

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

25-81

SAP Number

Sheriff/Coroner/Public Administrator

Department Contract Representative	Kelly Welty, Chief Deputy Director of Sheriff's Administration
Telephone Number	(909) 387-0640
Contractor	United States Marshals Service
Contractor Representative	Ana Chavez
Telephone Number	(323) 727- 8559
Contract Term	10/24/2024 – 09/30/2025
Original Contract Amount	\$550,000
Amendment Amount	-----
Total Contract Amount	\$550,000
Cost Center	4438001000
Grant Number (if applicable)	800352

Briefly describe the general nature of the contract:

Reimbursement Agreement (JLEO-25-0044) with the United States Marshals Service in the amount of \$550,000 for participating in the Joint Law Enforcement Operations Task Force whereby the Sheriff/Coroner/Public Administrator's Department will be reimbursed for overtime costs related to participation in the Pacific Southwest Regional Fugitive Task Force for the period of October 24, 2024 through September 30, 2025.

FOR COUNTY USE ONLY

Approved as to Legal Form

A blue ink signature of Grace B. Parsons.

Grace B. Parsons, Deputy County Counsel

Date **01/17/2025**

Reviewed for Contract Compliance

►

Date

Reviewed/Approved by Department

A blue ink signature of Kelly Welty.

Kelly Welty, Chief Deputy Director of Sheriff's
Administration

Date **01/17/2025**

INSTRUCTIONS: See last page for detailed instructions.

SECTION 1: OBLIGATION

DOCUMENT CONTROL #: JLEO-25-0044

SECTION 2: PARTICIPATING AGENCIES

Notification to state and local agencies of funding provided in support of Joint Law Enforcement Operations, pursuant to the Memorandum of Understanding (MOU) between:

San Bernardino County, CA Sheriff's Department

and

PSWRFTF

All other terms and conditions of the MOU remain the same.

SECTION 3: PERIOD OF PERFORMANCE

October 24, 2024

to

September 30, 2025

SECTION 4: APPROPRIATION DATA

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2025	A3401	AFF-B-OP	JLEOTFS1	25205 - TFO Overtime	\$550,000.00

Total Obligation Amount: **\$550,000.00**

SECTION 5: DESCRIPTION OF OBLIGATION

Task Force Overtime Reimbursement FY 2025

TIN: 95-6002748, UEI: MLBXC2C6AEX1, ORI: CA036023A, Vendor Name: San Bernardino County Sheriffs Department

SECTION 6: CONTACT INFORMATION

DISTRICT/RFTF CONTACT:

Name: Ana Chavez

Phone: (323) 727-8559

E-mail: PSW.JLEO@usdoj.gov

STATE/LOCAL CONTACT:

Name: Jenee' Haliburton

Phone: (909) 387-3725

E-mail: jhaliburton@sbcscd.org

SECTION 7: AUTHORIZATION

USMS Representative - Certification of Funds:

Signature: SANDEE BURKEMPER

Digitally signed by SANDEE BURKEMPER
Date: 2024.11.26 08:36:11 -05'00'

Date: 11/26/2024

Sandee Burkemper, Chief, DIB Financial Management

Chief Deputy or RFTF Commander - Obligation Approval:

Signature: MICHAEL SANFORD

Digitally signed by MICHAEL SANFORD
Date: 2024.11.26 11:19:57 -05'00'

Date: 11/26/2024

Michael Sanford, Regional Fugitive Task Force Chief

Reimbursement of overtime work shall be consistent with the Fair Labor Standards Act. Annual overtime for each state or local law enforcement officer is capped at the equivalent of 25% of a GS-1811-12, Step 1, of the general pay scale for the RUS. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted monthly or quarterly on a fiscal year basis, and which provides the names of the investigators who incurred overtime for the Task Force during the quarter; the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator.

Departmental Representative - Acknowledgement:

Signature: Shannon D. Dicus, Sheriff-Coroner

Date: _____

Signature, Print Name, and Title

FORM USM-607 INSTRUCTIONS

The Joint Law Enforcement Operations Task Force Obligation Document is designed to provide district and regional fugitive task forces with one standard obligating form to record new obligations in UFMS. To adjust funding in an existing obligation, please refer to Form USM-607A, Joint Law Enforcement Operations Task Force Modification Document. Funding in support of the JLEO mission is pursuant to the existing Memorandum of Understanding (MOU) between the USMS and the JLEO participant. Reimbursements are subject to the availability of funds and contingent upon the submission of proper documentation. Please note that overtime reimbursements require the submission of agency invoices and supporting documentation on a quarterly basis.

In the event that the USMS will use a payment method OTHER than reimbursement directly to the state or local agency, additional guidance will be provided by USMS Headquarters. The district or RFTF office is responsible for communicating payment procedures to their partnering agencies. All payments are made via Electronic Funds Transfer (EFT) through the U.S. Department of Treasury.

SECTION 1: Obligation Number

- A. Enter UFMS Document Control Number.

SECTION 2: Participating Agencies

- A. BOX 1: Enter name of state or local JLEO participating agency.
- B. BOX 2: Use drop down menu to select appropriate USMS District/RFTF.

SECTION 3: Period of Performance

- A. Insert valid period of performance for the obligation. Obligations created using the one-page JLEO Task Force Obligation Form may not cross fiscal years. If there is a need to cross fiscal years, please utilize a Purchase Order for the obligation.
- B. Period of performance must begin no earlier than the date of funds availability (provided by IOD and the Asset Forfeiture Division) and end no later than September 30 of the following calendar year.

SECTION 4: Appropriation Data

- A. Enter information across appropriate field for all items being obligated. All fields for a line item must be completed in order to proceed to the next step.
- B. Project Codes: District task force obligations are funded under the **JLEOTFS4** project code for a JLEO obligation. RFTF project codes have been assigned by region and will be entered by Headquarters IOD staff.

SECTION 5: Description of Obligation

- A. Enter description of obligation (optional). Include any pertinent information such as number of TFO vehicles, for example.

SECTION 6: Contact Information

- A. Enter District/RFTF contact information (Box 1) and State/Local contact information (Box 2).

SECTION 7: Authorization

- A. Certification of Funds: Signature will be applied by USMS District official or IOD representative (RFTF) after the Asset Forfeiture Division has confirmed that funds have been moved into the budget.
- B. Obligation Approval: Signature will be applied by District or RFTF representative upon receipt of obligation document. To ensure sufficient internal controls and proper segregation of duties, the district/RFTF representative approving obligation forms cannot also approve invoices or reimbursements related to the same obligation. (See U.S. Office of Management and Budget (OMB) Circular A-123 and USMS Office of Finance guidance for further information regarding internal controls.)
- C. Acknowledgement: Signature will be applied by state or local agency representative. The obligation is not valid until all parties have signed. When completed, the form will be returned to the District/RFTF office. Districts are responsible for entering obligations into UFMS. RFTF obligations will be forwarded to Headquarters IOD to be entered into UFMS.