

693



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

**FROM:** Stanley Sniff, Sheriff - Coroner - PA

**SUBMITTAL DATE:**  
04/19/10

**SUBJECT:** Acceptance of a High Intensity Drug Trafficking Areas (HIDTA) Program Grant;  
amend Ordinance No. 440 pursuant to Resolution No. 440-8832.

**RECOMMENDED MOTION:** Move that the Board of Supervisors:

1. Approve acceptance of a High Intensity Drug Trafficking Areas (HIDTA) grant award in the amount of \$1,396,405, and authorize the Sheriff to sign the grant application documents and award agreement on behalf of the Board.

2. Authorize the use of Strategic Contracting Services, under contract with Los Angeles County Regional Criminal Information Clearinghouse (LA CLEAR), for the provision of two Crime Analysts, at a cost not to exceed \$120,000 annually, without securing competitive bids, in accordance with Ordinance 459.4.

3. Amend Ordinance No. 440 pursuant to Resolution 440-8832 submitted herewith. Per the Resolution add the following position:

Ord. 440	Class Code	+/-	Class Title	Salary Plan	Grade	Salary
2500300000	15915	+1	Acct. Tech. I	SEU	268	\$37,212-\$48,476

BR 10-092 (Continued on Page 2)

*Barbara A. Olivier*  
Approved by Barbara A. Olivier  
Acting Asst. CEO/HR Director

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

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$698,203	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	2009-10

<b>SOURCE OF FUNDS:</b> HIDTA Grant Funding	Positions To Be Deleted Per A-30	<input checked="" type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**  
**APPROVE**  
BY: *Robert Tremaine*  
Robert Tremaine

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Benoit, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-8832 is adopted as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: May 4, 2010  
xc: Sheriff, HR, Auditor, Purchasing

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

**Prev. Agn. Ref.:** 9/1/09 3.113, 1/26/10 3.38 | **District:** ALL | **Agenda Number:**

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.70**

BY: *Neal R. Kipnis*  
NEAL R. KIPNIS  
DATE: 4/19/10  
Departmental Concurrence

Purchasing: *Mark Seller*  
Mark Seller, Assistant Director

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

**ACCEPTANCE OF HIDTA GRANT PROGRAM FUNDS FOR MULTIPLE COUNTY INITIATIVES (RMTF, INCH & INCA) BR 10-092**

**Page 2**

**BACKGROUND:** The U.S. Office of National Drug Control Policy (ONDCP) has notified the Riverside County Sheriff's Department that it has been allocated HIDTA Program funds for this year. The proposed grant award period will be from January 1, 2010 through December 31, 2011. County Counsel has approved the award documents as to form.

For over eighteen years, Riverside County has participated in the HIDTA program, which fosters cooperation among law enforcement agencies in their efforts to eliminate drug trafficking locally and nationally. The LA-HIDTA is comprised of the Los Angeles, Orange, Riverside, and San Bernardino counties. The Office of National Drug Control Policy and LA-HIDTA have confirmed that Riverside County's allocation for this grant award cycle is \$1,396,405.

Based on this award, grant funds will be distributed among the County project initiatives in the following manner:

Regional Methamphetamine Task Force (RMTF) \$395,843  
Inland Narcotics Clearing House (INCH) \$533,786  
Inland Crackdown Allied Task Force (INCA) \$466,776

No County match is required.

Operating with a focus throughout the entire LA-HIDTA region, the primary mission of the RMTF is to target major methamphetamine production, distribution, and Drug Trafficking Organizations (DTO) by investigating, disrupting, and arresting person(s) and organizations involved in illicit sales and trafficking of methamphetamine thereby improving the quality of life for all citizens, both regionally and nationally.

Statistics indicate that methamphetamine availability remains a constant concern and narcotic traffickers typically use well-established highways and pipelines to smuggle, ship and move methamphetamine and other illicit narcotics. In an effort to combat the availability of these narcotics, RMTF, using grant funds, will continue the deployment of highway interdiction team, comprised of two narcotic detecting canines and their respective handlers. These teams will be used to identify, disrupt, and arrest DTOs that regularly use these highways and trafficking routes to further their criminal enterprise(s).

In previous years, LA-HIDTA directed RMTF funding for both Riverside and San Bernardino Counties to the Riverside County Sheriff, and we would transfer San Bernardino's share to them. However, starting with this year's grant that practice has been discontinued.

INCH will also aid the task forces by providing connectivity to the Statewide Integrated Narcotics Systems (SINS). Additionally, INCH will assist by providing necessary case support and serve as a clearing house for the dissemination of narcotics related intelligence.

**ACCEPTANCE OF HIDTA GRANT PROGRAM FUNDS FOR MULTIPLE COUNTY INITIATIVES (RMTF, INCH & INCA) BR 10-092**

**Page 3**

For the first time, per this year's grant budget, Riverside County will use INCH grant funds to pay for two crime analysts. Due to the State's hiring freeze over the last few years, the Department of Justice, a partner in the clearinghouse operations, has obtained crime analyst staff members through a personnel recruiting agency, Strategic Contracting Services (SCS). The County will disburse grant funding to the LA CLEAR, a Los Angeles HIDTA task force, which is purchasing the service from SCS.

Utilization of SCS as the single source provider of this service provides the County maximum flexibility for the deployment of these grant funded positions during this period when we also have determined that the hiring of permanent positions must be curtailed. The Sheriff's Department receives trained analysts whose services can be discontinued at the term of grant funding. In addition, the Department is satisfied that the Strategic's price is reasonable. The average cost for salaries and benefits currently paid a Sheriff's Crime Analysts is \$86,024 per year. SCS will supply an analyst for approximately \$60,000 per year.

INCA, established in 1996, will support the efforts of the State Bureau of Narcotic Enforcement (BNE) in enforcing the controlled substance laws of California. The INCA task force is comprised of numerous law agencies within the jurisdiction of the LA-HIDTA. This cooperative effort, coupled with their ability to jointly work with similar Crackdown Task Forces, has proven to be highly effective in the investigation of DTOs within the region.

The grant also provides funding for an accounting staff position at the Sheriff's Special Investigations Bureau, which the Department is proposing to fill at the Accounting Technician I (AT I) level.

1 RESOLUTION NO. 440-8832

2  
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in  
4 regular session assembled on May 4, 2010, that pursuant to Section 4(a)(ii) of  
5 Ordinance No. 440, the Sheriff/Coroner/Public Administrator is authorized to make the following listed  
6 change(s), operative on the date of approval, as follows:

7 

<u>Job</u>			
<u>Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
15915	+ 1	2500300000	Accounting Technician I

8  
9  
10 ROLL CALL:

11 Ayes: Buster, Tavaglione, Stone, Benoit, and Ashley  
12 Nays: None  
13 Absent: None

14 The foregoing is certified to be a true copy of a resolution duly  
15 adopted by said Board of Supervisors on the date therein set forth.

16 KECIA HARPER-IHEM, Clerk of said Board

17 By: \_\_\_\_\_  
18 Deputy

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27 /kc  
28 04/27/10  
440 ResolutionsKC

Date: 04/13/2010  
From: Stan Sniff Department/Agency: Sheriff / SIB  
To: Board of Supervisors  
Via: Purchasing Agent  
Subject: Sole Source Procurement; Request for

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested:  
**Criminal Intelligence Analysts**

Supplier being requested:  
**Strategic Contracting Services (SCS)**

Alternative suppliers that can or might be able to provide supply/service:  
**Forfeiture Support Associates**  
**CARCO Group, Inc.**

Extent of market search conducted:  
**Staff conducted an Internet search, and sought recommendations from other intelligence support managers.**

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:  
**Utilization of SCS as the single source provider of this service provides the County maximum flexibility for the deployment of these grant funded positions during this period when we also have determined that the hiring of permanent positions must be curtailed.**

**Usage of SCS will also allow us the ability to obtain the same unique personnel and services that are provided to Los Angeles County Regional Criminal Information Clearinghouse (LA CLEAR), which is a Cal-DOJ State organization. The intelligence analysts that LA CLEAR provides through Strategic Contracting Services remain a constant necessity throughout the region. To fill these positions is a lengthy, extensive time consuming process, which if delayed can inhibit the effectiveness of the program for Riverside and San Bernardino County law enforcement.**

Reasons why my department requires these unique features and what benefit will accrue to the county:

**For continuity of the current drug enforcement effort, LA CLEAR has stressed to the Sheriff's Department the importance of retaining the contracted intelligence personnel.**

**There are no costs to the county for the recruitment, background checks, hiring or training of Strategic Contracting Services personnel. With the contract personnel, the County can immediately terminate their employment when grant funding is no longer available.**

Price Reasonableness:

**The Sheriff's Department will save money on recruitment and background checks. Further, the average cost for salaries and benefits currently paid a Sheriff's Crime Analysts is \$86,024 per year. SCS will supply an analyst for approximately \$60,000 per year.**


Does moving forward on this product or service further obligate the county to future similar contractual arrangements?

No.


  
\_\_\_\_\_  
Department Head Signature Date

Purchasing Department Comments:

Approve                      Approve with Condition/s                      Disapprove

 4-26-2010  
\_\_\_\_\_  
Purchasing Agent Date

**Executive Office of the President  
Office of National Drug Control Policy**
**Grant Agreement**

1. Recipient Name and Address Sheriff Stan Sniff Riverside County Sheriff's Department PO Box 512 Riverside, CA 92502		4. Award Number: G10LA0007A	
1A. Recipient IRS/Vendor No.: 1956000930B2 Subrecipient Name and Address		5. Grant Period: From 01/01/2010 to 12/31/2011	6. Date: 02/24/2010
2A. Subrecipient IRS/Vendor No.:		7. Action <input checked="" type="checkbox"/> Initial Supplemental	8. Supplement Number
3. Project Title Multiple		9. Previous Award Amount:	10. Amount of This Award: \$1,396,405.00
12. Special Conditions (check, if applicable) The above Grant is approved subject to such conditions or limitations as are set forth on the attached 3 pages.		11. Total Award: \$1,396,405.00	
13. Statutory Authority for Grant: Public Law 111-117			
<b>AGENCY APPROVAL</b>		<b>RECIPIENT ACCEPTANCE</b>	
14. Typed Name and Title of Approving Official Arnold R. Moorin National HIDTA Director		15. Typed Name and Title of Authorized Official Stan Sniff Sheriff Riverside County Sheriff's Department	
16. Signature of Approving ONDCP official 		17. Signature of Authorized Recipient/Date	
<b>AGENCY USE ONLY</b>			
18. Accounting Classification Code DUNS: 602420888 EIN: 1956000930B2		19. HIDTA AWARD OND10B3SE1011 OND2000000 OC4100	

FORM APPROVED COUNTY COUNSEL

BY: NEAL R. KIPNISDATE 4/12

## GRANT CONDITIONS

### A. General Provisions

1. This grant is subject to:

- OMB Circular A-87 “Cost Principles for State, Local, and Indian Tribal Governments” (or, if applicable, OMB Circular A-21 “Cost Principles for Educational Institutions”);
- OMB Circular A-102 “Grants and Cooperative Agreements with State and Local Governments” (or, if applicable, OMB Circular A-110 “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations”);
- OMB Circular A-133 “Audits of States, Local Governments and Non-Profit Institutions”;
- “Government-wide Debarment and Suspension (Non procurement),” codified at 21 CFR § 1401 et. seq.;
- “Government-wide Requirements for Drug-Free Workplace (Grants)” (codified at 21 CFR § 1401 et. seq.);
- “New Restrictions on Lobbying” (codified at 18 USC § 1903 and 31 USC § 1352).
- Nondiscrimination in Federally Assisted Programs and Equal Opportunity Plans requirements are codified at USC, Title VI (42 USC § 2000d et seq.).
- Immigration and Naturalization Service Employment Eligibility Verification Form (I-9).

2. Audits conducted pursuant to OMB Circular A-133, “Audits of State and Local Governments”, must be submitted no later than nine (9) months after the close of the grantee’s audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP

Attention: Michael Reles

GSD/RDF (202) 395-6608

Anacostia Naval Annex

Bldg 410/Door 123

250 Murray Lane, SW

Washington, DC 20509

or:

[mreles@ondcp.eop.gov](mailto:mreles@ondcp.eop.gov)



3. During the award period, grantees are required to submit the Federal Financial Reporting (FFR) report to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the grant.
5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent(s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HIDTA participants either on a collective level or on a personal level shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

**B. Special Conditions HIDTA Grants**

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance.
2. This award is subject to the requirements in ONDCP's HIDTA Program Policy and Budget Guidance.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.
6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.

7. Property acquired with these HIDTA grant funds is to be used for activities of the Los Angeles HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, you should make this equipment available to the HIDTA's Executive Board for use by other HIDTA participants.
8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

### **C. Payment Basis**

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system ([www.dpm.psc.gov](http://www.dpm.psc.gov)). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days before another advance or reimbursement will be approved.
2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

Ms. Janet Fowler  
Division of Payment Management  
Department of Health and Human Services  
5600 Fishers Lane - Room 11-33  
11th Floor - Head House Wing  
Rockville, MD 20857

4. The grantee or subgrantee may keep interest amounts up to \$100 per year for administrative purposes.

**RECIPIENT ACCEPTANCE OF GRANT CONDITIONS**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: Stan Sniff

Organization: Riverside County Sheriff's Department

FORM APPROVED COUNTY COUNSEL  
BY: Neal R. Kipnis DATE: 4/20/18

# Initiative Cash by HIDTA

FY 2010

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant#
Los Angeles	Riverside County Sheriff's Department	Inland Crackdown Allied Task Force (INCA)	466,776.00	Investigation	G10LA0007A
		Inland Narcotic Clearinghouse (INCH)	533,786.00	Intelligence	G10LA0007A
		RMTF (Riverside/San Bernardino)	395,843.00	Investigation	G10LA0007A
<b>Agency Total : Riverside County Sheriff's Department</b>			<b>1,396,405.00</b>		

**Total**

**1,396,405.00**

# Budget Detail (award letter)

2010 - Los Angeles

Initiative - Inland Crackdown Allied Task Force (INCA)

Award Recipient - Riverside County Sheriff's Department (G10LA0007A)

Resource Recipient - CA DOJ Bureau of Narcotics Enforcement - LA

*Awarded Budget (as approved by ONDCP)*

**\$1,396,405.00**

<b>Overtime</b>	<b>Quantity</b>	<b>Amount</b>
Investigative - Law Enforcement Officer		\$333,375.00
Support		\$7,500.00
<b>Total Overtime</b>		<b>\$340,875.00</b>
<b>Travel</b>	<b>Quantity</b>	<b>Amount</b>
Administrative		\$1,500.00
Investigative/Operational		\$3,496.00
Training		\$1,000.00
<b>Total Travel</b>		<b>\$5,996.00</b>
<b>Services</b>	<b>Quantity</b>	<b>Amount</b>
Aviation		\$100,080.00
Software - maintenance		\$7,500.00
<b>Total Services</b>		<b>\$107,580.00</b>
<b>Equipment</b>	<b>Quantity</b>	<b>Amount</b>
Communications - radios		\$5,000.00
Computers - desktop, laptop & notebook		\$2,000.00
Computers - peripherals & printers		\$1,325.00
Technical investigative equipment		\$4,000.00
<b>Total Equipment</b>		<b>\$12,325.00</b>
<b>Total Budget</b>		<b>\$466,776.00</b>

# Budget Detail (award letter)

2010 - Los Angeles

Initiative - Inland Narcotic Clearinghouse (INCH)

Award Recipient - Riverside County Sheriff's Department (G10LA0007A)

Resource Recipient - Riverside County Sheriff's Department

*Awarded Budget (as approved by ONDCP)*

**\$1,396,405.00**

<b>Personnel</b>	<b>Quantity</b>	<b>Amount</b>
Information Technology staff		\$100,139.00
<b>Total Personnel</b>		<b>\$100,139.00</b>
<b>Fringe</b>	<b>Quantity</b>	<b>Amount</b>
Information Technology staff	43970	\$43,970.00
<b>Total Fringe</b>		<b>\$43,970.00</b>
<b>Travel</b>	<b>Quantity</b>	<b>Amount</b>
Administrative		\$5,500.00
Investigative/Operational		\$3,500.00
Training		\$1,500.00
<b>Total Travel</b>		<b>\$10,500.00</b>
<b>Services</b>	<b>Quantity</b>	<b>Amount</b>
Communications - data lines		\$22,500.00
Contractor - Analyst - Criminal		\$313,199.00
Equipment rentals		\$2,400.00
Printing & document support		\$300.00
Shipping & postage		\$1,200.00
Subscriptions - database		\$16,500.00
Subscriptions - publications		\$200.00
Training		\$3,000.00
<b>Total Services</b>		<b>\$359,299.00</b>
<b>Equipment</b>	<b>Quantity</b>	<b>Amount</b>
Computers - desktop, laptop & notebook		\$7,878.00
<b>Total Equipment</b>		<b>\$7,878.00</b>
<b>Supplies</b>	<b>Quantity</b>	<b>Amount</b>
Office		\$10,000.00
Software - licenses		\$2,000.00
<b>Total Supplies</b>		<b>\$12,000.00</b>
<b>Total Budget</b>		<b>\$533,786.00</b>

# Budget Detail (award letter)

2010 - Los Angeles

Initiative - RMTF (Riverside/San Bernardino)

Award Recipient - Riverside County Sheriff's Department (G10LA0007A)

Resource Recipient - Riverside County Sheriff's Department

<i>Awarded Budget (as approved by ONDCP)</i>		<i>\$1,396,405.00</i>
<b>Personnel</b>	<b>Quantity</b>	<b>Amount</b>
Financial Staff		\$48,476.00
<b>Total Personnel</b>		<b>\$48,476.00</b>
<b>Fringe</b>	<b>Quantity</b>	<b>Amount</b>
Financial staff	20850	\$20,850.00
<b>Total Fringe</b>		<b>\$20,850.00</b>
<b>Overtime</b>	<b>Quantity</b>	<b>Amount</b>
Investigative - Law Enforcement Officer		\$141,867.00
<b>Total Overtime</b>		<b>\$141,867.00</b>
<b>Travel</b>	<b>Quantity</b>	<b>Amount</b>
Administrative		\$9,000.00
Investigative/Operational		\$2,500.00
Training		\$5,000.00
<b>Total Travel</b>		<b>\$16,500.00</b>
<b>Services</b>	<b>Quantity</b>	<b>Amount</b>
Communications - mobile phones & pagers		\$36,000.00
Communications - office phones		\$600.00
Service contracts		\$4,500.00
Subscriptions - publications		\$550.00
Training		\$7,500.00
Vehicle lease - specialty		\$57,000.00
<b>Total Services</b>		<b>\$106,150.00</b>
<b>Equipment</b>	<b>Quantity</b>	<b>Amount</b>
Technical investigative equipment		\$15,000.00
Technical investigative equipment - audio		\$500.00
<b>Total Equipment</b>		<b>\$15,500.00</b>
<b>Supplies</b>	<b>Quantity</b>	<b>Amount</b>
Investigative/operational		\$43,500.00
Office		\$3,000.00
<b>Total Supplies</b>		<b>\$46,500.00</b>
<b>Total Budget</b>		<b>\$395,843.00</b>