



April 13, 2016

Dear School Leaders,

Over the past year, you've expressed concerns about the way facilities services are provided in your buildings. We've worked with many of you to address those concerns in real-time, but it's clear that we must use a different approach to better meet the needs of the district.

As many of you may know, two years ago we partnered with 33 schools to launch a pilot Integrated Facilities Management (IFM) program.

The IFM model addresses the priorities we heard from your feedback: through a Building Manager, the program provides a single point of contact, allowed for clear lines of communication and greater accountability for the custodial and engineering services. Utilizing managers from our current vendor, as well as current facilities staff, the pilot program has received overall positive feedback by leaders in those buildings.

Learning lessons from past experiences as well as hearing directly from you, in the coming days, we plan to take three simultaneous steps to expand the IFM model to our district:

- First, we need to test a greater number of schools to ensure the IFM program works on a larger scale.

At a minimum, we'll double the number of schools utilizing the IFM model this summer. The initial list of additional schools will be created in consultation with principals, focusing on building variety, schools currently without engineers, and where we can minimize the disruption to students and staff.

- Second, tomorrow the Board will issue a Request for Proposal (RFP) to phase in the IFM model throughout the District. By issuing the RFP now, we have time to negotiate transition and operational details that would allow a successful transition to take place in additional schools by the start of the 2017-2018 school year. However, no contract will be awarded until after a full review of the expanded pilot program is completed this fall, giving us time to incorporate lessons learned from principals and facilities staff into a contract.

As a part of issuing the RFP and expanding the pilot program, we have provided a similar update to affected staff. We want to make clear to you, just as we did to them, that we are requiring all prospective IFM vendors to employ impacted CPS engineers in union-represented engineer positions. Our objective is to minimize staff disruption; unlike previous service delivery models, we will work to minimize any potential turnover or bumping.

- Third, to provide an easy way to answer questions about the pilot program and the RFP, we will host an optional webinar on Monday, April 25th. To join, simply follow the instructions in the calendar invite you receive from the CPS Webinar Team.

I know from conversations with many of you that the way facility services have been provided to you this year has been challenging. Your patience, diligence, and frustrations have helped me to better understand how to better serve you, and it is my hope that the IFM model can address your concerns head on.

Thank you for your continued thoughtful participation in this process.

Sincerely,

Jose Alfonso de Hoyos-Acosta
Chief Administrative Officer

