

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

459



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

**SUBMITTAL DATE:**  
03/23/10

**SUBJECT:** Agreement to Reimburse the County for the Provision of Train the Trainer Courses 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 Train the Trainer courses at the Ben Clark Public Safety Training Center (BCTC), 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). POST reimburses the County for each officer that attends the training courses. In addition, POST reimburses the County to train its own instructors for the courses.

Pursuant to the proposed POST Agreement, during the period from 3/1/10 to 6/30/10, BCTC will train 16 students in the 24 hour Driving Simulator Instructor course at a cost not to exceed \$478 per student, for a total course cost of \$7,648.

(Continued on Page 2) BR 10-083

*Will Taylor* for

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

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$19,184	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	FY 2009-10

<b>SOURCE OF FUNDS:</b> POST Reimbursement	<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

*Robert Tremaine*  
BY: Robert Tremaine  
Robert Tremaine

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Benoit and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Stone, Benoit and Ashley  
Nays: None  
Absent: Tavaglione  
Date: April 6, 2010  
xc: Sheriff

Kecia Harper-Ihem  
Clerk of the Board  
By: *Kecia Harper-Ihem*  
Deputy

**Prev. Agn. Ref.:** | **District:** All | **Agenda Number:**

3.65

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

FORM APPROVED COUNTY COUNSELLOR  
BY: NEAL R. KIPNIS DATE: 3/24/10

Departmental Concurrence

Dept's Recomm.:  Consent  Policy   
Per Exec. Ofc.:  Consent  Policy

BCTC will also train 16 students in the 40 hour Force Option Simulator Instructor course at a cost not to exceed \$721 per student, for a total course cost of \$11,536. County Counsel has approved the Agreement as to form. The Department is not requesting any budget adjustments.

WHEN DOCUMENT IS FULLY EXECUTED RETURN  
**CLERK'S COPY**

to Riverside County Clerk of the Board, Stop 1010  
 Post Office Box 1147, Riverside, Ca 92502-1147  
 Thank you.

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

AGREEMENT NUMBER <b>90112333</b>
REGISTRATION NUMBER <i>eP1055392</i>

- 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		
- The term of this Agreement is:
 

March 1, 2010	through	June 30, 2010
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- The maximum amount of this Agreement is:
 

\$19,184.00	Nineteen Thousand, One Hundred Eighty-four Dollars
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- 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 B – Budget Detail and Payment Provisions	-1- page
Exhibit C* – General Terms and Conditions	GTC - 307
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.dqs.ca.gov/Standard+Language](http://www.ols.dqs.ca.gov/Standard+Language)

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

CONTRACTOR	
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Riverside County Sheriff's Department	
BY (Authorized Signature) <i>Marion Ashley</i>	DATE SIGNED (Do not type) 4-6-10
PRINTED NAME AND TITLE OF PERSON SIGNING <b>MARION ASHLEY CHAIRMAN, BOARD OF SUPERVISORS</b>	
ADDRESS 3423 Davis Avenue, Suite A, Riverside, CA 92518	
STATE OF CALIFORNIA	
AGENCY NAME Commission on Peace Officer Standards and Training	
BY (Authorized Signature) <i>R.W. Reed</i>	DATE SIGNED (Do not type) 4-27-10
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 BY: NEAL R. KIPNIS DATE: 5/23/10

California Department of General Services Use Only	
<div style="border: 2px solid blue; padding: 10px; width: fit-content; margin: 0 auto;"> <p style="color: blue; font-weight: bold; margin: 0;">APPROVED</p> <p style="color: red; font-size: 1.2em; font-weight: bold; margin: 0;">MAY 13 2010</p> <p style="color: blue; font-weight: bold; margin: 0;">DEPT OF GENERAL SERVICES</p> </div>	
<input checked="" type="checkbox"/> Exempt per: <b>SCM § 4.04, 5.B.</b>	
<p style="color: blue; font-size: 0.8em;">5010 7081 - 2 6H IS: S3</p>	

ATTES:  
**KECIA HARPER-IHEM, Clerk**  
 By *Dorrian Williams*  
**DEPUTY**

APR 06 2010 3.65

JD10-00-101271

**EXHIBIT A  
 (Standard Agreement)**

**SCOPE OF WORK**

The Riverside County Sheriff's Department (Contractor) agrees to provide for the Commission on Peace Officer Standards and Training (POST) Driving and Force Option Simulator Instructor Training to qualified law enforcement personnel.

1. Each course presentation shall be in accordance with the Course Outlines, Budgets and Instructor Resumes on file at POST, which are incorporated *by reference* and are hereby made a part of this agreement.
2. Contractor agrees to train sixteen (16) students in the 24-hour Driving Simulator Instructor Course at a cost not to exceed \$478.00 per student and shall not exceed the total amount of **\$7,648.00** and shall be in accordance with the Course Budget on file at POST.
3. Contractor also agrees to train sixteen (16) students in the 40-hour Force Option Simulator Instructor Course at a cost not to exceed \$721.00 per student and shall not exceed the total amount of **\$11,536.00** and shall be in accordance with the Course Budget on file at POST.
4. Upon completion of each presentation, Contractor agrees to submit the following before payment will be authorized:
  - A. Course Roster/s; and
  - B. An invoice referencing the contract number, the total number of full-time, on-duty POST reimbursable students who attended the presentation, and the authorized per student rate.
5. 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 instructors from POST reimbursable agencies. Contractor may charge a tuition to those students based on the per student rate of \$478.00 for the Driver simulator Instructor Course and \$721.00 for the Force Options Simulator Instructor Course.
6. The Project Representatives during the term of this agreement will be:

State Agency: Commission on POST	Contractor: Riverside County Sheriff's Department
Name: Gary Sorg	Name: Lieutenant Terry Wood
Phone: (916) 227-4887	Phone: (951) 486-2930
Fax: (916) 227-4011	Fax: (951) 486-2992

7. Direct all inquiries to:

State Agency: Commission on POST	Contractor: Riverside County Sheriff's Department
Section/Unit: Contracts Unit	Section/Unit:
Attention: Anita Kepley	Attention: Lieutenant Terry Wood
Address: 1601 Alhambra Boulevard Sacramento, CA 95816-7083	Address: 3423 Davis Avenue, Suite A Riverside, CA 92518
Phone: (916) 227-3937	Phone: (951) 486-2930
Fax: (916) 227-3895	Fax: (951) 486-2992

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Invoicing and Payment**

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified herein
- B. Invoices shall include the Agreement Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

Commission on POST  
Accounting Section  
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 by mutual written consent.

**3. Cancellation Clause**

POST reserves the right to cancel this agreement subject to 30 days written notice to Contractor. Contractor may submit a written request to cancel this agreement only if POST should substantially fail to perform its responsibilities as provided herein.

**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.

**5. Travel**

Travel expenses and per diem related to the services provided under this agreement are subject to prior approval by the POST representative, and shall not exceed the rates paid to State non-represented/excluded employees.

**Rate information may be viewed at [www.dpa.ca.gov/personnel-policies/travel/hr-staff.htm](http://www.dpa.ca.gov/personnel-policies/travel/hr-staff.htm)**

**6. Subcontracting (if applicable)**

Contractor is expected to perform the work contemplated with the resources available within its own organization. Subcontracting of work pertinent to this Agreement shall be upon prior written consent by POST and subject to the permissive conditions set forth in the State Contracting Manual Section 3.06.

Based on "reasonable effort" to the best of its ability, Contractor warrants, represents and agrees that it and its subcontractors, employees and representative shall at all times comply with all applicable State contracting laws, codes, rules and regulations in the performance of this Agreement.

Contractor shall notify POST immediately upon termination of any such subcontract(s).

# RESOLUTION

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3 **BE IT RESOLVED** by the Board of Supervisors of the County of Riverside, State of  
4 California, in regular session assembled on Tuesday, April 6, 2010, that Marion Ashley, the  
5 Chairman of this Board is authorized and directed to execute on behalf of said County the  
6 State Standard Agreement No. 90112333 between Riverside County and California  
7 Commission on Peace Officer Standards and Training providing: reimbursement to the County  
8 for the provision of Train and Trainer courses at the Ben Clark Public Safety Training Center.  
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12 Roll Call:

13 Ayes: Buster, Stone, Benoit and Ashley  
14 Nays: None  
15 Absent: Tavaglione  
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22 The foregoing is certified to be a true copy of a resolution duly adopted by said Board  
23 of Supervisors on the date therein set forth.

24 KECIA HARPER-IHEM, Clerk of said Board

25 By:   
26 Deputy