



SCHOOL CROSSING GUARD SERVICES

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d/b/a NEXTAFFF
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Prepared for:
Cooper City

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COMPANY PROFILE

Proposer: The Butler Group of South Florida, LLC
d/b/a NEXTAFF

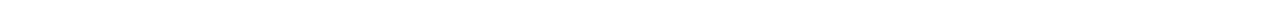
A Florida Limited Liability Company

Proposal: Cooper City
School Crossing Guard Services

Headquarters: 4790 West Commercial Boulevard
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QUALIFICATIONS

NEXTAFF helps companies maximize and benefit from strategic workforce planning. Today change is the only constant. Those who remain flexible and adapt quickly can hold the competitive advantage.

As a premier workforce strategies provider, NEXTAFF allows employers to remain flexible. By offering a complete range of employment services, we help companies - no matter where they are in their business evolution - raise productivity through improved strategy, quality, efficiency and cost control across their workforce. With NEXTAFF, companies can concentrate on their core business activities and adapt quickly to changing workforce requirements.

While the need for talent is increasing rapidly in nearly every marketplace, the number of qualified candidates, in many industries, is decreasing. In the U.S. alone, over the next 15 years, the number of available candidates who make up much of the talent pool is expected to decline by 15 percent.

For that reason, it has become critically important for companies to develop a systematic plan and process to put the right talent in the right place at the right time. Those businesses that stand the best chance of overcoming these new market realities are those that are committed to the development and maintenance of a strong and relevant talent acquisition process.

We understand staffing *and* workflow. While our Scope of Services details the specifics of the required work, we realize in the world of school crossing guard services each municipality that we partner with entrusts the entire function of the department to us. Our main responsibilities include:

- Recruiting
- Hiring
- Compensation
- Retention
- Management
- Training
- Safety

We have over twenty-five (25) Florida Department of Transportation Certified School Crossing Guard Trainers prepared to train and re-certify our school crossing guard team. We re-certify our guards annually during the month of August, for us it is NEXTAFF in Training. We also have a large team of experienced supervisors, team leaders and well more than 300 certified (or available for re-certification) school crossing guards.





EXPERIENCE

Founded in 1998, NEXTAFF has offices in Arizona, California, Colorado, **Florida**, Georgia, Illinois, Iowa, Kansas, Michigan, Mississippi, Missouri, Nebraska, North Carolina, Oregon, Pennsylvania, South Carolina, Tennessee, Texas and Virginia. **Our South Florida franchise, which is independently owned and operated, opened in September 2006.** At NEXTAFF, our goal is to provide a superior level of service by which all other companies will be measured.

Since 2006, we have had the opportunity to partner with several South Florida companies providing them with workforce solutions. At NEXTAFF, we realize that talent changes everything, and as a result, we have developed a proprietary formula for identifying, placing and supporting the most qualified candidates for the job.

Counting Dolphin Stadium, now Sun Life Stadium, as one of our first clients, we have provided staffing for the regular National Football League seasons, FEDEX Orange Bowls and the 2007 Super Bowl. Consistently, we have been commended for our people, their conscientiousness, and their talent.

In 2007, we were asked to provide security services to a local church with multiple campuses, two schools and over 20,000 congregants. It was there that we had the opportunity to apply our expertise in security and safety services with the church's need to protect and care for the children attending its schools. After much success, we are the church's go to company for security services.

Awarded two contracts with Broward County in 2008, we were awarded multiple contracts with Broward County providing general temporary staffing, Information Technology, food services and school crossing guard services.

In 2009, the Town of Davie selected NEXTAFF to administer its school crossing guard program. The Town of Davie was most impressed with the spirit of excellence in which we operated, the immediacy of our response, and the way we seamlessly transitioned between contracts.

We are now proud to call, the Cities of Coconut Creek, Deerfield Beach, Lighthouse Point, Margate, Miami Shores, Miramar, North Miami Beach, Orlando and Pompano Beach, in addition to the Towns of Davie and Jupiter, Orange County Sheriff's Office and the Palm Beach Sheriff's office, clients.

Our crossing guard management approach is fresh and unique. We build teams at NEXTAFF, which in turn helps to lower turnover, improve efficiency, and provides a redundancy in the system to always ensure complete and solid post coverage. During the past school year, we are proud to report that we had a significant number of guards with perfect attendance, in addition to the fact that most of our guards have been with us since the start of our contracts. Our guards refer their friends and family time and time again for positions within our company. They have a loyalty to NEXTAFF which is unique, and we reward our guards on a regular basis to let them know just how grateful we are for their service.





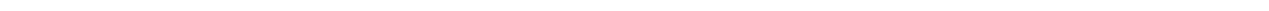
OUR MANAGEMENT TEAM

Buffy A. Butler, Managing Member, *FDOT Certified School Crossing Guard Trainer*. With over 25 years' experience in Human Resources and Operations Management, Ms. Butler understands staffing and workflow. She oversees the overall management of the NEXTAFF offices in South Florida. She serves as contract liaison with local municipalities.

Ms. Butler was invited by the Administrator of the Florida Crossing Guard Training Program to take part in the statewide committee meeting to review and update the Florida School Crossing Guard Training (Uniform) Guidelines for 2020. Ms. Butler was the only individual from a private company represented.

Ms. Butler continues to serve on the FDOT Guidelines Committee, and she is also in the training video used by agencies statewide.

Delisa S. Williams, Operations Manager, *FDOT Certified School Crossing Guard Trainer*. Mrs. Williams manages our day-to-day school crossing guard operations and coordinates our training efforts. A former Navy training petty officer, she has extensive knowledge in training and human resources management.





SCOPE OF SERVICES

Scheduling and Staffing. If given the opportunity to serve the City of Cooper City, as your school crossing guard services provider, we would move forward with the following steps.

- Confer with the designated municipal representatives on the set number of posts and/or school crossing guards required for the school crossings within the city's limits, to ensure there we are up to date on any changes in the post locations and/or required number of guards. Once confirmed, we will develop a duty roster based on the post requirements.
- We will meet with the individuals currently working as school crossing guards within the city to inform them of any changes to the school crossing guard program.

Training and Certification. With over 25 certified Florida Department of Transportation School Crossing Guard trainers on staff, we ensure all school crossing guard candidates prior to assuming any post are certified in accordance with Section 316.75 of the Florida Statutes. All guards must successfully complete the following as identified in the Florida School Crossing Guard Training Guidelines.

- Classroom instruction: pass at least 75 percent of the items on the written examination;
 - Practical training: perform each of the duties listed on the performance checklist satisfactorily; and
 - Supervised duty: perform satisfactorily all of the duties listed on the performance checklist in at least the second of two observations, under the following conditions: (1) trainer does not intervene after starting checklist entry for an observation, (2) each observation is conducted during a regular shift at a crosswalk to which the guard is as-signed during that shift, (3) observation is continued for at least 30 minutes, or for duration of the guard's shift duty at the crosswalk if it is less than 30 minutes, and (4) if the guard performs crossing duty in both the morning and the afternoon, one observation should be conducted in the morning and the other in the afternoon.
 - Basic pre-employment physical examination to ensure all crossing guard candidates meet the requirements necessary to fulfill the role as a crossing guard. This basic examination includes but is not limited to sight, physical ability and agility.
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We conduct training sessions regularly for guards to complete the certification and recertification processes to ensure compliance with Florida Department of Transportation School Crossing Guard Program.

Background Checks and Quality Control. NEXTAFF reduces hiring risks by providing screening services that are user-friendly and accurate. We have aligned with the nation's leading screening provider to offer our clients the greatest speed, accuracy and technology in the screening industry. We do not believe in a one size fits all philosophy, so, we tailor our screening to our client's needs and requirements. Therefore, **all school crossing guards** will be screened in accordance with the municipality's requirements of a comprehensive background check to include state and national level in addition to sexual predator/offender checks. ***ALL school crossing guards are rescreened on an annual basis prior to the start of the new school year. ***



NEXTAFF's partner has established a "single blind" Quality Assurance Program for researchers conducting research on behalf of the company. Prior to receiving client research requests, a perspective researcher is given a "blind" sample of criminal research requests with "known records" mixed in. The company has a collection of "known records" for nearly every jurisdiction in the United States. The perspective researcher is required to return the "known records" with 100% accuracy and within an acceptable time frame prior to being placed on the approved list of researchers. Once approved, each researcher is secretly tested each quarter with a "known record" sent along with the standard research request lists. Failure to return the "known record" with 100% accuracy results in removal from the approved list of researchers.

Our partner's custom software system incorporates a quality assurance capability as well. As orders are received and processed electronically or by fax, a second processor must perform a quality assurance audit of the order. As results are received, trained researchers and results specialists perform the initial data entry into our system. These results are not official and not visible to the client until a *second results specialist* reviews the entry and marks it as accurate in the database, thus allowing the result to be visible to the client.

NEXTAFF employs a 24-hour telephone answering service, so, calls are answered after hours by a live person. Calls from school crossing guards are relayed by two methods, one is immediate dispatch and/or patching to our on-call manager, and then by e-mail giving the status of the call to the office, which is relayed to another manager via a smart phone device, so, there is redundancy built into our system.

Equipment and Appearance. All school crossing guards employed by NEXTAFF are required to wear a standard uniform as required by the municipality. Currently, the following uniform is in place:

- Black Slacks/Shorts
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- White Collared Shirt
 - Whole Shoes (closed toe) All Black

Additionally, guards will be equipped with the following items in accordance with the requirements of the Florida Department of Transportation, and as specified by the local municipality.

- Retro Reflective Vest – ANSI Class 2
- Whistle with Lanyard
- Retro Reflective Stop Paddle
- NEXTAFF Identification Badge
- Hi-visibility Raingear (NEXTAFF provides as standard-issue equipment)

Pricing: The cost to provide the City of Cooper City with school crossing guard services will be based on the contract pricing provided to the City of Miramar, which currently is \$21.07 per hour/employee. Our agreement with the City of Miramar is for three years with two (one) year renewals. We are currently in our initial three-year agreement, and we anticipate our first renewal being extended in January 2023.

