



BACKGROUND

Block by Block was asked by the Beverly Hills Unified School district to provide costs to have an Ambassador Program for the El Rodeo School. Based on conversations with both the City of Beverly Hills and the Beverly Hills Unified School District, the School Ambassador Program would:

- Function under the current supervisory for the City of Beverly Hills Ambassador Program. The Operations Manager for the existing program will be responsible for all recruitment, training, and management of the program.
- Be equipped with the same uniform as the existing City of Beverly Hills Ambassador Program.
- Have continually communications contact with the other City of Beverly Hills Ambassadors and function on their radio frequency. They will also carry a radio issued by the school district.
- This position will be considered a premium Ambassador Position in order to recruit the best possible individual for the position. They will be paid at a \$2.00 an hour higher wage than the standard City of Beverly Hills Ambassador.

SCOPE OF WORK

Based on conversations with the Beverly Hills Unified School district, the School Ambassador will:

- Patrol the areas around El Rodeo school
- Check to ensure all fences are properly locked and secured
- Ensure all contractors are wearing proper identification
- All visitors to the school check into the appropriate office to visit the school
- Serve as the eyes and ears of School District Officials
- Get to know the parents and students of El Rodeo school and be the friendly face that greets them as they arrive and depart from the school
- Report any suspicious behavior to School District Officials and Beverly Hills Police



YEAR ROUND BUDGET

The following budget is based on having an Ambassador Program at the School year round (365 days) per year.

PRICING	Safety Ambassador
Pay Rate	\$ 15.50
FICA	\$ 1.19
WC	\$ 0.87
Liability	\$ 0.40
Unemployment	\$ 1.07
Subtotal	\$ 19.02
Weekly Hours	40.00
Annual Hours	2,080.00
Annual Billing	\$ 39,558.48
Overhead	\$ 6.53
Benefits	\$ 2.82
Profit	\$ 2.27
Bill Rate	\$ 30.64
Weekly Hours	40.00
Annual Hours	2,080.00
Annual Billing	\$ 63,721.03

BUDGET SUMMARY			
Category		\$	%
Labor		\$ 39,558.48	62.1%
Benefits		\$ 5,858.26	9.2%
Labor Related (background checks, recruiting, awards, etc.)		\$ 625.32	1.0%
Uniforms		\$ 708.89	1.1%
Cell Phones		\$ 800.00	1.3%
Miscellaneous		\$ 400.00	0.6%
Administrative Support (mgmt, travel, postage, etc.)		\$ 11,050.00	17.3%
Profit (8.0% of total)		\$ 4,720.08	7.4%
Total		\$ 63,721.03	100.0%



SCHOOL YEAR BUDGET

The following budget is based on having an Ambassador only work during the school year, or 38 weeks.

PRICING	Safety Ambassador
Pay Rate	\$ 15.50
FICA	\$ 1.19
WC	\$ 0.87
Liability	\$ 0.40
Unemployment	\$ 1.07
Subtotal	\$ 19.02
Weekly Hours	40.00
Annual Hours	1,520.00
Annual Billing	\$ 28,908.12
Overhead	\$ 6.31
Benefits	\$ 3.85
Profit	\$ 2.33
Bill Rate	\$ 31.51
Weekly Hours	40.00
Annual Hours	\$ 1,520.00
Annual Billing	\$ 47,898.64

BUDGET SUMMARY		
Category	\$	%
Labor	\$ 28,908.12	60.4%
Benefits	\$ 5,858.26	12.2%
Labor Related (background checks, recruiting, awards, etc.)	\$ 625.32	1.3%
Uniforms	\$ 708.89	1.5%
Cell Phones	\$ 800.00	1.7%
Miscellaneous	\$ 400.00	0.8%
Administrative Support (mgmt, travel, postage, etc.)	\$ 7,050.00	14.7%
Profit (8.0% of total)	\$ 3,548.05	7.4%
Total	\$ 47,898.64	100.0%