without delay or obstruction in accordance with the Contractor's Staffing Plan attached hereto and incorporated herein by reference as **Attachment G**, provided that, at a minimum, each Facility has coverage during the times listed in **Attachment A**, unless the Contractor receives the prior written consent of the School District Liaison.
4. All Facilities used for daily, after-school or weekend activities or events (including all curricular, extra-curricular, athletic and rental/outside activities and events) are cleaned and prepared, and activities or events are set-up and broken down, at or before the scheduled times identified by the School District.
5. All necessary efforts are made to ensure that the routine cleaning of, or performance of Services for, the Facilities do not interfere with any scheduled activity/event in a Facility.
6. All Facilities are cleaned, prepared and operational prior to the beginning of each school day.
7. All Summer Cleaning tasks/duties are performed, and during the Summer months, the Contractor agrees to modify its coverage schedules for certain Facilities in order to cooperate with the School District's energy conservation policies and practices, under which certain facilities re open for limited hours, or closed, during portions of the Summer months.

C. Compensation of Contractor Personnel. The Contractor shall be responsible for all salaries, wages, benefits (including health/medical insurance), payroll and other taxes, fees, and other charges or insurance required by any federal, state and local law, statute or regulation (including, but not limited to, unemployment taxes, Social Security contributions, worker's compensation premiums and all similar taxes and payments), attributable to each Contractor employee or agent. However, the Contract Price does not include and the Contractor may assess an amount up to the wage and health benefits surcharges set forth below and in **Attachment F**, attached hereto and incorporated herein

by reference, to the School District during the Initial Term and any Renewal Term of the Contract as follows:

1. For those individuals who were employed by the School District during the 2008-2009 school year and who applied for employment with the School District's previous custodial service provider on or before June 15, 2009 and who were hired by the previous custodial service provider to perform the custodial, grounds or warehouse services to the School District, without any separation of service, and then who applied for employment with the Contractor to perform the Services under this Contract, and have continued employment with the Contractor and assigned to the School District without any separation of service, the Contractor may assess: (i) the Health Benefits Surcharge set forth in Attachment F, and (ii) an hourly wage surcharge to account for the difference between Contractor's base rate and the Contractor employee's actual rate. The wage surcharge per Contractor employee shall be expressly set forth in Contractor's monthly invoice and the Contractor shall provide the School District with sufficient back-up documentation to support the wage surcharges upon request.
2. For those individuals who were previously performing custodial, grounds or warehouse services for the School District through the previous custodial service provider during the 2018-2019 school year and who applied for employment with the Contractor on or before June 15, 2019 and who were hired by the Contractor to perform the Services under this Contract, and have continued employment with the Contractor and assigned to the School District, without any separation of service, the Contractor may assess an hourly wage surcharge to account for the difference between Contractor's base rate and the Contractor employee's actual rate. The wage surcharge per Contractor employee shall be expressly set forth in Contractor's monthly invoice and the Contractor shall provide the School District with sufficient back-up documentation to support the wage surcharges upon request.

The Contractor shall provide the School District with sufficient documentation, as reasonably requested by the School District, to document and evidence the basis for the assessment of any of the aforementioned surcharges. Moreover, as these surcharges are not-to-exceed amounts, if the Contractor pays its employees in any of the above assessment categories less than the allowable surcharge, the Contractor may only assess the School District the actual amount incurred.

- D. Scheduling and General Coverage of Services.** The Contractor shall perform the Services set forth in the Contract Documents during the coverage hours set forth herein or as otherwise approved by the School District Liaison in writing. The Contractor shall not modify the coverage hours detailed in Section IV.B.3.

for the Services without the prior, written consent of the School District Liaison. The Contractor shall schedule, assign duties for, and make appropriate Facility assignments for its employees and agents to promote flexibility in the cleaning and maintenance functions and performance of the Services, and to ensure the unimpeded delivery of the instructional and extra-curricular programs and general operations of the School District. Furthermore, the Contractor's schedules and assignment of responsibilities and duties shall be structured in a manner which allows the same to be shifted (flexed) to accommodate the daily changing needs of the School District Facilities. The Contractor shall provide an organization chart showing lines of communication, as well as copies of the Facility assignments to the School District Liaison so that the School District's administration, staff and personnel may be adequately informed of the schedules and assignments for both operational and safety purposes. IF any Contractor employee Facility assignments and/or duties are modified by the Contractor, the Contractor shall immediately inform the School District Liaison via electronic mail, and the Contractor shall provide copies of the updated organizational chart, work schedules, duties and/or Facility assignments to the School District Liaison within three (3) business days of such modification.

- E. Substitute Scheduling.** It is expected that the Contractor will provide coverage to perform all Services in accordance with the terms and conditions of this Contract. Accordingly, the Contractor must maintain a pool of trained, licensed (where legally required) and qualified substitutes with the required fingerprinting and criminal background checks, available on short notice, to ensure that the Facilities are adequately staffed by Contractor in order to perform the Services without any lases in coverage. For example, if the absence of a Contractor employee or agent renders a Facility or designated shift without coverage, the Contractor must provide substitute coverage to accommodate the lapse in coverage created by such absence. The Contractor shall be responsible for all costs and expenses (including compensation) for all substitute employees or personnel required by the Contractor to perform the services as part of the Contract Price. For safety purposes, the Contractor is required to promptly inform the respective Facility administrator and the School District Liaison via electronic mail when there will be a change of Contractor employees due to absenteeism. If the Contractor Manager is unavailable under the Contract for a substantial period of time (i.e., more than three (3) consecutive work days), the Contractor shall immediately inform the School District Liaison of the absence and how the Contractor will ensure completion of the respective duties and work.
- F. Certified Pool Operator Position.** As required by law, the Contractor must provide at least one (1) employee during each evening shift at each Facility with a pool who is trained and certified as a Certified Pool Operator ("CPO") and who is capable of emergency shutdown, pool deck and locker room cleaning, water testing/balancing and record keeping for swimming pools at the Facilities. A single CPO for the second shift and weekends may be assigned,

provided they are available and capable to respond to the pool in the School District for routine and emergency procedures. The Contractor agrees to follow all applicable state and county laws, rules and regulations regarding the oversight of swimming pools, including the completion of all necessary forms and providing copies of the necessary forms to the School District Liaison. The Contractor shall be responsible to provide CPO training for the individuals designated with this responsibility. Copies of the required certification shall be provided to the School District.

V. PRICING AND PAYMENT TERMS

- A. Contract Price.** The Contractor shall perform all Services for the annual sum as set forth on Contractor's Pricing Form ("Contract Price"), attached hereto and incorporated herein by reference as **Attachment F** (the "Pricing Form"). The Contract Price includes all costs and expenses for the Services for Monday through Saturday coverage at the High School Facility and Monday through Friday coverage at all other Facilities, and Weekend Services for School District-sponsored events. The Contract Price shall remain firm for each year of the Initial Term and shall not be increased.

- B. Additional Services.** If the Contractor is requested by the School District to perform any Emergency Services (*see* Section III.G.), Holiday Services (*see* Section III.H.), Weekend Services for non-School District sponsored events (*see* Section III.I.) or any other services which are outside the scope of the Services set forth in this Contract (collectively the "Additional Services"), the Contractor must receive prior written approval from the School District Liaison before rendering or invoicing for such Additional Services. Any Additional Services which are not specifically addressed in this Contract shall be charged at the respective rate set forth below, or based upon a mutually negotiated price agreed upon in writing prior to the commencement of such Additional Services. If the School District requests, in writing, that the Contractor perform Additional Services, the Contractor may charge the School District at the rates set forth in **Attachment F**.

- C. Invoicing.** The Contractor shall invoice the School District as follows:
 - 1. Contract Price Invoicing.** Contractor shall invoice the School District for the Contract Price in twelve (12) equal monthly installments on a once-per-month basis for all Services rendered under the Contract and the invoice shall be itemized on a Facility-by-Facility basis. Invoices shall itemize charges for labor, equipment and supplies and any additional charges, if applicable, for each Facility. Health Benefits will be negotiated as part of this contract and subsequent invoices will be submitted as a pass through cost to the School District.

2. Invoices shall be submitted electronically to the Troy School District Operations Department, 1140 Rankin Dr, Troy MI 48083 Attn: Rob Carson.
 3. **Additional Services Charges.** Invoices for approved Additional Services shall include the date and times the Additional Services were completed, the name of the Facility, the type of Additional Services performed and the number of hours (or $\frac{1}{4}$ hour fraction thereof) worked. Invoices for Additional Services shall be separate from the Contract Price invoice, but shall be sent to the School District together with the Contract Price invoice. Charges for these Additional Services shall be in accordance with rates set forth above.
- D. Payments.** Payment of undisputed amounts in each invoice shall be made within thirty (30) days of receipt of the invoice. The School District will issue one (1) payment per month. Disputes regarding amounts contained in any invoice will be communicated to the Contractor Manager by the School District Liaison, in writing, within ten (10) days of the receipt of the disputed invoice. Payments of disputed amounts will be delayed unless Contractor is able to resolve the matter to the School District's satisfaction within ten (10) business days prior to payment due date. The School District will not be assessed any late payment penalties, fines or charges for disputed amounts not timely paid due to Contractor's failure to timely resolve the matter as set forth above.
- E. Rate Adjustment.** Adjustments to the Contract Price for the Services or rates for the Additional Services for any Renewal Term(s) will be effective July 1 of that contract year. The rates for the first Renewal Term, if exercised by the School District, shall be determined by adjusting the rates for year three of the Initial Term by the lesser of: i) the percentage increase or decrease, if any, between the index number, as established by the Consumer Price Index, All Items, for the Detroit Metropolitan Area, published by the United States Department of Labor, Bureau of Labor Statistics for the prior calendar year; or ii) three percent (3%). The rates for any subsequent Renewal Term(s) or extensions of the Contract shall be determined by the above formula. Rates may not otherwise be modified unless upon the mutual written agreement of the Parties.
- F. Rate Reductions.** If the School District reduced the level of Services by more than 5,000 square feet, the Contract Price will be reduced proportionately (on an FTE equivalent basis or other pro-rata basis mutually agreed to by both Parties in writing) to account for aspects of the reduced level of Services. Furthermore, the School District reserves the right to reduce the frequency or scope of the Services. Such reductions shall be agreed upon by both Parties in writing.

- G. Rates for Alteration of School District's Facilities.** In accordance with Contractor's Pricing Form, the amount of \$1.08 per square foot will be utilized to develop the increase or decrease in the Contract Price to account for the modified scope of Facilities and Services required by the School District. The Parties agree to negotiate in good faith to develop a mutually agreeable increase or decrease to the Contract Price when the number of Facilities is modified.
- H. Services and Pricing Audits.** The Contractor acknowledges and agrees that the Contract Price and scope of Services are based upon the Contractor's representations to the School District that Contractor personnel will be staffed in accordance with Attachment G and all Contractor personnel will be paid by Contractor at the level of wages set forth in Attachment G. The Contractor further acknowledges and agrees that these staffing and wage components of Contractor's Proposal, as clarified during the RFP process, were material components of the School District's engagement of the Contractor and the School District's initiatives to ensure the Contractor's Services have a positive impact on the School District's educational and Facility operations. In order to ensure that the Contractor maintains compliance with these staffing and wage components, the Contractor shall submit to the School District with each regular monthly invoice, and as otherwise requested by the School District, a copy of all payrolls, accompanied by a signed & notarized "Statement of Compliance," indicating that the payrolls are correct and complete and that each Contractor personnel has failed to comply with these staffing and wage components of this Contract, the Contractor shall promptly reimburse the School District the difference between the actual wage and the designated wage (as weighted to include all charges for taxes and benefits, etc.) for all Services performed, or credit or reimburse the School District for Services (shifts) not performed.

VI. SUPPLIES AND EQUIPMENT

- A. Consumable Supplies.** The School District will be responsible for the procurement of any Consumable Supplies reasonably necessary for the performance of the Services (e.g., paper towel, toilet paper, trash liners, soap, sanitary products, tissue, air fresheners, salt/ice melt, athletic field supplies or related grounds supplies) (the "Consumable Supplies"). The Contractor shall advise, and timely notify, the School District of the required quantities of Consumable Supplies so that such supplies and materials are procured in a timely manner. The School District utilizes internal ordering/request procedures and the Contractor will be expected to work in conjunction with the School District so that all approved orders for Consumable Supplies are placed according to those procedures. The Contractor shall be responsible to manage the inventory and shall submit to the School District a monthly report detailing all consumption of Consumable Supplies (including type and quantity of each Consumable Supply for each School District Facility). The Contractor will be required to only use products approved by the School District Liaison. If the

Contractor requests any product deviation from School District-approved supplies, the Contractor must prove to the School District Liaison that the alternate supply meets or exceeds the School District's current specifications. Prior to any such changes in supplies, the Contractor must receive approval in advance and in writing from the School District Liaison. The Contractor will be required to keep an adequate inventory of Consumable Supplies at each Facility.

- B. Cleaning Supplies.** The School District will be responsible for the procurement of any Cleaning Supplies reasonably necessary for the performance of the Services (e.g., mops buckets, brooms, brushes, dusters, pads, chemicals and solutions) (the "Cleaning Supplies"). The Contractor shall advise, and timely notify, the School District of the required quantities of Cleaning Supplies so that such supplies and materials are procured in a timely manner. . The School District utilizes internal ordering/request procedures and the Contractor will be expected to work in conjunction with the School District so that all approved orders for Consumable Supplies are placed according to those procedures. The Contractor shall be responsible to manage the inventory and shall submit to the School District a monthly report detailing all consumption of Consumable Supplies (including type and quantity of each Consumable Supply for each School District Facility). The Contractor will be required to only use products approved by the School District Liaison. If the Contractor requests any product deviation from School District-approved supplies, the Contractor must prove to the School District Liaison that the alternate supply meets or exceeds the School District's current specifications. Prior to any such changes in supplies, the Contractor must receive approval in advance and in writing from the School District Liaison. The Contractor will be required to keep an adequate inventory of Cleaning Supplies at each Facility.

- C. Warehouse Vehicle.** The Contractor may utilize the School District's Cube Truck currently designated for this function (the "Truck") to perform the Warehouse Services only, provided however, the School District shall be responsible for all fuel to operate the Truck. Title to the Truck shall remain with the School District. The Contractor shall only use the Truck and School District provided fuel to provide the Warehouse Services for the School District. The Contractor will be required to repair or replace the Truck due to damage, loss or theft by Contractor employees or by misuse, at Contractor's sole cost and expense. The Contractor shall be responsible for routine vehicle inspections of the Truck. The Contractor shall be liable of any misuse or injury caused by the operation of the Truck.

- D. Equipment.** It is the intent of this RFP that the Contractor may use the School District's inventory of equipment and small hand tools to perform the Services. Additionally, the School District maintains a computer at each Facility which is utilized for the work-order systems and communication regarding Facility

reservations, for example. The inventory of School District-owned Equipment as of the issuance of this RFP is set forth on ATTACHMENT E (the "Equipment"). All general and customary maintenance of the Equipment will be the responsibility of the Contractor; all repairs of the Equipment will be the responsibility of the School District; however, the Contractor shall be responsible for the cost of repairing the Equipment, if said repairs are caused by misuse, damage, or from a lack of general and customary maintenance and will be at its sole cost and expense, utilizing the School District's qualified and authorized service vendor and manufacturer approved replacement parts. All repair and maintenance of the Equipment shall be completed in a commercially reasonable time, not to exceed seven (7) days (when at all possible), to ensure all Equipment is in working order and available to perform the Services. The inventory of Equipment shall be updated as of the effective date of the Contract by the School District and annually thereafter, by the Contractor and submitted to the School District for approval. If the Contractor desires to purchase equipment and/or tools in addition to the Equipment, the Contractor may do so at its sole cost and expense. Said additional equipment and/or tools shall remain the property of the Contractor and Contractor shall maintain and repair said equipment at its sole cost and expense.

VII. COMPLIANCE WITH LAWS AND SCHOOL DISTRICT POLICIES

- A. Compliance with Laws.** While performing the Services or while in or on the Facilities, the Contractor and its employees and agents shall comply with all applicable federal, state and local laws, rules, regulations and ordinances, including all licensing and permitting requirements applicable to providing the Services required under this Contract, including, but not limited to, pesticide applicator license, pool operator's license, drivers' licenses and boiler operator licenses, etc. The Contractor, including all employees and agents, shall perform all Services in accordance with all applicable State and local licensing laws including, but not limited to: the Electrical Administrative Act, PA 217 of 1956, as amended; the Forbes Mechanical Contractors Act, PA 192 of 1984, as amended; the State Plumbing Act, PA 733 of 2002; the Boiler Act, PA 290 of 1965, as amended; and the Elevator Safety Act, PA 227 of 1967. The School District shall use its best efforts, as reasonably requested by the Contractor, to assist the Contractor to comply with any and all applicable federal, state or local laws, rules, regulations and ordinances. The Contractor represents and warrants to the School District that it shall at all times be in compliance with any and all applicable federal, state and local laws, rules, ordinances, policies and regulations and licensing and permitting requirements, applicable to providing the Services. The Contractor shall indemnify, defend and hold the School District harmless from any liability arising from Contractor's failure to so comply.
- B. Compliance with School District Policies.** While performing the Services or while in or on the Facilities, the Contractor, its employees and agents shall be

responsible for knowing and shall be subject to, and adhere to, all the rules, regulations, policies and procedures of the School District. These include, but are not limited to, all policies and procedures of the School District. These include, but are not limited to, all policies concerning the use of the Facilities and appropriate behavior of persons in the Facilities, such as the prohibitions of sexual harassment or the use or possession of tobacco or alcohol.

- C. Fingerprinting and Criminal Background Checks.** The Contractor acknowledges and agrees that in accordance with Michigan Public Act 84 of 2006, as amended, the Contractor shall be required to have all on-site personnel such as managers, clerical staff, custodial/cleaning staff (including substitutes), grounds and snow removal personnel, as well as any and all of its agents, employees or representatives who will regularly and continuously be on any School District premises to carry out the Services contemplated by the Contract Documents, fingerprinted and subjected to criminal history and background checks through the Michigan State Police and Federal Bureau of Investigation, as detailed in Public Act 84 of 2006, as amended, prior to commencing any work under this Contract. These criminal background checks must be completed through the School District by having all applicable Contractor personnel provide written notification to the School District that said individual has previously completed fingerprinting and a criminal history and background check as a Contractor employee or agent in connection with contracting or working for another Michigan school (each an "Agency") and indicating that the individual consents to the sharing or transferring of the appropriate fingerprinting and criminal history background report from the other Agency. If such transfer is not permissible under applicable law, the Contractor acknowledges and agrees that the Contractor personnel will be required to undergo the full fingerprinting and background check process. If Contractor wishes to receive a copy of any report that may be provided to the Contractor under applicable law, it shall have the Contractor employee provide written consent to the School District acknowledging its consent to provide Contractor with a copy of the report at the time fingerprinting and background checks are initiated. Additionally, unless notified it is not subject to Michigan Public Act 84 of 2006, as amended, the Contractor represents and warrants to the School District that it will at all times during the Initial Term or any Renewal Term of this Contract be in compliance with the provisions of Michigan Public Act 84 of 2006, as amended, including, but not limited to, requiring all its personnel to report to the School District within three (3) business days of when any of its agents employees or representatives who will regularly and continuously be on the School District's premises to carry out the Services contemplated by the Contract Documents, is/are charged with a crime listed in Section 1535a(1) or 1539b(1) of the Revised School Code, being MCL 380.1535a(1) and 380.1539b(1), or a substantially similar law, and to immediately report to the School District if that person is subsequently convicted, plead guilty or plead no contest to that crime. The Contractor shall indemnify, defend and hold the School District, its employees, Board of Education, and each member thereof, agents and consultants, harmless from

and against any and all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, including actual attorneys' fees and actual expert witness fees, arising out of or in connection with any violation of, or the Contractor's (or its employees' or agents') failure to comply with, the requirements of Michigan Public Act 84 of 2006, as amended, or this paragraph. The Contractor shall be responsible for all costs and expenses associated with the above-required fingerprinting and background checks. The Contractor shall supply all necessary data and information, as requested by the School District, to enable the School District to properly submit Contractor and its employees and agents for inclusion in the State of Michigan Department of Education's list of "registered educational personnel." The Contractor acknowledge and agrees that all background checks must be completed through the School District and the School District will not accept any background checks conducted through the Contractor.

- D. OSHA Compliance.** All Services to be furnished by the Contractor and the Contractor's working conditions and employment practices shall comply with all applicable state and federal requirements, including, but not limited to, the Federal and State Occupational Safety and Health Acts. If the School District or Contractor are fined for any such violations, the Contractor shall be liable for all costs and expenses associated with responding to, or paying, any such non-compliance issues or fines.
- E. Nondiscrimination in Employment.** The Contractor shall comply with all Federal and State laws pertaining to Equal Employment Opportunity and Affirmative Action requirements and all subsequent amendments thereto and applicable orders.

VIII. INSURANCE, INDEMNIFICATION AND DAMAGE TO PROPERTY

- A. Insurance Requirements.** The Contractor shall maintain the following insurance in force at all times during the Initial Term, and any Renewal Term(s), of the Contract, with an "A" rated Best insurance carrier acceptable to the School District. The Contractor shall not commence any Services under the Contract until the Contractor has obtained all insurances stated in these requirements, all insurances have been reviewed and approved by the School District and the Certificates of Insurance have been provided to the School District. All policies must be endorsed to require the insurance carrier to notify the School District and the Contractor at least thirty (30) days prior to the expiration, termination or material change of such insurance coverage. The School District shall be named as additional insured for the minimum limits listed below and these coverages and limits are to be considered minimum requirements under this Contract and shall in no way limit the liability or obligations of the Contractor under any other provision of this Contract.

<u>Policy Type</u>	<u>Minimum Limits</u>
Worker's Compensation	Statutory
Commercial General Liability*	
Bodily Injury	\$1,000,000 each person \$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence
Products – Comp/Op Agg.	\$1,000,000 each occurrence
Commercial Automobile Liability	
Bodily Injury	\$1,000,000 each person \$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence
Excess Umbrella Liability	\$5,000,000 each occurrence
Employer's Liability	\$1,000,000 each occurrence

*Note: Commercial General Liability to include: "Contractual Obligations" coverage and Negligent Hiring coverage

The Contract shall not commence any Services under this Contract until it has secured the aforementioned insurance coverages and provided the School District with the appropriate certificates of insurance evidencing the same.

- B. General Indemnification.** Contractor shall indemnify, defend and hold harmless the School District, its Board of Education, its Board Members, in their official and individual capacities, its administrators, employees, agents, contractors, successors and assignees, from and against any and all claims, counter claims, suits, debts, demands, actions, judgments, liens, costs, expenses, damages, and liabilities, including actual attorney's fees and actual expert witness fees arising out of or in connection with Contractor's performance of the Services pursuant to this Contract and/or from Contractor's violation of any of the terms of the Contract, including, but not limited to, (i) the negligent acts or willful misconduct of the Contractor, its officers, directors, employees, successors, assignees, contractors, subcontractors and agents; (ii) any breach of the terms of this Contract by the Contractor, its officers, directors, employees, successors, assignees, contractors, subcontractors and agents; (iii) any violation or breach of any applicable Federal, State or local law, rule, regulation, ordinance, policy and/or licensing and permitting requirements applicable to providing the Services; or (iv) any breach of any representation or warranty by the Contractor, its officers, directors, employees, successors, assignees, contractors and agents under this Contract. The Contractor shall notify the School District by certified mail, return receipt requested, immediately upon actual knowledge of any claim,

suit, action, or proceeding for which the School District may be entitled to indemnification under this Contract. This paragraph shall survive the expiration or earlier termination of this Contract.

- C. **Environmental Indemnification.** Throughout the Initial Term, or any Renewal Term of this Contract, Contractor shall not permit itself or any third party to use, generate, handle, store or dispose of any Hazardous Substances in, on, under, upon or affecting any School District property in violation of any applicable law or regulation. Without limiting any other provisions of the RFP, this Contract or the other Contract Documents, Contractor shall indemnify, defend and hold harmless the School District, its Board of Education, its Board Members in their official and individual capacities, administrators, employees, agents, contractors, successors and assignees, from and against all liabilities, claims, losses, costs and expenses (specifically including, without limitation, attorneys', engineers', consultants' and experts' fees, costs and expenses) arising from (i) any breach of any representation or warranty made in this paragraph and/or (ii) environmental conditions or noncompliance with any applicable law or regulation that result, in the case of Contractor, from operations or the Services in or about any School District property by Contractor or its agents or employees. As used herein, the term "Hazardous Substances" shall mean (i) any hazardous or regulated substance as defined by all federal, state and local environmental laws, including, but not limited to, Federal Water Pollution Control Act (33 U.S.C. §§ 1251 *et seq.*) ("Clean Water Act"), the Resource Conservation & Recovery Act (42 U.S.C. §§ 6901 *et seq.*) ("RCRA"), Safe Drinking Water Act (42 U.S.C. §§ 300f-j-26), Toxic Substances Control Act (15 U.S.C. §§ 2601 *et seq.*), Clean Air Act (42 U.S.C. §§ 7401 *et seq.*), the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. §§ 9601 *et seq.*) ("CERCLA"), the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 11001 *et seq.*) ("EPCRA"), the Michigan Natural Resources and Environmental Protection Act (MCL § 324.101 *et seq.*) the administrative rules and regulations promulgated under such statutes, or any other similar federal, state or local law or administrative rule or regulation of similar effect, each as amended and as in effect and as adopted as of the date of execution of this Contract,, (ii) any other pollutant, contaminant, hazardous substance, solid waste, hazardous material, radioactive substance, toxic substance, noxious substance, hazardous waste, particulate matter, airborne or otherwise, chemical waste, medical waste, crude oil or any fraction thereof, radioactive waste, petroleum or petroleum-derived substance or waste, asbestos, PCBs, radon gas, all forms of natural gas, or any hazardous or toxic constituent of any of the foregoing, whether such substance is in liquid, solid or gaseous form, or (iii) any such substance the release, discharge or spill of which requires activity to achieve compliance with applicable law. This paragraph shall survive the expiration or earlier termination of this Contract.

- D. Repairs to Property Damage.** Damage to any School District Facilities or properties caused by the Contractor, its agents or employees shall be repaired so that Facilities or properties are in as good condition as before entering into the Contract. All repairs shall be accomplished at no cost to the School District.

IX. FACILITIES ISSUES

- A. Facility Security.** Exterior doors and gates are to be unlocked and locked at the times specified by the School District Liaison. Contractor is responsible, to the extent set forth in this paragraph, for the security of each Facility during the cleaning and maintenance operations. Contractor shall secure each Facility at the end of each shift and set the alarm (secure all doors, turn off all but designated lights, turn off ceiling fans, and close all windows, secure equipment rooms and storage buildings). Office, classroom, storage buildings and other doors are to be unlocked or opened only during the time that cleaning is actually being done or those are in use by Contractor and all are to be re-locked as soon as the Services have been completed. For the safety of students and the public at large, storage buildings, maintenance equipment rooms and custodial closet doors are to be kept shut and locked when not in use. The School District shall provide Contractor with alarm codes for each Facility. A set of security codes for all Facilities shall be issued to the Contractor Manager. Alarm codes must not be traded between or shared among Contractor employees and agents. Previously assigned alarm codes must not be forwarded by Contractor to new employees. Notification to the School District Liaison shall be immediate with the reassignment or termination of any individual who has been assigned an alarm code. The Contractor shall respond to any night calls.
- B. Key and Key Fobs/Cards.** Keys and key fobs/cards to the Facilities will be supplied by the School District to the Contractor Manager. All keys will be issued to, and must be signed out by, the Contractor's Manager. The School District will provide the Contractor Manager with appropriate keys for all Facilities. At no time shall Contractor or its employees or agents make copies of any keys or key fobs/cards issued by the School District; if additional keys or key fobs/cards are needed, the Contractor Manager must submit a request to the School District Liaison. There will be a \$50.00 charge for the replacement of any lost or stolen key or key fob/card per occurrence. Continual loss of keys will be deemed as failure to provide Management of School District Assets/Security. The School District reserves the right to inventory the keys and key fobs/cards issued to the Contractor at any time. All lost keys assigned to Contractor or to any of Contractor's employees or agents, (whether interior or exterior keys), must be reported, via email & then the School District's lost key report form, to the School District Liaison within 24 hours of discovery of the loss. If the School District must re-key any locks due to Contractor's breach of this provision, the cost will be deducted from the monthly payment. Contractor is prohibited from lending School District keys or key fobs/cards to

anyone. Contractor and its employees and agents are also prohibited from leaving key rings/fobs in janitor closets or from lying on carts or equipment, or otherwise out of their possession. Each instance of School District-observed noncompliance will result in non-compliance deduction of \$50. All keys assigned to Contractor Manager and/or Contractor employees or agents shall be returned to the School District Liaison when his/her services in the assigned Facility end. All keys shall be returned to the School District Liaison at the expiration or earlier termination of this Contract. Keys and key fobs/cards shall not be traded between Contractor employees or agents, nor forwarded to new employees; instead, the keys must be returned to the School District Liaison to be re-issued to the Contractor.

- C. **Manufacturer's Recommendations.** Contractor shall ensure that all applicable supplies, materials and equipment manufacturers' recommendations on cleaning and maintenance are followed. Some examples include wood floor care in gyms, new furniture cleaning, pool equipment and equipment maintenance, etc.
- D. **Energy Conservation.** Every effort shall be made to conserve energy whenever possible as Contractor is performing the Services. Only areas in use shall have lights on and doors and windows shall remain closed whenever the heating or cooling systems are operating. The Contractor shall not adjust or otherwise modify any School District energy/utility systems and shall ensure its employees and agents comply with the School District energy policies or directives.
- E. **Hazardous Substances – Pesticide Application.** The School District, pursuant to the Natural Resources and Environmental Protection Act, Michigan Public Act 451 of 1994, is subject to strict regulations relative to the application of any pesticides, herbicides or fertilizers on School District property, and persons are prohibited from doing so unless there is strict compliance with certain provisions of the PA 451 of 1994, as amended. The Contractor shall not spray, permit the spraying of, or use any pesticides, herbicides or fertilizers in, on or around School District property without the prior written consent of the School District Liaison.
- F. **School Closings.** Contractor is required to work on all "calamity days" and certain activities and events may still take place (*e.g.*, athletic events). In addition to snow removal around Facility entrances, Contractor must perform those other tasks as are necessary to ensure each Facility is cleaned and prepared for the events and activities taking place and for next school day.
- G. **Renovations to Facilities.** During times of any construction, the School District Liaison may request Contractor to re-assign the work normally performed in the areas affected by such construction/renovation.

H. Asbestos/Lead. Like many older schools, the School District's Facilities include some asbestos containing building materials. Some of the most common locations include old floor tile, old HVAC pipe wrap, some old ceiling tile, and some old glue holding chalkboards to classroom walls. Each Facility has, and the School District Liaison has, a copy of the School District's asbestos management plan for each school. These are available for public inspection. All of the Contractor's employees assigned to the School District should familiarize themselves with the various sources of asbestos in the Facilities to which they are assigned. Some of the asbestos management restrictions are as follows:

1. Do not remove or otherwise disturb asbestos wrapped pipes
2. Do not grind or remove asbestos containing floor tile
3. Do not disturb asbestos containing ceiling tile
4. Do not remove chalkboards without the School District's Designee's pre-approval, for some of these have asbestos glue
5. Do not disturb any other asbestos.

X. RECORD KEEPING AND SAFETY ISSUES

- A. Safety Data Sheets.** In accordance with applicable laws, before bringing any new chemicals onto a facility, the Contractor must provide one copy of the Safety Data Sheets ("SDS") to the School District Liaison. The Contractor must maintain a complete and up-to-date inventory of SDS for all chemicals used in each Facility. This inventory must be stored in two duplicate notebooks labeled "SDS", one stored in the principal's office and one stored in the appropriate custodial or maintenance office area(s). In addition, a master SDS notebook with a section for each Facility in the School District must be provided to and kept current for the School District's Operations Department office. The SDS notebook must also include Michigan's Right-To-Know procedures.
- B. Injuries to Contractor Personnel.** The Contractor shall be responsible and liable for the safety, injury and health of its personnel while its employees and agents are performing the Services for the School District.
- C. Procedures.** The Contractor should maintain, in each Facility, a Procedures Manual specific for that Facility which may include the following:
1. Emergency and safety procedures
 2. Contractor's standard policies and procedures
 3. List of Contractor personnel assigned to the Facility.
- D. Other Record Keeping.** The Contractor shall report, in writing, any damage that occurs as a result of one or more of the Contractor's employees or agents. The Contractor shall inform the applicable Facility Administrator and the School District Liaison of any vandalism, evidence of attempts to force entry,

and all other damages to persons or property at any Facility. The Contractor's employees and agents shall report, in writing, any items that require maintenance or repair that are discovered during the Initial Term or any Renewal Term(s) of the Contract.

E. Contractor Personnel Expectations. All of Contractor's employees and agents are to present themselves in an appropriate manner and attire consistent with the terms and conditions of this Contract. The Contractor must have safety procedures in place for its employees and agents while performing the Services. For example, it is anticipated that such procedures would address the following:

1. Prohibit custodial closets, mechanical rooms or maintenance facilities to stand open and unattended.
2. Prohibit Contractor employees or agents from congregating or having food/drink in unauthorized areas.
3. Prohibit Contractor employees or agents from copying, distributing or loaning any key or key fob/card to School District Facilities.
4. Prohibit Contractor employees or agents from disturbing papers on desks, opening drawers or cabinets, using telephones or computers or tampering with personal property owned by the School District or its employees, students or occupants.
5. Prohibit custodial products and/or equipment/supplies to remain unattended.
6. Prohibit leaving custodial carts unattended in corridors for more than a few minutes (for safety, security, and aesthetic reasons).
7. Prohibit leaving any vehicle or machine/equipment unattended that is not properly disabled/secured.
8. Prohibit leaving lights on or doors open in unattended sections.
9. Prohibit the playing of radios, or other similar devices, at a volume that is audible in other areas of a facility.
10. Prohibit the use any School District or Contractor equipment that is not required to perform duties or Services.
11. Prohibit the transport of any School District-owned equipment or supplies to another School District Facility without the prior express written permission of the School District Liaison.
12. Prohibit visitors, spouses or children of the Contractor's employees or agents in any Facilities during working hours unless they are bona fide employees of the Contractor, they receive prior approval from the School District Liaison or are bona fide students of the School District.

F. Uniforms and ID Badges. For safety reasons, at all times while performing the Services, all Contractor employees and agents are required to wear attire/uniforms that are agreed upon by Contractor and School District in writing. Uniforms shall be provided by Contractor or its employees or agents at no cost to the School District. Furthermore, at all times while on or in the

Facilities to perform the Services, all Contractor employees shall wear a School District-issued identification badge for security purposes. All identification badges must include a picture and name of the individual, be worn above the waist, and be clearly visible at all times for safety purposes.

G. Training Requirements. All Contractor employees and agents performing any Services shall be properly trained in the duties and functions they are performing to ensure they are performed in accordance with the terms and conditions of this Contract and with all applicable laws. The Contractor shall also provide orientation/training on all School District protocol, policies and procedures. The Contractor must show proof that it has provided blood-borne pathogen training and sexual harassment prevention training to its employees and agents as required by applicable codes and laws.

H. Communication. Effective communication between the Contractor and the School District is necessary for effective delivery of the Services across all Facilities. Accordingly, it will be necessary for the Contractor Manager to maintain regular and open communication with the School District Liaison, School District administration, as well as the respective Facility administrators. Furthermore, it is expected that at times, it may be necessary for respective Facility administrators to communicate emergency work orders/tasks to other Contractor employees or agents in order to maintain safety and operational functions of the Facility. The School District will require a cell phone system, a radio system, or other acceptable communication system to be in place to contact personnel at all School District Facilities. For example, the Contractor may provide one cell phone for each Facility that is rotated between shifts that that any necessary communications may be easily facilitated.

1. **Emergency Contacts.** The Contractor will be responsible to provide the School District Liaison with an emergency contact person and cellular telephone number for each Facility.
2. **Communication Logs.** A daily log shall be maintained at each Facility office where authorized staff may enter suggestions or complaints on areas of Services. The Contractor will write the corrective action taken and sign the log book daily. If approved by the School District Liaison in writing, the Contractor's employees may use e-mail or other electronic system to fulfill this requirement.

XI. RELATIONSHIP OF THE PARTIES

A. Independent Contractor. It is expressed agreed between Contractor and the School District that Contractor will act as an independent contract in the performance of all Services under the Contract and under no circumstances shall any of the employees of one party be deemed the employees of the other Party for any purpose. Accordingly, Contractor shall meet all of its obligations and responsibilities for payment of all taxes including Federal, State and Local taxes arising out of Contractor's Services in accordance with the Contract,

including by way of illustration but not limitation, Federal and State income tax, FICA, FUTA, Social Security tax, Unemployment Insurance taxes, Workers' Compensation Insurance and any other taxes or business license fees as required and Contractor will indemnify, defend and hold the School District harmless for the payment of such sums, interest, penalties, or cost of collection of same, including reasonable attorney fees. The Contract shall not be construed as authority for either Party to act for the other Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of, the other Party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby. Nothing in this Contract shall be construed to interfere with or otherwise affect the rendering of Services by Contractor in accordance with its independent and professional judgment. The Contract shall be subject to Contractor's performance of the Services substantially in accordance with generally accepted practices and principals. No tenure or other rights/benefits typically arising out of an employee-employer relationship shall arise out of this Contract on behalf of Contractor, its employees or agents.

XII. SCHOOL DISTRICT LIAISON, KPI, OPERATIONAL MEETINGS & NOTICES

- A. School District Liaison.** For purposes of this Contract, the School District Liaison shall be the Maintenance & Operations Supervisor, however, the School District may at any designate another individual to serve in this capacity upon written notice to the Contractor Manager.

- B. Key Performance Indicators.** Performance Surveys and Quality Control Inspections are required to be performed on a monthly basis. The Contractor Manager will provide/request performance surveys to each Facilities Administrator on a monthly basis. The Contractor Manager, the School District Liaison and other personnel as deemed appropriate by the School District Liaison will perform monthly building inspections of each Facility utilizing an electronic inspection software which provides data metrics evaluation & reports. The Inspections will verify the following: (1) ensure tasks are completed according to the cleaning frequency requirements, maintenance and repair requirements and all grounds are appropriately groomed and maintained, (2) ensure that the quality of the Services are satisfactory, and (3) to ensure Contractor's compliance with other terms of this Contract. These inspections will be conducted monthly in each Facility, however, the Director of Operations, the School District Liaison and/or the respective Facility administrator may also periodically inspect the Facilities, any deficiencies and unsatisfactory performance will be reported to the Contractor Manager by the School District Liaison. In addition, an inspection of all Facilities will be conducted prior to each school year. An inspection may also be conducted in conjunction with the School District's insurance carrier during the term of this Contract. These requirements are not intended to limit Contractor's responsibility to inspect or control its own work, nor does it limit

the School District's right to inspect any Facility at any time. The Contractor Manager will use an electronic software program for the required inspections and the software programs are to be provided to the School District to be utilized for internal inspections. Contractor will be granted a reasonable time to correct the deficiencies. Where it is necessary, in the School District Liaison's opinion, to correct unsatisfactory performance to conduct activities and events in a clean and safe environment, the School District shall give written notice to Contractor and Contractor shall have two (2) days to correct any unsatisfactory performance, and if not corrected by Contractor, all reasonable costs incurred by the School district to correct the deficiencies will be deducted from the monthly Contract Price invoice payment to Contractor. All inspections forms must be approved by the School District.

- C. Operational Meetings.** Weekly meetings will be held with the School District Liaison and the Contractor Manager and other personnel deemed appropriate by the School District to discuss staffing, upcoming scheduled activities and other items deemed appropriate. Monthly meetings will be held with the School District Liaison, the School District Director of Operations, the School District Asst. Superintendent of Business Services, the Contractor Manager and any other Contractor Designee as appropriate. Monthly meetings will consist of evaluating staffing levels, KPI metrics, performance successes and areas of improvement. Contractor will be required to provide PowerPoint Presentations communicating KPI information at these meetings.
- D. Notices.** Unless otherwise provided in this Contract, all notices, requests, demands and other communications shall be in writing and are effective three (3) days after deposit in the U.S. mail, certified and postage paid, or upon receipt if personally delivered or sent by next-business-day delivery via a nationally recognized overnight courier to the addresses set forth below. The School District or the Contractor may from time to time designate any other address for this purpose by providing written notice to the other Party.

 - 1. **To the School District.** All required notices to the School District shall be delivered to Rick West, Asst. Superintended Business Services, Troy School District, 4400 Livernois Road, Troy, Michigan 48098
 - 2. **To the Contractor.**

XIII. DEDUCTIONS AND INCENTIVES

- A. Temporary Closures.** If one or more Facilities are closed for more than three (3) consecutive days for "calamities," Facility renovations, and/or a problem with a Facility, the School District Liaison may request that Services be temporarily suspended in the applicable Facility(s). If this occurs, the School District's invoice for that month will be reduced by 1/20th for each day of work that Services are cancelled in the applicable Facility. If any such service

reductions can be reasonably anticipated by the School District, the School District Liaison will provide as much lead time to the Contractor Manager as possible.

B. Performance Incentives. The following financial non-compliance assessments shall be applied, and will be deducted from the next Contract Price invoice. The School District Liaison has the authority to waive up to \$1000 per contract year.

1. **Building Alarm Code Replacements.** There will be a \$50 charge for the replacement or sharing of building alarm codes.
2. **Excessive Turnover.** Past experience has demonstrated that excessive turnover in the Contractor Manager or custodian positions per Facility causes additional and significant burdens upon the School District and to off-set these burdens, the Contractor may be assessed a \$250 assessment per instance. This assessment will be waived during the first ninety (90) days of the Initial Term.
3. **Uniforms/ID Badges.** If a Contractor employee or agent is observed at a Facility without wearing the proper ID badge or uniform, the Contractor may be charged a \$25 assessment on the next Contract Price invoice.
4. **Fines for OSHA/MIOSHA Violations.** If the School District is assessed any fines for OSHA/MIOSHA violations arising out of these Services and attributable to the Contractor, the Contractor shall reimburse the School District for these fines by commensurately reducing the charges on the next Contract Price invoice.
5. **Improperly Securing Buildings.** If the Contractor fails to properly secure any Facility, a non-compliance assessment of \$500 per incident may be deducted for the next Contract Price invoice to pay the local police department for their charge to respond to calls. Additionally, the Contractor shall be responsible for any and all damage or loss to School District Facilities or equipment arising from the failure to properly secure all Facilities in accordance with this Contract.
6. **No Answer of Calls/Pages.** Calls placed by the School District's Superintendent, the School District Liaison, or the Facility administrator to the Contractor Manager that are not answered or returned within 30 minutes after the call is placed will be assessed a \$25 assessment per incident. In the event of an emergency, any subsequent damage incurred to School District Facilities as a result of the failure of Contractor to supply adequate personnel to control

such damage will be reimbursed by the Contractor. The deduction will be made on the next Contract price invoice.

7. **Non-Compliant Contractor Personnel.** If a Contractor employee or agent is observed working in a School District Facility and in not in compliance with the terms and conditions of this Contract (for example, does not have proper fingerprinting and criminal background checks completed), the Contractor will be charged a \$50 assessment which will be made on the next Contract Price invoice. The non-compliance Contractor employee or agent shall immediately vacate the School District's property.
8. **Non-Inspection.** Failure to complete any required inspections and failure to re-schedule and complete the inspection within three business days will result in the compliance assessment of \$100 per instance and will be deducted on the next Contract Price invoice.
9. **Unfilled Shifts.** Whenever any Contractor employees or agents are absent from part or all of their Contractor assigned/designated shift at a Facility and the Contractor does not provide coverage for the Facility, the Contractor must deduct \$300 per instance from the next Contract Price invoice. These assessments are intended to reflect the Contractor's saving by not providing the Services required and to provide an "assured staffing" incentive. Any portion of an eight (8) hour shift not covered by a Contractor substitute will be assessed a pro-rated assessment based upon \$300 per eight (8) hour shift.
10. **Non-Performance of Services.** Whenever any Contractor employees or agents do not perform the required services, such as not cleaning designated areas or not maintaining grounds areas properly, the School District may deduct \$150 per instance or non-performed task from the next Contract Price invoice.
11. **Operating a Vehicle Without Licensure.** If a Contractor employee or agent is observed operating a vehicle without the proper licensure, the Contractor will be charged a \$200 assessment which will be made on the next Contract Price invoice.
12. **Damage to School District Facilities and/or Equipment/Property.** If the acts or omissions of a Contractor employee or agent causes damage to any School District property or equipment, the Contractor shall be responsible for the full cost to repair or replace such property or equipment to a condition as good or better than prior to such damage.

XIV. MISCELLANEOUS

- A. Governing Law.** The Contract shall be governed by and construed in accordance with the laws of the State of Michigan. The parties hereby agree to the exclusive jurisdiction and venue of courts sitting in Oakland County, Michigan.
- B. Taxes.** Contractor is responsible for sales taxes and any other applicable taxes related to the Services provided under the Contract.
- C. No Assignment or Sub-Contracting.** This Contract shall not be assigned, transferred, or subcontracted, in whole or in part, by the Contractor without the prior written consent of the School District.
- D. No Waiver.** No waiver of any term or condition of his Contract shall be valid or binding on either Party unless the same shall have been mutually assented to in writing by both Parties. The failure of either Party to enforce at any time any of the provisions of this Contract, or the failure to require at any time performance by the other Party of any of the provisions of this Contract, shall in no way be construed to be a present or future waiver of such provisions, nor in any way affect the validity of either Party to enforce each and every such provision thereafter.
- E. Severability.** In the event any provision(s) of this Contract shall be illegal or invalid for any reason, said provision(s) shall be deemed to be fully severable without affecting the remaining provisions of this Contract and this Contract shall be construed and enforced as if said illegal or invalid provision(s) had never been inserted herein.
- F. Counterparts.** This Contract may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument.
- G. Entire Agreement.** This instrument contains the entire Contract entered into between the Parties hereto, its terms may not be modified except in writing signed by the Contractor and the School District. This Contract supersedes and takes the place of all prior contracts, and/or understandings, whether written or oral between the School District and the Contractor.
- H. Non-Appropriation of Funds.** The School District represents (1) that it has adequate funds to meet its obligations under this Contract during the 2016-2017 fiscal year, (2) that it intends to maintain this Contract from the full period set forth herein and has no reason to believe that it will not have sufficient funds to enable it to make all payments due hereunder during such period, and (3) that it will use its best effort to obtain the appropriations and that the availability of funds is contingent upon varied sources. If the School District determines, in its sole and absolute discretion, that it lacks adequate funds to pay part or all of the payments for the Services described in this

Contract, the School District's obligation under this Contract will terminate as of the date that the funding expires without further obligation to the Contractor.

- I. Force Majeure.** In the event the Contractor is unable to provide Services herein specified because of any act of God (excluding inclement weather), civil disturbance, fire, flood, riot, war, picketing, strike, lockout, labor dispute, oil or fuel shortage or embargo, governmental action or any condition or cause beyond the Contractor's control, the School District shall excuse the Contractor from performance under this Contract. A change in market condition does not constitute force majeure. The School District shall have the right to take over the Services if the Contractor is prevented from operating for the reasons described above, and may provide such Services with school employees or other persons, as the District may deem appropriate under Contractor is able to resume its regular operations and the School District shall receive a credit from Contractor for the days the Contractor failed to provide such Services on a pro-rata basis. Notwithstanding the foregoing, in the event of a strike, the Contractor shall procure replacement personnel necessary to perform the Services. If the Contractor does not procure such replacement personnel, the School District may procure the same and deduct the associated costs and expenses from any amounts owed to the Contractor, or terminate the Contract.
- J. Insolvency.** In the event that Contractor becomes insolvent or seeks the protection of the U.S. Bankruptcy Court, then the School District, at its option, may immediately terminate this Contract.
- K. Advertising.** The Contractor shall not use this Contract as part of any commercial advertising without the prior written consent of the School District.

WHEREAS, the Parties have executed this Custodial, Grounds and Warehouse Services Contract as of the Effective Date.

TROY SCHOOL DISTRICT

[NAME OF CONTRACTOR]

By: _____

By: _____

Its: _____

Its: _____

Dated; _____

Dated; _____

ATTACHMENT A

List of School District Facilities

Facilities Subject to the Services:

1. Administration Building
2. Troy High School
3. Troy Athens High School
4. International Academy - East
5. Baker Middle School
6. Boulan Park Middle School
7. Larson Middle School
8. Smith Middle School
9. Barnard Elementary School
10. Bemis Farms Elementary School
11. Costello Elementary School
12. Hamilton Elementary School
13. Hill Elementary School
14. Leonard Elementary School
15. Martell Elementary School
16. Morse Elementary School
17. Schroeder Elementary School
18. Troy Union Elementary School
19. Wass Elementary School
20. Wattles Elementary School
21. Troy Community High School (Niles Center)
22. Troy Preschool Center
23. Transportation Building
24. Building and Grounds Facility
25. Service Center

ATTACHMENT B

Custodial Services

In addition to this Attachment B, the scope and frequency of cleaning and minor maintenance and grounds duties and tasks expected of the Contractor for the Custodial Services is set forth in Attachments A through C of the RFP. These attachments are not intended to specify the manner in which the tasks must be performed, but rather to demonstrate the minimum expectations of the School District so that the Facilities are cleaned and maintained as necessary for the School District's educational mission, operations and expectations. In addition to these expectations, the Contractor shall perform the following duties as part of the Custodial Services:

1. Contractor must perform all inspections of the School District's playground equipment once per week. Contractor shall complete the required inspection form and provide a copy to the School District Liaison no later than the following business day; provided however, that any deficiencies or problems must be immediately communicated to the School District Liaison.
2. Contractor must perform weekly equipment inspections to verify inventory and equipment condition especially in the winter when the equipment must be working and available to clear snow and apply ice melter for safe and clear access to facilities.
3. *See also **Attachment B-1**.*

Additionally, the Custodial Services shall include snow removal from, and application of salt/ice melt to, the following areas all walks, stairs, pathways and areas adjacent to each Facility and the application of salt to those areas, as shown on the maps included in the RFP.

ATTACHMENT B-1

Custodial Services

ATTACHED

ATTACHMENT C

Grounds Services

The scope and frequency of grounds maintenance duties and tasks expected of the Contractor for the Grounds Services is set forth in Attachments A through C of the RFP, as well as in this Attachment C. These attachments are not intended to specify the manner in which the tasks must be performed, but rather to demonstrate the minimum expectations of the School District so that the Facilities are maintained as necessary for the School District's educational mission, operations and expectations. In addition to these expectations, the Contractor shall perform the following duties as part of the Grounds Services:

1. Responsibility to maintain, safeguard and service the Facilities and occupants of the Facilities.
2. Perform all aspects of the Grounds Services utilizing licensed or skilled tradespersons as required by law, and operate all Equipment in accordance with all applicable laws, as well as in a manner with promotes safety.
3. All litter such as paper, cans, bottles, etc. must be picked up and disposed of prior to mowing. All trash containers shall be emptied regularly and disposed of legally or deposited in the School District's dumpster at the Facility.
4. All leaves are to be cleaned out of landscape beds and from lawn areas at least once between April 1 and April 30, and once again between October 15 and November 15. A final clean up shall take place in mid-late November after a majority of leaves have fallen from the trees.
5. All high school, middle school, and elementary athletic fields are equipped with automatic irrigation systems and some Facilities, including specialty sites and elementary Facilities, have additional irrigation systems around "curb appeal areas." The Contractor shall monitor sprinkler times and is responsible to coordinate mowing schedules. The Contractor is responsible to notify the School District of any sprinkler malfunction or maintenance problem.
6. Applying approved athletic field paint to line ball fields, natural turf fields and synthetic turf fields (however only line synthetic turf fields for designated events) as necessary in accordance with the School District's athletic schedule.
7. Spreading mulch one time per year in designated areas as requested by the School District.
8. Mowing of natural turf athletic fields as necessary to provide proper turf height for all athletic events. Contractor shall utilize "mulching" mowers so that grass clippings are not deposited or left of fields in clumps. If clumps of clippings occur, the Contractor shall remove or alleviate said clumps.
9. Maintenance of artificial turf fields as requested by School District.
10. Cleaning all stadiums promptly after all homes games/contests. This is especially important when rentals of the same are scheduled.

11. The Contractor will be responsible for clearing snow and ice at designated School District Facilities. The Contractor shall be responsible for **specified** areas, as well as those areas shaded on the diagrams attached to the RFP. The Contractor shall be responsible for application of salt/ice melt to the walks, stairs, pathways and areas adjacent to the Facilities, as well as the parking lots. Additionally, the Contractor shall be responsible for removing snow and applying salt/ice melt to paved areas and sidewalks/walkways around all athletic fields as requested by the School District.
12. Snow removal must be available 24 hours a day, 7 days a week.
13. Snow removal shall occur when two (2) inches or more of snow/sleet etc. accumulates on the ground surfaces, including parking lots, driveways, etc. Snow removal shall occur as to maintain all surfaces, including parking lots, driveways, etc., in a "slip free" condition, clear of snow and ice at all times.
14. The School District will provide necessary salt/ice melt for application at School District Facilities. The Contractor shall spread salt/ice melt only at spread rates approved by the School District. The Contractor shall provide a monthly detailed accounting of the quantity of salt, location of use and time of application, to avoid excessive use of product. Contractor shall not use School District-provided salt for any purpose other than application at School District Facilities.
15. General Maintenance of underground sprinkler systems.
16. *See also **Attachment C-1**.*

ATTACHMENT D

Warehouse Services

The scope and frequency of grounds maintenance duties and tasks expected of the Contractor for the Warehouse Services is set forth in Attachments A through C of the RFP, as well as in this Attachment D. These attachments are not intended to specify the manner in which the tasks must be performed, but rather to demonstrate the minimum expectations of the School District so that the Facilities are maintained as necessary for the School District's educational mission, operations and expectations. In addition to these expectations, the Contractor shall perform the following duties as part of the Warehouse Services:

- I. *See also* Attachment D-1.**

ATTACHMENT D-1

Warehouse Services

ATTACHED

ATTACHMENT E

Equipment Inventory

ATTACHED

ATTACHMENT F

Contractor's Pricing Form

ATTACHED

ATTACHMENT G

Contractor's Staffing and Wage Plan

ATTACHED

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**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT F

TROY SCHOOL DISTRICT
**REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

<u>CONTRACTOR INFORMATION</u>	
Contractor Name:	
Business Address:	
Contact Person:	Telephone:
E-Mail:	Fax:

A. CUSTODIAL SERVICES PRICING

Proposal A pricing is to reflect an award by the School District of **ALL** Custodial Services contemplated in the RFP for **ALL** Facilities. *The Custodial Services Proposal pricing shall be based on the Custodial Services frequencies and duties in the RFP. The Custodial Services Proposal Pricing shall also be based upon the School District securing all Consumable Supplies and Cleaning Supplies in accordance with the terms and conditions of the RFP and Contract, and the Contractor being permitted to utilize existing School District Equipment along with procedures for repairing and replacing the Equipment, in accordance with the terms and conditions of the RFP and the Contract.* Accordingly, the Custodial Services Proposal pricing must be inclusive of all costs and expenses of Contractor for all personnel and additional equipment necessary to perform the Custodial Services, and are to be expressed as not-to-exceed amounts and all amounts are to include wages (both daily and substitute personnel), benefits (excluding health benefits; they will be negotiated as pass through costs via contract language), overhead and profit to perform all Custodial Services. These prices are to include Custodial Services coverage Monday through Saturday at the High School Facilities and Monday through Friday at all other Facilities provided that all School District-sponsored events Monday through Sunday at the Facilities are including in the pricing, in accordance with the terms and conditions of the RFP and the Contract.

<u>CUSTODIAL SERVICES – Proposal A Current Staffing & Procedures</u>				
<u>Pricing Parameter</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>3 Year Total</u>
Custodial Services - \$12/Hr. Base Wage				
Custodial Services - \$13/Hr. Base Wage				
Custodial Services - \$14/Hr. Base Wage				
Custodial Services – Total Man Hours Management				
Custodial Services – Total Man Hours – Labor				N/A
Custodial Services – Total FTEs – Management				N/A
Custodial Services – Total FTEs - Labor				N/A

Proposal B pricing is to reflect an award by the School District of **ALL** Custodial Services contemplated in the RFP for **ALL** Facilities. *The Custodial Services Proposal B shall be pricing based on the Contractor recommended Turn Key Custodial Services utilizing their industry knowledge & experience to provide staffing (labor & management) to perform all necessary frequencies and duties in the RFP. The Custodial Services Proposal Pricing shall also include all necessary Consumable Supplies, Cleaning Chemicals, Cleaning Supplies and Cleaning Equipment along with costs for repairing and replacing the Equipment for the School District consisting of 25 facilities totaling approximately 2,200,000 sq. ft. and serving approximately 13,500 students.*

CUSTODIAL SERVICES – Proposal B 100% Turn Key Services				
Pricing Parameter	2019-2020	2020-2021	2021-2022	3 Year Total
100% Turn Key Services – Lump Sum				
Provide itemized costs of staff (labor & management), consumable supplies, cleaning chemicals, cleaning supplies & cleaning equipment.				

PROPOSAL PRICING FORM

TROY SCHOOL DISTRICT

B. GROUNDS SERVICES PRICING

This pricing is to reflect an award by the School District of **ALL** Grounds Services contemplated in the RFP for **ALL** Facilities. *The Grounds Services Proposal pricing shall be based the Grounds Services frequencies and duties in the RFP. The Grounds Services Proposal pricing shall also be based upon the School District securing all salt/ice melt accordance with the terms and conditions of the RFP and Contract, and the Contractor being permitted to utilize existing School District Equipment and the School District repairing and replacing the Equipment, in accordance with the terms and conditions of the RFP and the Contract.* Accordingly, the Grounds Services Proposal pricing must be inclusive of all costs and expenses of Contractor for all personnel and additional equipment necessary to perform the Grounds Services, and are to be expressed as not-to-exceed amounts and all amounts are to include wages (both daily and substitute personnel), benefits (excluding health benefits; they will be negotiated as pass through costs via contract language), overhead and profit to perform all Grounds Services. These prices are to include Grounds Services coverage Monday through Sunday at no additional charge.

GROUNDS SERVICES				
Pricing Parameter	2019-2020	2020-2021	2021-2022	3 Year Total
Grounds Services				
Grounds Services – Total Man Hours Management				
Ground Services – Total Man Hours – Labor				N/A
Ground Services – Total FTEs – Management				N/A
Ground Services – Total FTEs - Labor				N/A

C. WAREHOUSE SERVICES PRICING

This pricing is to reflect an award by the School District of **ALL** Warehouse Services contemplated in the RFP. *The Grounds Services Proposal pricing shall be based the Warehouse Services ditties in the RFP.* Accordingly, the Warehouse Services Proposal pricing must be inclusive of all costs and expenses of Contractor for all personnel and additional equipment necessary to perform the Warehouse Services, and are to be expressed as not-to-exceed amounts and all amounts are to include wages (both daily and substitute personnel), benefits (excluding health benefits; they will be negotiated as pass through costs via contract language), overhead and profit to perform all Warehouse Services.

WAREHOUSE SERVICES				
Pricing Parameter	2019-2020	2020-2021	2021-2022	3 Year Total
Warehouse Services				
Warehouse Services – Total Man Hours – Management				
Warehouse Services – Total Man Hours – Labor				N/A
Warehouse Services – Total FTEs – Management				N/A
Warehouse Services – Total FTEs - Labor				N/A

PROPOSAL PRICING FORM **TROY SCHOOL DISTRICT**

D. ADDITIONAL PRICING — *Applicable under Proposal Pricing*

PRICING INCREASE/DECREASE FOR PERMANENT ADDITION/ REMOVAL OF PORTION OF THE SERVICES		
Pricing Parameter	½ FTE	1 FTE
Lead Custodian		
Day Custodian		
Night Custodian		
Grounds Personnel		
Warehouse Personnel		

CUSTODIAL & WAREHOUSE SERVICES HOURLY PRICING – For Additional Services Requested under Contract			
Pricing Parameter	2019-2020	2020-2021	2021-2022
Hourly Rate			
Weekend Rate			
Holiday Rate			
Emergency Rate			

GROUNDS SERVICES HOURLY PRICING – For Additional Services Requested under Contract			
Pricing Parameter	2019-2020	2020-2021	2021-2022
Hourly Rate			
Weekend Rate			
Holiday Rate			
Emergency Rate			

MISCELLANEOUS PRICING ITEMS			
<u>Pricing Parameter</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>
Price Per Square Foot if Scope of Custodial Services Reduced			
Performance Bond			

PROPOSAL PRICING FORM
TROY SCHOOL DISTRICT

E. WAGES AND BENEFITS OFFERED BY CONTRACTOR

As set forth in the RFP, the Contractor's rates and pricing shall include the wages and benefits offered to its employees, excluding health benefits which will be negotiated and identified as pass through costs via contract language. The Contractor shall include in its Proposal the wages and any other benefits that will be offered to its employees who perform the Services.

F. ACKNOWLEDGEMENT OF ADDENDA TO THE RFP

The Contractor acknowledges the following addenda that were issued to the RFP:

Addendum Number	Date
1	
2	
3	

G. ACKNOWLEDGMENT OF TERMS & AUTHORIZATION

The undersigned Contractor acknowledges and agrees that the School District reserves, in its sole and absolute discretion, the right: (i) to accept or reject, in whole or in part, any and all Proposals received in response to this RFP; (ii) to waive informalities and irregularities in the RFP process; (iii) to award the Contract to other than the Contractor with the lowest financial Proposal; and (iv) to award the Contract to one (1) or more Contractors. If awarded the services, the Contractor agrees to enter into the form of Contract with the School District, and to furnish the services in strict accordance with, this RFP and the Contract. By submitting a Proposal, the Contractor certifies that its Proposal, as submitted, complies with all terms and conditions as set forth in this RFP, unless specifically enumerated as an exception as part of its Proposal.

Contractor Name: _____

Authorized Individual Name: _____

Position/Title: _____

Signature: _____

Date: _____

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT G

Familial Disclosure Affidavit

The undersigned, the owner or authorized officer of the undersigned contractor (the "Contractor"), pursuant to the familial disclosure requirement provided in the Troy School District's (the "School District") Request for Proposals for Custodial, Grounds & Warehouse Services, hereby represents and warrants that, except as provided below, no familial relationships exist between the owner or any employee of the Contractor, and any member of the Board of Education of the School District or the Superintendent of the School District. A list of the School District's Board of Education Members and its Superintendent may be found at www.troy.k12.mi.us.

List any Familial Relationships:

CONTRACTOR:

Name of Contractor

Authorized Signature: _____

Printed: _____

Its: _____

STATE OF _____)
COUNTY OF _____) ss:

This instrument was acknowledged before me on the ____ day of _____, 2019, by _____.

, Notary Public

County, _____

My Commission Expires: _____

Acting in the County of: _____

**TROY SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
CUSTODIAL, GROUNDS & WAREHOUSE SERVICES**

ATTACHMENT H

Michigan Public Act No. 517 of 2012

The Contractor further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

Name of Contractor _____

Its:

Date: _____

STATE OF _____)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2019, by _____.

_____, County, _____

My Commission Expires: _____

Acting in the County of: _____

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RFP 9881 Custodial, Grounds & Warehouse Services Tabulation

Vendors	Custodial Base Wage	Custodial Services			Grounds Services			Warehouse Driver		
		2019-20	2020-21	2021-22	2019-20	2020-21	2021-22	2019-20	2020-21	2021-22
ABM Industry Groups, LLC * Proposal B - Turn Key Custodial 100%										
	\$12/Hr.	\$3,245,108	\$3,310,010	\$3,376,210						
	\$13/Hr.	\$3,454,178	\$3,523,262	\$3,593,727						
	\$14/Hr.	\$3,663,249	\$3,736,514	\$3,811,244						
	Lump Sum	\$3,940,585	\$4,019,397	\$4,099,785						
CSM Services * Proposal B - Turn Key Services 100%					\$292,600	\$299,915	\$307,412	No Bid		
	\$12/Hr.	\$3,335,927	\$3,419,325	\$3,504,808						
	\$13/Hr.	\$3,476,829	\$3,546,365	\$3,617,292						
	\$14/Hr.	\$3,708,966	\$3,783,145	\$3,858,807						
	Lump Sum	No Bid - Negotiate - Pass Through Supplies and Equipment								
DM Burr Group * Proposal B - Turn Key Services 100%					\$272,380	\$276,466	\$280,593	\$44,694	\$45,365	\$46,046
	\$12/Hr.	\$3,462,485	\$3,514,423	\$3,567,140						
	\$13/Hr.	\$3,684,614	\$3,739,884	\$3,795,983						
	\$14/Hr.	\$3,906,744	\$3,965,346	\$4,024,827						
	Lump Sum	\$4,253,533	\$4,317,336	\$4,382,096						
Enviro-Clean Building Maintenance * Proposal B - Turn Key Services 100%					\$324,518	\$328,825	\$333,132	\$48,119	\$48,896	\$49,672
	\$12/Hr.	*a) \$3,521,147	\$3,585,194	\$3,649,240						
	\$13/Hr.	\$3,649,240	\$3,713,287	\$3,777,333						
	\$14/Hr.	\$3,905,426	\$3,969,472	\$4,033,518						
	Lump Sum	\$4,003,738	\$4,072,005	\$4,140,272						
GDI Integrated Facility Services * Proposal B - Turn Key Services 100%					\$286,875	\$286,875	\$286,875	\$43,688	\$43,688	\$43,688
	\$12/Hr.	\$3,077,639	\$3,077,639	\$3,077,639						
	\$13/Hr.	\$3,294,278	\$3,294,278	\$3,294,278						
	\$14/Hr.	\$3,509,419	\$3,509,419	\$3,509,419						
	Lump Sum	\$3,798,827	\$3,798,827	\$3,798,828						
* Proposal B - Turn Key Services 100% is to provide costs of staff (labor and Management), consumable supplies, cleaning chemicals, cleaning supplies & cleaning equipment.										
* a) Custodial Services- \$12.50/Hr. Base Wage, \$12.75 Base at Elementaries.										