

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

475



**FROM:** Stanley L. Sniff Jr., Sheriff-Coroner-PA

**SUBMITTAL DATE:**  
08/02/13

**SUBJECT:** Agreement to Reimburse the County for the Provision of Simulator Training at the Sheriff's Ben Clark Public Safety Training Center

**RECOMMENDED MOTION:** Move that the Board of Supervisors approve the Agreement with the Commission on Peace Officer Standards and Training to reimburse the County for the provision of simulator training at the Ben Clark Public Safety Training Center during FY 2013-14, and authorize the Chair to sign all copies of the Agreement.

**BACKGROUND:** The Commission on Peace Officer Standards and Training (POST) funded the purchase of a driving simulator and a force options simulator with the understanding that the Sheriff's Department would provide training to full-time, on-duty law enforcement officers (4/18/00 3.31). The Commission reimburses the County for each officer that attends the training courses.

Per the FY 2013-14 POST Agreement, the County agrees to charge \$92 per student for a four-hour driving simulator course and \$92 per student for a four-hour force option simulator course. Based on an estimated 1,450 students attending each course, the total amount encumbered by this Agreement shall not exceed \$266,800. County Counsel has approved the Agreement as to form.

*Will Taylor*

Stanley L. Sniff Jr., Sheriff-Coroner-PA  
Will Taylor, Director of Administration

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$266,800	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	FY 2013-14

<b>SOURCE OF FUNDS:</b> POST Reimbursement BR 14-016	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Elizabeth J. Olson*  
Elizabeth J. Olson

**County Executive Office Signature**

FORM APPROVED COUNTY COUNSEL  
BY: *Neal R. Kipnis* DATE: 8/2/13  
Concurrent

- Policy
- Policy
- Consent
- Consent

2013 AUG 13 5:58 PM  
RECEIVED BY THE CLERK OF THE BOARD  
COUNTY OF RIVERSIDE

Prev. Agn. Ref.: 07/03/12 3.33 | District: All | Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

3-83

Dep't Recomm.:  
Per Exec. Ofc.:

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

AGREEMENT NUMBER <b>13112312</b>
REGISTRATION NUMBER

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

STATE AGENCY'S NAME  
 Commission on Peace Officer Standards and Training

CONTRACTOR'S NAME  
 Riverside County Sheriff's Department

2. The term of this Agreement is: July 1, 2013 through June 30, 2014

3. The maximum amount of this Agreement is: \$266,800.00  
 Two Hundred Sixty-six Thousand, Eight Hundred 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- pages   |
| Exhibit A, Attachment 1 – Course Outlines  | -3- pages   |
| 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:  |             |
| <input checked="" type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement) | -1- page    |
| <input type="checkbox"/> 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>		California Department of General Services Use Only  <input type="checkbox"/> Exempt per:
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Riverside County Sheriff's Department		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS 3423 Davis Avenue, Suite A, Riverside, CA 92518		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME Commission on Peace Officer Standards and Training		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING R.W. Reed, Assistant Executive Director		
ADDRESS 1601 Alhambra Boulevard, Sacramento, CA 95816-7083		

FORM APPROVED COUNTY COUNSEL  
 DATE  
 BY: NEAL R. KIPNIS

**EXHIBIT A  
 (Standard Agreement)**

**SCOPE OF WORK**

The Riverside County Sheriffs 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:
  - Two Thousand Nine Hundred (2,900) students in the four-hour Driving Simulator (LEDS) Course and/or the four-hour Force Option Simulator (FOS) Course at a per student rate of \$92.00.
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 agency contractor's personnel
7. Direct inquiries concerning the program to the Program Managers indicated below:

<b>State Agency: Commission on POST</b>	<b>Contractor Riverside County Sheriffs Department</b>
<b>Name: Steven Craig</b>	<b>Name: Lieutenant Zachary Hall</b>
<b>Phone: (916)227-5562</b>	<b>Phone: (951)486-2919</b>
<b>Email: scraia@post.ca.gov</b>	<b>Email: zhall@riversidesheriff.org</b>

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

<b>State Agency: Commission on POST</b>	<b>Contractor Riverside County Sheriffs Department</b>
<b>Section/Unit Contracts Unit</b>	<b>Section/Unit BCTC</b>
<b>Attention: Heather Camp</b>	<b>Attention: Lieutenant Zachary Hall</b>
<b>Address: 1601 Alhambra Boulevard Sacramento, CA 95816-7083</b>	<b>Address: 3423 Davis Avenue, Suite A Riverside, CA 92518</b>
<b>Phone: (916)227-3937</b>	<b>Phone: (951)486-2919</b>
<b>Email: heather.camp@post.ca.gov</b>	<b>Email: zhall@riversidesheriff.org gllllbr@riversidesheriff.org</b>

# EXHIBIT A, ATTACHMENT I

# HOURLY DISTRIBUTION

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## Course Hourly Distribution Schedule

[<< Course Summary](#)

Course: DRIVER TRAINING-SIMULATOR - 20985

Presenter: RIVERSIDE COUNTY SHERIFF'S DEPT. (2200)

### 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**

[Return to top of page](#)

Day 1

Start	End	Subject
0800	0810	Introduction/Registration
0810	0830	Training Philosophy
0830	0900	Simulator Introduction/Simulator Orientation Exercise
0900	0930	Collision Avoidance
0930	1000	Simulator Exercises
1000	1030	Emergency Vehicle Operations: Code-3/Policy and Procedures
1030	1100	Simulator Exercises
1100	1130	Emergency Vehicle Operations: Pursuit/Policy and Procedures
1130	1200	Simulator Exercises



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## Course Hourly Distribution Schedule

[<< Course Summary](#)

Course: FORCE OPTION-SIMULATOR - 21065

Presenter: RIVERSIDE COUNTY SHERIFF'S DEPT. (2200)

### POST Consultant Review

Current Attachment Status: **Approved**

### 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**

[Return to top of page](#)

Day 1

Start	End	Subject
1300	1310	Introduction, Registration, and Pre-Test
1310	1400	Penal Code and Case Law
1400	1410	Weapon Safety
1410	1430	Examination
1430	1630	Practical Application Simulator Scenarios
1630	1700	Course Evaluation and Review

**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 \$266,800.00, 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:

- a. LEDS and/or FOS Course at a per student rate of \$92.00.  
(*Estimated number of reimbursable students = 2,900 x \$92.00 = \$266,800.00*)

- 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.