

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Sheriff ELM

BOARD AGENDA # \*B-4

Urgent  Routine

AGENDA DATE August 26, 2014

CEO Concurs with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval for the Sheriff to Sign an Agreement with the State of California, Commission on Peace Officer Standards and Training to Provide Emergency Vehicle Course Training

STAFF RECOMMENDATIONS:

Authorize the Sheriff to sign the State of California, Commission on Peace Officer Standards and Training (POST) Standard Agreement including any extensions, or amendments to provide emergency vehicle course training to qualified law enforcement personnel.

FISCAL IMPACT:

Upon execution of the POST Standard Agreement the Sheriff's Department agrees to train up to forty (40) students in the four-hour Driving Simulator Course at a per student rate of \$92 for students not employed by the contract agency or Eighty (80) students at a per student rate of \$46 for students employed by the contract agency or a combination thereof, not to exceed the total amount of \$3,680.

Continued on Page 2

BOARD ACTION AS FOLLOWS:

No. 2014-444

On motion of Supervisor Withrow, Seconded by Supervisor Monteith  
and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Withrow, Monteith, and Chairman De Martini

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) \_\_\_\_\_ Denied

3) \_\_\_\_\_ Approved as amended

4) \_\_\_\_\_ Other:

MOTION:

ATTEST:

Christine Ferraro  
CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval for the Sheriff to Sign an Agreement with the State of California, Commission on Peace Officer Standards and Training to Provide Emergency Vehicle Course Training

**FISCAL IMPACT CONTINUED:**

The Department will be reimbursed by POST for up to Eighty (80) students who are full-time law enforcement officers employed with agencies in the POST Reimbursable Program. In the event there are not enough students from POST reimbursable agencies to fill any class, the Sheriff may opt to fill vacancies with other students, charging tuition to those students based on the authorized rate of \$92 per student. The cost for the instructors will be included in the Driver Training Program Final Budget for Fiscal Year 2014-2015; there is no impact to the General Fund.

**DISCUSSION:**

The Stanislaus County Sheriff's Regional Training Division operates a regional Emergency Vehicle Operations Course (EVOC). Law enforcement personnel in the State of California are legislatively mandated to receive certified driver's training every two years. The California Commission on Peace Officer Standards and Training (POST) certifies the Sheriff's EVOC program. This includes a four-hour instructional course provided on law enforcement driving simulators.

The Sheriff received four Law Enforcement Driving Simulators (LEDS) in Fiscal Year 2010-2011 for the purpose of law enforcement training. A Driving Simulator Use and Operations Agreement was approved by the Board on June 22, 2010, and executed by the Sheriff upon receipt of the simulators. The agreement outlines the specific storage, safekeeping and structural guidelines of the driving simulator program and stipulates procedural requirements including maintaining POST certification for the instructional program, identifying priority students for training and describing the State's rights to remove/suspend the simulator program for cause. The purpose of the LEDS program is as follows:

- a) Improve officers' judgment and decision-making skills in emergency response scenarios.
- b) Practice appropriate safe driving tactics while engaged in emergency driving.
- c) Experience the consequences of driving behavior.
- d) Maintain appropriate coordination and communication with other officers involved in multiple-unit pursuits or emergency driving situations.
- e) Improve judgment and decision making skills of officers and supervisors during pursuit situations.

The POST Standard Agreement outlines the scope of work in relation to training provided by the Sheriff's Department. The Sheriff would be authorized to train no more than 80 students during Fiscal Year 2014-2015. The student tuition rate would be capped at \$92 per student for students not employed by the contract agency or \$46 for students employed by the contract agency. Specific ratios of outside agency students versus contractor agency students are described in the Agreement.

Approval for the Sheriff to Sign an Agreement with the State of California, Commission on Peace Officer Standards and Training to Provide Emergency Vehicle Course Training

**POLICY ISSUES:**

Approval of this agreement supports the Board's priority of A Safe Community and Effective Partnerships.

**STAFFING IMPACT:**

There is no staffing impact associated with this item. The County currently employs driver's training instructors.

**CONTACT PERSON:**

Lieutenant Brandon Kiely, (209) 567-4408

STATE OF CALIFORNIA  
**STANDARD AGREEMENT**  
STD 213 (Rev 06/03)

AGREEMENT NUMBER <b>14112323</b>
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME <b>Commission on Peace Officer Standards and Training</b>
CONTRACTOR'S NAME <b>Stanislaus County Sheriff's Department</b>

2. The term of this Agreement is: **July 1, 2014** through **June 30, 2015**

3. The maximum amount of this Agreement is: **\$3,680.00**  
**Three Thousand Six Hundred Eighty Dollars**

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	-1- page
Exhibit A, Attachment I – Hourly Distribution	-1- page
Exhibit B – Budget Detail and Payment Provisions	-1- page

Exhibit C\* – General Terms and Conditions **GTC - 610**

Check mark one item below as Exhibit D:

Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement) -1- page

Exhibit - D\* Special Terms and Conditions

Exhibit E – Additional Provisions **N/A page(s)**

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
These documents can be viewed at [www.ols.dgs.ca.gov/Standard+Language](http://www.ols.dgs.ca.gov/Standard+Language)

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

<b>CONTRACTOR</b>		<i>California Department of General Services Use Only</i>
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) <b>Stanislaus County Sheriff's Department</b>		
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>9/1/14</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>ADM CHRISTENSON - SHERIFF</b>		
ADDRESS <b>250 East Hackett Road, Modesto, CA 95358</b>		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME <b>Commission on Peace Officer Standards and Training</b>		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Stephanie Scofield, Assistant Executive Director</b>		
ADDRESS <b>1601 Alhambra Boulevard, Sacramento, CA 95816-7088</b>		

APPROVED AS TO FORM:  
**STANISLAUS COUNTY COUNSEL**

BY

DATE: **9-1-14**

Exempt per: **SCM § 4.04 5. b.**

**EXHIBIT A  
 (Standard Agreement)**

**SCOPE OF WORK**

The Stanislaus County Sheriff's Department, hereafter referred to as Contractor, agrees to provide for the Commission on Peace Officer Standards and Training, hereafter referred to as POST, course training to qualified law enforcement personnel as indicated below:

1. Each course presentation shall be certified by POST and presented in accordance with content provided by POST.
2. Contractor agrees to train up to:
  - Forty (40) students in the four-hour Driving Simulator (LEDS) Course at a per student rate of \$92.00 for students not employed by the contract agency or Eighty (80) students at a per student rate of \$46 for students employed by the contract agency or a combination thereof in the four-hour Driving Simulator (LEDS) Course
3. All students must be full-time law enforcement officers employed with agencies in the POST Reimbursable Program.
4. In the event there are not enough students from POST reimbursable agencies to fill any class, the Contractor may opt to fill vacancies with students who are not full-time students from POST reimbursable agencies. Students attending the course who are non-reimbursable under POST regulations shall be charged applicable course tuition, as referenced above, by the Contractor. Prior to submission of an invoice to POST, Contractor shall deduct, from the total sum, the amount collected for tuition. The invoice shall clearly reflect where the collected tuition has been deducted. Invoices for payment shall be submitted in accordance with the terms specified in the applicable contracted course.
5. Contractor is required to schedule courses that offer fifty percent (50%) of the training seats called for in the contract to outside agencies – meaning training for students who are not employees of the Contractor's agency.
6. Any seats left unfilled designated for outside agencies within thirty (30) days of the course start date may be filled with the Contractor's agency personnel.
7. Direct inquiries concerning the program to the Program Managers indicated below:

State Agency: Commission on POST	Contractor: Stanislaus County Sheriff's Department
Name: Steve Craig	Name: Lt. Jim Gordon
Phone: (916) 227-5562	Phone: (209) 525-7019
Email: <a href="mailto:scraig@post.ca.gov">scraig@post.ca.gov</a>	E-Mail: <a href="mailto:gordonj@stanislaussheriff.com">gordonj@stanislaussheriff.com</a>

8. Direct inquiries concerning the processing of this agreement to:

State Agency: Commission on POST	Contractor: Stanislaus County Sheriff's Department
Section/Unit: Contracts Unit	Section/Unit:
Attention: Heather Camp	Attention: Lt. Jim Gordon
Address: 1601 Alhambra Boulevard Sacramento, CA 95816-7083	Address: 250 East Hackett Road Modesto, CA 95358
Phone: (916) 227-3937	Phone: (209) 525-7019
E-Mail: <a href="mailto:heather.camp@post.ca.gov">heather.camp@post.ca.gov</a>	E-Mail: <a href="mailto:gordonj@stanislaussheriff.com">gordonj@stanislaussheriff.com</a>

# EXHIBIT A, ATTACHMENT I HOURLY DISTRIBUTION

[Add/View Comments](#)

## Course Hourly Distribution Schedule

[<< Course Summary](#)

Course: DRIVER TRAINING-SIMULATOR - 20985

Presenter: STANISLAUS COUNTY SHERIFF OFFICE REGIONAL TRAINING CENTER (2740)

### POST Consultant Review

Current Attachment Status: **No Change**

### Course Hourly Distribution Schedule Summary

Total Hours Per Course Presentation: **4**

Total Number of Days of Class: **1**

Days Per Week: **1**

### View Hourly Distribution Schedule

Jump to day: **1**

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Day 1

Start	End	Subject
0800	0810	Registration and Course Introduction
0810	0840	Safety Procedures and POST Power Point
0840	0930	Orientation, Equipment Familiarization
0930	1030	Code 3 Responses, Scenario Review and Discussion.
1030	1130	Pursuit Driving, Scenario Review, and Discussion.
1130	1200	Course Review, Questions, and Evaluation.



**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Invoicing and Payment**

- A. The total amount POST may pay the Contractor under this Agreement for services satisfactorily rendered, and upon receipt and approval of the invoices, shall not exceed the Contract Amount of \$3,680.00, as set forth in this Exhibit.

For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor at the end of each course, a per student rate, for the actual number of reimbursable students attending the course:

LEDS Course at a per student rate of:

- o \$92.00 for students from an outside agency  
(40 students x 92.00 = \$3,680.00)
- o \$46.00 for students who are employees of the contracting agency  
(80 students x \$46.00 = \$3,680.00)

*Contractor shall be reimbursed for any combination of the two allowable per student rates listed herein, not to exceed the total amount payable of \$3,680.00.*

- B. Upon completion of each presentation, Contractor agrees to submit the following before payment will be authorized:
- Agreement Number
  - Course Title
  - Course Roster/s
  - An invoice totaling the number of full-time, on-duty POST reimbursable students who attended the presentation.
  - Authorized rate per student
  - Dates of Course presented

Invoices shall be submitted in triplicate not more frequently than monthly in arrears to:

Commission on POST  
Training Program Services - Contract Accounting  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083

**2. Budget Contingency Clause**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

**3. Prompt Payment Clause**

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Settlement of Disputes**

Except as otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which is not disposed of by compromise shall be decided by POST, who shall reduce its decision in writing and mail or otherwise furnish a copy thereof to Contractor. Contractor has fifteen (15) calendar days after receipt of such a decision to submit a written protest to POST specifying in detail in what particulars the agreement requirements were exceeded. Failure to submit such a protest within the period specified shall constitute a waiver of any and all right to adjustment in agreement terms and POST's decision shall be final and conclusive. Pending final decision of a dispute hereunder, Contractor shall proceed diligently with the performance of this agreement, upon receipt of written order from POST to do so.

**2. Amendments**

This agreement may be amended for time, scope or increase/decrease of funds, by mutual written consent.

**3. Cancellation Clause**

Either party may cancel this agreement upon thirty (30) days prior written notice.

**4. Contractor Evaluation *(if applicable)***

In accordance with provisions of the State Administrative Manual, Section 1283, Contractor's performance under this agreement will be evaluated. The evaluation will be prepared by POST within 30 days after completion of the agreement.