

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



**Contract Number**

**94-522 A-41**

**SAP Number**

**N/A**

### Sheriff/Coroner/Public Administrator

<b>Department Contract Representative</b>	Kelly Welty, Chief Deputy Director of Sheriff's Administration
<b>Telephone Number</b>	(909) 387-0640
<b>Contractor</b>	City of Highland
<b>Contractor Representative</b>	Penny Lilburn, Mayor
<b>Telephone Number</b>	(909) 864-6861
<b>Contract Term</b>	07/01/2024 through 06/30/2025
<b>Original Contract Amount</b>	\$13,040,261
<b>Amendment Amount</b>	-----
<b>Total Contract Amount</b>	\$13,040,261
<b>Cost Center</b>	4413161000

**IT IS HEREBY AGREED AS FOLLOWS:**

#### **AMENDMENT No. 41**

Effective July 1, 2024, Contract No. 94-522 to provide law enforcement service to the City of Highland is hereby amended by replacing Schedule A referred to in Section II. CONSIDERATION, with the Schedule A attached hereto and incorporated herein by this reference.

Except as amended, all other terms and conditions of this Contract remain as stated therein.

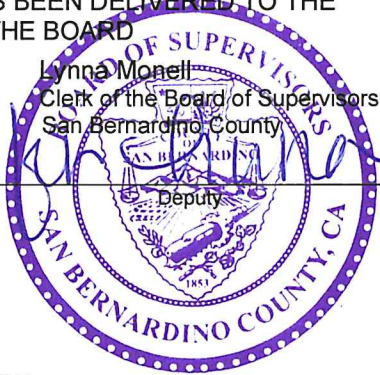
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SAN BERNARDINO COUNTY

► *Dawn Rowe*  
Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 25 2024  
SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

By *Janni Monell*  
Janni Monell  
Clerk of the Board of Supervisors  
San Bernardino County  
Deputy



City of Highland  
*(Print or type name of corporation, company, contractor, etc.)*

By ► *Penny Lilburn*  
*(Authorized signature - sign in blue ink)*

Name Penny Lilburn  
*(Print or type name of person signing contract)*

Title Mayor  
*(Print or Type)*

Dated: 5-28-24

Address 27215 Base Line  
Highland, CA 92346

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
► *Grace B. Parsons*  
Grace B Parsons, Deputy County Counsel

Date 06/05/24

Reviewed for Contract Compliance  
► \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department  
► *Kelly Welty*  
Kelly Welty, Chief Deputy Director of Sheriff's Administration

Date 6/6/24

**SCHEDULE A  
Law Enforcement Services Contract  
City of Highland  
2024-25**

**CHANGE: Add 1 Deputy Sheriff and 2 MDCs**

<u>LEVEL OF SERVICE</u>	<u>FY 2024-25</u> <u>COST</u>
1.00 - Captain	\$ 568,555 <sup>1</sup>
1.00 - Lieutenant	406,966 <sup>1</sup>
6.00 - Sergeant	1,991,460 <sup>1</sup>
3.00 - Detective/Corporal	847,152 <sup>1</sup>
25.00 - Deputy Sheriff Tier 2	5,909,050 <sup>1</sup>
4.00 - Sheriff's Service Specialist	365,456 <sup>1</sup>
1.00 - Secretary	83,503 <sup>1</sup>
4.00 - Office Specialist	354,364 <sup>1</sup>
14.00 - Marked Unit	303,976 <sup>2</sup>
7.00 - Unmarked Unit	79,758 <sup>2</sup>
1.00 - Mini Van	10,428 <sup>2</sup>
2.00 - Command Staff Vehicle	31,556 <sup>2</sup>
3.00 - Pickup truck	33,509 <sup>2</sup>
2.00 - Citizen Patrol Truck	16,830 <sup>2</sup>
1.00 - Citizen Patrol Donated SUV (Equip & Comm Only)	2,480 <sup>3</sup>
Dispatch Services	608,653 <sup>1</sup>
61.00 - HTs (Amortization, Access & Maintenance)	93,574
2.00 - Additional MDCs	2,481
34.00 - Taser Replacement (Amortized over 5-years)	11,424
Administrative Support	61,748
Office Automation	148,951
Body Worn Cameras	46,235
Vehicle Insurance	57,374
Personnel Liability & Bonding	740,785
Workers' Comp Experience Modification	74,188
County Administrative Cost	185,312
Startup Cost	4,493
<b>Cost for FY2024-25</b>	<b>\$ 13,040,261 <sup>1</sup></b>

**Monthly Payment Schedule**

1 <sup>st</sup> payment due July 15, 2024:	\$1,086,693
2 <sup>nd</sup> through 12 <sup>th</sup> payments due the 5 <sup>th</sup> of each month:	\$1,086,688

<sup>1</sup> Personnel costs include salary and benefits and are subject to change by Board of Supervisors' action. Changes in salary and benefit costs will be billed to the City on a quarterly invoice.

<sup>2</sup> Vehicle costs do not include fuel and maintenance. The City is responsible for fuel, repair and maintenance of all contract vehicles, including collision damage. All fuel, repair and maintenance costs incurred by the County will be billed to the City on a quarterly invoice.

<sup>3</sup> No replacement cost is included for grant funded or donated vehicles.

<sup>4</sup> Services and supplies will be billed to the City on a quarterly invoice.

<sup>5</sup> Grant funded, donated and non-replaceable vehicles will incur a vehicle insurance and equipment connection cost for the period the vehicle is in use.

**SCHEDULE A  
Law Enforcement Services Contract  
City of Highland  
2024-25**

Additional Costs Billed Quarterly:

The City will be billed on a quarterly basis for the following items:

- Increase to salaries and benefits resulting from Board of Supervisors-approved changes to Memorandums of Understanding with the County's various employee organizations.
- Actual overtime cost.
- Actual on-call cost (on call pay for safety employees for 2024-25 is \$195 per week)
- Actual cost of vehicle fuel, repair and maintenance, including the cost of collision repair.
- Actual services for services and supplies.

**LEVEL OF SERVICE SUMMARY**

**SAFETY:**

Captain	-	1.00
Lieutenant	-	1.00
Sergeant	-	6.00
Detective/Corporal	-	3.00
Deputy Sheriff Tier 2	-	25.00
		<u>36.00</u>

**GENERAL:**

Sheriff's Service Specialist	-	4.00
Secretary I	-	1.00
Office Specialist	-	4.00
Dispatchers	-	4.15
		<u>*13.00</u>

**VEHICLES:**

Marked Patrol Units	-	14.00
Safety Unmarked Units	-	7.00
Command Staff Units	-	2.00
Unmarked Units Non-code (Van)	-	1.00
Pickup Trucks	-	3.00
Citizen Patrol	-	2.00
Donated Vehicles-Ins Only	-	9.00 *
		<u>38.00</u>

**DONATED VEHICLES LIST:**

Citizen Patrol SUV	-	1.00 *
Command Post	-	1.00 *
Light Tower Trailer	-	2.00 *
Utility Trailer-Smart	-	1.00 *
Utility Trailer-Zieman	-	1.00 *
Utility Trailer-Mighty Mover	-	1.00 *
Kawasaki UTV	-	1.00 *
Polaris Ranger	-	1.00 *
		<u>9.00 *</u>

\* (Included for insurance costs only)