

Village of Augusta

Augusta Michigan

Date: July 11, 2019

Chairperson Greg Huggett

Dear Greg Huggett,

The Village of Augusta is interested in working with Ross Township in providing police coverage with Ross Township. The Village of Augusta is located within in Ross Township. The population of Augusta is approximately 1,000 which makes up about $\frac{1}{4}$ of the population in Ross Township. This would seem to make sense in providing police services to all the residents of Ross Township in a cost effective manner.

I have only had this request for a short time and have not been able to share the information with the Village Board and would require that a formal contract be worked out with the Village and Township Board. Please view this as an estimate of the possible cost per your request.

I'm estimating that the all inclusive cost for a 40-hour Officer with wages, and insurance etc. would be about \$97,000.00.

We also estimated that a cost for 60 hours with wages, insurance, etc. would around \$135,000.

The estimate the cost for 80 hours of coverage for wages, and insurance, etc. would be \$172,000.00.

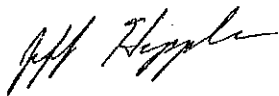
I have meet with the Central dispatch and their policy is that cars are to be dispatched in their area only except if it is a major emergency. Any request for assistance outside of Augusta and Ross Township would need to be reviewed by the Chief. The Village would also have its police officers respond to calls in Ross Township if the Ross Township car was not on duty. We would work to assign officer time to cover the hours that are need based on the amount of time that is provided in the agreement that would be worked out. We also would work with both the Township Supervisor and or Police committee as to flexibility in work time.

We would also like to talk about having this car posted at the Ross Township hall and the officer would start and end there shift at that location.

The Village of Augusta has a police committee of three member of the board and the police chief. We would like to talk with Ross Township that if they would want to create a contract with the Village for police service that we would add possible two member for Ross Township. This would be similar to the Fire Board that has been in operation between The Village of Augusta and Ross Township at this time.

If you need more information please feel free to contact me at the Augusta police department 269-731-4338.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Heppler". The signature is cursive and somewhat stylized.

Jeff Heppler

Augusta Police Chief

*PROPOSAL TO PROVIDE LAW ENFORCEMENT SERVICES
FOR ROSS TOWNSHIP
BY THE VILLAGE OF RICHLAND POLICE DEPARTMENT*

July 10, 2019

Dear Ross Township Law Enforcement Committee,

The Village of Richland is committed to the safety and security of all citizens of the Village of Richland, Gull Lake Schools and the entire Gull Lake area. The Village of Richland Police Department provides outstanding law enforcement services and has a very well trained and experienced staff. Along with the mandated law enforcement training, all of the Village of Richland officers are extensively trained in community policing, crisis intervention training, criminal investigations, mental health training, defensive tactics, narcotics, firearms and many more valuable trainings, and are more than qualified to provide excellent law enforcement services for Ross Township.

Boat patrol services for Gull Lake, all water patrols and all water rescues are State mandated to be the jurisdiction and legal responsibility of Kalamazoo County Sheriff's Department. This is also true for general road patrol and law enforcement services to all non-contracted and contracted townships, which is already paid for by all county taxpayers. Taxpayer dollars also already pay for the Kalamazoo County/Kalamazoo City Crime Lab, Criminal Investigations, Emergency Services, etc.

Officers from the Village of Richland have often taken calls for service in Ross Township while assisting the Kalamazoo County Sheriff's Office, State Police or have taking the original call for service due to lack of coverage and man power in Ross Township. Our goal is to provide better police coverage, have higher visibility as a deterrent to crime and reduce the cost for law enforcement services by partnering with the Village of Richland.

The Village of Richland is submitting a proposal to provide law enforcement services for Ross Township, per the request of Ross Township. Please make note that these contracted services are provided above and beyond the basic road patrol and criminal investigative services that the Kalamazoo County Sheriff's Department is mandated to provide to all residents of Kalamazoo County.

The following is the financial proposal and breakdown for Law Enforcement services provided to Ross Township by the Village of Richland Police Department.

- *40 hours weekly of road patrol and law enforcement service*
- *80 hours weekly of road patrol and law enforcement service*
- *60 hours weekly of road patrol and law enforcement services can be quoted upon request of Ross Township*

- (40) Hours of Weekly Coverage= \$108,495

This is (40)+ hours of law enforcement and road patrol services each week of the calendar year, for a total of 2080+ hours. These 2080+ hours are to be dedicated to Ross Township patrols and law enforcement activities, not to other contracts or outside interests. All vacations, sick leave and time off are *not* included in the dedicated (40) hours of service. These hours of service are on a monthly schedule chosen by the Ross Township Supervisor or Law Enforcement board in 8, 10 or 12 hour increments. The Village of Richland dedicated patrol unit will also provide response to priority calls and calls in waiting for service above and beyond the (40) hours. When there is not a dedicated Richland unit available beyond the contracted (40) hours, the Kalamazoo County Sheriff's Department is required to respond, along with Michigan State Police when available.

- (80) Hours of Weekly Coverage= \$198,775

This is (80)+ hours of law enforcement and road patrol services each week of the calendar year, for a total of 4160+ hours. These 4160+ hours are to be dedicated to Ross Township patrols and law enforcement activities, not to other contracts or outside interests. All vacations, sick leave and time off are *not* included in the dedicated (40) hours of service. These 4160+ hours of service are on a monthly schedule chosen by the Ross Township Supervisor or Law Enforcement board in 8, 10 or 12 hour increments. The Village of Richland dedicated patrol unit will also provide response to priority calls and calls in waiting for service above and beyond the (80) hours. When there is not a dedicated Richland unit available beyond the contracted (80) hours, the Kalamazoo County Sheriff's Department is required to respond, along with Michigan State Police when available.

The Village of Richland is just 1.5 miles from Ross Township and officers are accustomed to responding to calls in Ross Township over the years. The response time from the **Village of Richland dedicated unit** will be upon dispatched, and clear of The Village of Richland calls. The response time for the dedicated **Ross Township contract unit** will be immediate and will respond as soon as dispatched.

Due to the fact that Ross Township is a summer boating and golfing destination, hours can be reasonably flexible from less hours of coverage in the colder months and more hours of coverage in the warmer months, if requested by Ross Township. The Village of Richland can also provide a (60) hour weekly quote if needed.

(40)+ Hours of Weekly Coverage Breakdown: \$108,495

Hourly Rate: \$52,000 at \$25 per hour

Benefits: \$22,012 Retirement/ Medical/ Vacation/ Sick, etc.

Equipment/ Supplies: \$21,960 Vehicle, vehicle fuel, vehicle maintenance, vehicle equipment, uniforms, gear, body armor, training, etc.

Clerical: \$4200 Police clerk services for paperwork and court documents.

Insurances: \$8,323 General Liability, Workers Comp, Law Enforcement Insurances, Vehicle Insurances, etc.

(80)+ Hours of Weekly Coverage Breakdown: \$198,775

Hourly Rate: \$52,000 per officer x (2) = \$104,000 at \$25 per hour

Benefits: \$44,024 Retirement/ Medical

Equipment/ Supplies: \$35,916 Patrol vehicle, vehicle fuel, vehicle maintenance, vehicle equipment, uniforms, gear, body armor, training, etc.

Clerical: \$5,500 Police clerk services for paperwork and court documents.

Insurances: \$9,335 General Liability, Workers Comp, Law Enforcement Insurances, Vehicle Insurances, etc.

Proposal Highlights and Benefits of Local Law Enforcement

- All proposal pricing, will **not**, increase due to pay increases, or due to years of officer service (seniority) during the duration of the annual contract.
- Officer vacation, sick and time off does **not** affect the contracted service hours per week as agreed upon.
- All general, workers compensation, vehicle insurance and liability for law enforcement services is paid for by the Village of Richland in this contract and has already been authorized by the insurance provider
- 40 or 80 hours per week of coverage means 40 or 80 hours of coverage in Ross Township for Ross Township, unless there is an exigent circumstance.
- Faster response times to calls for service due to close proximity to the Village of Richland, during and after contract hours.
- Major reduction in costs for law enforcement services, due to partnering with local law enforcement agency.
- Ross Township supervisor or Law Enforcement board will choose the reasonable schedule worked by the contracted officer, in increments of 8,10 or 12 hour shifts.
- Response to calls for service by the Ross Township contract officer will be immediate upon dispatch.
- Response from the dedicated Richland Village unit, outside of the contracted hours, will be upon dispatched and when clear of Richland calls.
- If the Richland dedicated unit is not available, Kalamazoo County Sheriff's Department is required to respond.
- Board members, many citizens, business owners and employees will have 24 hours access to the Chief of Police and the Officers that serve the Ross Township area.
- Some officers not only work in our community, they also live in this community and have families and friends in the community.
- Ross Township contracted Officers will patrol all roadways in Ross Township each day of the contracted hours.
- The Ross Township Supervisor, Law Enforcement Board and Board of Commissioners will decide **how** and **if** they would like traffic enforcement or more of a visual patrol as a deterrent to crime. (ie. Community Policing)
- All Richland Officers and Ross Township contracted Officers will be proficient in the roadways, businesses and citizens of Ross Township for double redundancy.

Please feel free to contact me with any questions, or to sit down and discuss a tailored law enforcement service for Ross Township. I can be reached on my cell phone at 269-998-9167 or Office phone 269-629-4807.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jeffery A. Mattioli". The signature is fluid and cursive, with a large initial "J" and "M".

Chief Jeffery A. Mattioli
Village of Richland Police Department

Approved by,

A handwritten signature in black ink, appearing to read "David Greve". The signature is fluid and cursive, with a large initial "D" and "G".

David Greve
Village of Richland Board President



Kalamazoo County Sheriff's Office

1500 Lamont
Kalamazoo, Michigan 49048
(269) 385-6173

Sheriff

RICHARD C. FULLER III

Undersheriff

JAMES E. VANDYKEN

July, 11th, 2019

Mr. Rob Baker

Ross Township Supervisor

12086 M-89

Richland, MI 49083

Dear Mr. Baker,

I write to you today to discuss the letter I received addressing a Request For Proposal (RFP) penned by a Ross Township Police Committee member, Mr. Chairperson Greg Huggett. The letter was dated July 3, 2019 and it was received at the Sheriff's Office on July 8th, 2019.

The letter advises me to consider a request for proposal for law enforcement coverage for Ross Township. The letter further goes on to politely ask for a written proposal by July 12th, 2019.

While the format presented does not mirror any RFP process we have been a part of in the past, given the short turn around request, we have worked hard this week to provide you with something in a format which can be used.

The RFP required by Kalamazoo County Government contains a list of specific items and opportunities for communication during the process. This is used to clarify the requesting agency's Goals, Scope of Work, Target Schedule, Project Budget, and Questions all bidder providers must answer in order to be considered. There are also Standard Terms and Conditions, and Bidding Instructions. I will attempt to address the above items with our answer. Any questions the bidders have are normally submitted to the Purchasing Department for Q & A posting so that everyone has the same information. No questions are answered by phone.

It is my hope that we are able to glean enough information from the letter you provided and to answer the questions you have.

Goal: It is the goal of the Kalamazoo County Sheriff's Office to continue serving the Ross Township citizens and visitors through a Police Protection Agreement (PPA) serving as the primary police agency providing police services.

Scope of Work: Being unfamiliar with your budget, we will contract for any number of Deputies you request at a cost directly related to the items currently as part of our 2019 Police Contract currently with Ross Township.

The hours and days of work are subject to conversations and desires of the township. We have always shared the schedules and will continue to work collaboratively.

As part of any Police Protection Agreement our partners receive the added benefit of Clerical Work, Warrant Pickups, Court Arraignments, Administrative Services, Human Resources Services, Marine Patrol Services, FOIA Services, Criminal Investigations (Detectives), Vehicle and Equipment Technical Support, Command Staff Liaison Officer attending the Monthly Meetings, Statistical Reports, Computer / Cell Phone Forensic Investigator, Liability Insurance. This list is merely a partial list, but the last item I will mention is 24 hours / On Duty Supervision.

The first question you have regarding the 40 and 80 Hours of police coverage for Ross Township is looking for the cost. The Kalamazoo County Sheriff's Office is your primary police agency 24 hours 7 days a week due to the fact you have no established Township Police Agency with its own police command structure. You have contracted for an additional 40 hours of service through our PPA.

Regarding the question about percentage of time in the township, the deputy assigned works like any other police agency personnel. They work principally within the boundaries of the township and will not be deployed by the Sheriff outside the said boundaries, except in case of general public emergencies and respond to calls for service in the Ross Township Community with the occasional emergency response to assist other police agencies such as, Richland Village Police Department, Augusta Police Department, and any other police agency needing emergency mutual aid or in need of immediate assistance. The PPA we have in place specifically addresses the vacation time and sick time.

In the current PPA the Sheriff's Office provides suitable replacement anytime the deputy is gone (5) days or more, or there is a reduction in the township's payment.

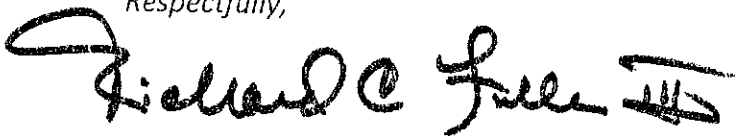
We do not track a maximum average response time for all calls. Specific response time is considered on a case by case basis and is very dependent on type and priority each call is assigned.

The Kalamazoo County Sheriff's Office has faithfully fulfilled your need for a primary police agency through our general patrol and the Police Protection Agreement continually for the past 16 plus years and look forward to the continued opportunity.

Attached to this letter is a copy of the 2019 cost associated with the current contract. The only increase anticipated in 2020 would be related to the Deputy Sheriff's Contract we are currently negotiating. Another item which may or may not increase in the 2020 PPA's, is the cost of the Deputy which will now be directly related to the assigned Deputy's base pay. If the Deputy who bids to work in Ross Township makes less than the top paid Deputy currently assigned to you, the cost will be less.

Please get with me as soon as possible should you have any questions.

Respectfully,

A handwritten signature in black ink that reads "Richard C. Fuller III". The signature is written in a cursive style with a large initial "R" and a stylized "III" at the end.

Sheriff Richard C. Fuller III

Kalamazoo County Sheriff's Office
2019 Police Protection Agreement Cost

Personnel Costs: (40 hours/Week)

PER DEPUTY

Officer's base pay	70,932
Overtime/Holiday expectations (10%)	7,093
Benefit Allocation	42,134
Officer equipment	1,634
Equipped car	
Dispatch	
Additional direct costs (fuel, training, maint.)	4,195
Clerical costs	
Supervisory costs	
Indirect cost (ins., departmental, admin.)	
Total Township Cost	<hr/> 125,988 <hr/>

RCFIII

RCF III
7/11/19