

City of Burien, Washington Contract Routing Sheet

Name of Contracting Party: King County Sheriff/Police

Project Name/Description: Final Adopted 2014 Cost Exhibit B

Contract Amount: \$ 10,620,196
(Include Contractor's Proposal Amount and Sales Tax)

Type of Contract:

<input type="checkbox"/> Architectural/Engineering <input type="checkbox"/> From Engineering Roster <input type="checkbox"/> Advertised Bidding Done <input type="checkbox"/> Professional Services (Non-Engineering) <input type="checkbox"/> 3 Bids received <input type="checkbox"/> Direct Negotiation	<input type="checkbox"/> Construction <input type="checkbox"/> Informal Bidding Process Done-3 bids (less than \$20,000/\$35,000) <input type="checkbox"/> From Small Works Roster (\$20,000/35,000 to \$100,000) <input type="checkbox"/> Competitive/Advertised Bidding Done (Over \$100,000) <input type="checkbox"/> Other: _____	<input type="checkbox"/> Human Services/Arts & Culture/City Match <input type="checkbox"/> Other: _____ <input type="checkbox"/> Contract Amendment to Contract No. _____
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(Please attach a list of all bids received)

Is this contract authorized in the current year's budget? Yes No

If budgeted, list Fund/Dept.: General Fund – Police Services – Police Contract

Page # in Budget: 2-48 Budget line item amount: \$10,579,000

BARS Account Number: 001-08-521-20-51-000

Is a budget amendment needed? Yes No Amount? \$ _____

Date of Council Approval: _____

REVIEWED BY:

Contract Manager: _____ Date: _____

Department Director: _____ Date: _____

Management Analyst: Fleming Date: 5-23-14

<p style="text-align: center;"><u>Routing Instructions:</u></p> <input type="checkbox"/> Send original to Contractor for their signature and then provide a copy of the fully signed contract to _____ <input type="checkbox"/> Contract is already signed by Contractor, please provide a copy of the fully signed contract to: _____ <input type="checkbox"/> Other (Please describe) _____ _____	<p style="text-align: center;"><u>Contract File Checklist:</u></p> <input type="checkbox"/> Purchase Order # _____ <input type="checkbox"/> Tax ID Form <input type="checkbox"/> Current Business License # _____ <input type="checkbox"/> Insurance Certificate <input checked="" type="checkbox"/> Contract Fully Signed
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KING COUNTY SHERIFF'S OFFICE
516 Third Avenue, W-116
Seattle, WA 98104-2312
Tel: 206-263-2555 • Fax: 206-296-0168

John Urquhart
Sheriff

May 12, 2014

Mr. Kamuron Gurol
City Manager, City of Burien
400 SW 152nd St., Suite 300
Burien, WA 98168

RE: Final Adopted Exhibit B for 2014 Law Enforcement Services

Dear Mr. Gurol,

Enclosed please find the Final 2014 Exhibit B for the cost of police services based on the Adopted Cost Book. Per your request, it reflects Step 6 salary for officers and a 3% COLA.

In accordance with Section 4.4 of the Interlocal Agreement, if the 2014 Adopted Cost Book and resulting Exhibit B's are lower than the Proposed cost, the lesser of the two prices will be charged. Per the agreement, the City will pay the lower Adopted cost for 2014, since it was lower than the Proposed *before* the city opted to use step 6 and 3% COLA for officers.

The attached Exhibit B becomes part of the official contract agreement between King County and the City of Burien for 2014 police services in the total amount of \$10,620,196.

The King County Sheriff's Office greatly values our partnership to provide your city with quality law enforcement services. If you have any questions or would like further information, please call Anita Clouse at (206) 263-2548.

Sincerely,

DeWayne Pitts, CPA
Chief Financial Officer

cc: Ms. Kim Krause, Finance Director
Scott Kimerer, City of Burien Chief
Karen Stevens, LAN Administrator
File Copies: Sheriff's Office Contracting Unit and Budget and Accounting Section

Enclosure

Burien

Cost Book: Adopted
 Draft or Final: FINAL
 Date: 7-May-14

Exhibit B

FINAL - Based on 2014 Adopted Cost Book

Dedicated Police Services	Units	Salary	Benefits	Step 6 Adjustmt	Total Cost	FTEs
Police Chief	1.00	\$144,568	\$37,529		\$182,097	1.00
Captains	1.00	\$133,328	\$36,778		\$170,106	1.00
Patrol or Admin Sergeants	1.00	\$112,570	\$37,421		\$149,991	1.00
Officers	24.80	\$92,907	\$34,888	\$2,367	\$3,228,026	24.80
School Resource Officers	1.00	\$90,471	\$34,575	\$2,367	\$127,412	1.00
Detectives	5.00	\$95,409	\$35,211	\$2,367	\$684,931	5.00
Street Crimes Detectives	6.00	\$95,409	\$35,211	\$2,367	\$797,917	6.00
Community Service Officer	1.00	\$62,031	\$27,862		\$89,894	1.00
COLA Adjustment (optional 3%)					\$119,592	
Overtime Adjustment (optional)					0	
Overtime					\$251,640	--
Cost of Dedicated Personnel, Subject to Reconciliation					\$5,781,607	40.80
Uniform, Equipment, and Supplies					\$83,343	--
ACCURINT Licenses (pro-rated for 7 months)	0			\$502	\$0	--
Vehicles					\$483,964	--
Cell Phones	39.80			\$968	\$38,520	--
800MHz					\$87,569	--
Subtotal, Dedicated Police Services					\$6,475,003	40.80
Additional Police Services	Units	Salary	Benefits	Other Costs	City Cost	FTEs
Patrol Supervision	41.26%	\$562,850	\$187,105	\$135,057	\$365,181	2.06
Detective/Street Crimes Supervision	66.54%	\$116,251	\$37,895	\$20,659	\$116,318	0.67
Precinct Support Staff	43.53	Per Precinct FTE		\$3,251	\$141,491	1.22
Communications/Dispatch	16.16%	\$4,611,330	\$1,987,266	-\$629,659	\$964,561	11.86
Hostage Negotiation Team	19.85%	\$18,801	\$6,274	\$13,753	\$7,706	0.04
Major Crimes Investigation	22.95%	\$2,487,569	\$926,160	\$840,848	\$976,438	6.28
MARR Unit	8.68%	\$656,398	\$242,757	-\$309,981	\$51,166	0.62
SWAT (TAC-30) Team	9.96%	\$344,052	\$118,906	\$165,135	\$62,549	0.33
Fire Investigation Unit					\$26,494	
Subtotal, Additional Police Services					\$2,711,904	23.08
Central County Overhead				2.1%	\$218,525	
Sheriffs Office Overhead				7.2%	\$766,619	
Direct Support Services Overhead				4.2%	\$448,144	
Subtotal, Overhead				13.5%	\$1,433,288	6.70
TOTAL CONTRACT COST					\$10,620,196	70.57
Total Wireless Cards:	0			Less: 2013 Adopted Exhibit	-\$10,147,963	
				Less: Impact of Adding a 3% COLA	-\$119,592	
				Less: Increase of Storefront Officer from 0.66 to 0.8	-\$26,301	
				Less: Discontinued Facility credit - Boulevard Park	-\$4,000	
				Less: Increase due to higher workload	-\$134,861	
				Increase Over Prior Year	\$187,479	1.8%

Burien

Overhead Paid by Each Contract City - (2014 Adopted Exhibits)

General County Overhead	No Charge	Charge	Burien
Building Occupancy – Downtown Seattle Complex		Y	\$ 14,416
Building Occupancy – Com Center		Y	9,540
Building Occupancy – PMU		Y	5,915
Building Occupancy – Range		Y	5,560
Building Occupancy – Pacific Raceways		Y	2,215
Building Occupancy – Photo Lab		Y	2,790
Subtotal, Building Occupancy – Other		Y	26,021
General Government (County Executive, Deputy Executive, Council, etc.)	N		-
Bus Pass Subsidy Program	N		-
Budget Services and Office of Performance, Strategy & Budget	N		-
Personnel Services (Labor relations, recruitment, education, training, civil rights compliance, etc.)		Y	25,316
Financial Management (Central payroll, accounting systems, data processing, etc.)		Y	21,415
Fixed Assets/Real Property Management (Central maintenance of fixed asset inventory & leases)		Y	483
Ombudsman & State Auditor	N		-
Records Management	N		-
Business Relations Economic Development	N		-
Office of Emergency Management	N		-
Officer Insurance		Y	130,874
Subtotal			\$ 218,525
% of Total Exhibit			2.1%
Sheriff's Office Overhead	No Charge	Charge	Burien
Sheriff Administration	N		-
Inspectional Services Unit	N		-
Budget & Accounting		Y	99,844
Contract Services		Y	20,735
Internal Investigations		Y	86,262
Information Services Section		Y	180,948
Legal Unit		Y	34,664
Personnel Section		Y	68,058
Research, Planning & Informational Services		Y	49,038
Precinct Facility Charges		Y	112,188
Precinct Facility Credits		Y	-
Patrol Ops Unit		Y	95,430
System Service Messaging		Y	20,482
Major Accident Response & Reconstruction (Officer-involved accidents)		Y	6,555
Misc. Revenue - From HUD, SRO & False Alarm Civil Penalty		Y	(7,583)
Subtotal			\$ 766,619
% of Total Exhibit			7.2%
Direct Support Services Overhead	No Charge	Charge	Burien
Photo Lab		Y	16,492
Polygraph Unit		Y	10,092
Property Management Unit & Evidence Storage		Y	87,553
Records (e.g. police reports & criminal history)		Y	88,710
Data Unit (e.g. warrants, orders & DVIU reports)		Y	54,375
Ravensdale Firing Range		Y	50,002
Training Unit		Y	130,921
Subtotal			\$ 448,144
% of Total Exhibit			4.2%
TOTAL Overhead			\$ 1,433,288
% of Total Exhibit			13.5%
Total 2014 Adopted Exhibit			\$ 10,620,196

**City of Burien, Washington
City Hall Contract Routing Sheet**

Name of Contracting Party: King County Sheriff/Police

Project Name/Description: Final Adopted 2014 Cost Exhibit B - REVISED #1

Contract Amount: \$ 10,621,057

Type of Contract:

<input type="checkbox"/> Architectural/Engineering <input type="checkbox"/> From MSRC Engineering Roster <input type="checkbox"/> RFQ Process Done	<input type="checkbox"/> Construction/Public Works <input type="checkbox"/> Informal Bidding Process Done-3 bids (less than \$35,000) <input type="checkbox"/> From MRSC Small Works Roster (\$35,000 to \$300,000) <input type="checkbox"/> Competitive/Advertised Bidding Done (Over \$300,000) <input type="checkbox"/> Other: <u>Sole Source - Emergency</u>	<input type="checkbox"/> Human Services/Arts & Culture <input type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Contract Amendment to Contract No. 4074
<input type="checkbox"/> Consulting/Services (Non-Engineering)		

Is this contract authorized in the current year's budget? Yes No

If budgeted, list Fund/Dept.: General Fund – Police Services – Police Contract

Page # in Budget: 2-48 Budget line item amount: \$ _____

BARS Account Number: 001-08-521-20-51-000

CONTRACT ROUTING INSTRUCTIONS:

Contract Manager Directions/Approval: _____ Date: _____

- Draft contract, get contract file checklist items
- Prepare Contract Package (Contract Routing Sheet, contract, and checklist items)
- Obtain Dept. Director Approval _____ Date: _____

Legal Dept. Directions/Approval: _____ Date: _____

- Review insurance
- Review by City Attorney (non-routine contracts)

Finance Dept. Directions/Approval: L Fleming Date: 9-10-14

- Review contract budget/administrative review.

Contract Manager Directions:

- Obtain signatures on contract.
- Provide fully signed copy of contract to other party.
- Make copy of contract for own files, if desired.
- Return original Contract Package to Finance Dept.

Finance Dept. Directions:

- Assign contract number.
- E-mail contract number to Contract Manager.
- Provide Contract Package to Scanner.

Contract File Checklist:

- W-9 Taxpayer ID Form
- Burien Business License # _____
- Insurance Certificate
- Bids, if applicable N/A
- Contract Fully Signed



KING COUNTY SHERIFF'S OFFICE
516 Third Avenue, W-116
Seattle, WA 98104-2312
Tel: 206-263-2555 • Fax: 206-296-0168

John Urquhart
Sheriff

August 11, 2014

Mr. Kamuron Guroi
City Manager, City of Burien
400 SW 152nd St., Suite 300
Burien, WA 98166

RE: REVISED Final Adopted Exhibit B for 2014 Law Enforcement Services

Dear Mr. Guroi,

Enclosed please find the REVISED Final 2014 Exhibit B for the cost of police services based on the Adopted Cost Book. Per your request, it has been updated to reflect the addition of 2 ACCURINT licenses for your detectives. It also reflects Step 6 salary for officers and a 3% COLA, as requested.

In accordance with Section 4.4 of the Interlocal Agreement, if the 2014 Adopted Cost Book and resulting Exhibit B's are lower than the Proposed cost, the lesser of the two prices will be charged. Per the agreement, the City will pay the lower Adopted cost for 2014, since it was lower than the Proposed *before* the city opted to use step 6 and 3% COLA for officers.

The attached Exhibit B becomes part of the official contract agreement between King County and the City of Burien for 2014 police services in the total amount of \$10,621,057.

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Sincerely,

DeWayne Pitts, CPA
Chief Financial Officer

cc: Ms. Kim Krause, Finance Director
Scott Kimerer, City of Burien Chief
Karen Stevens, LAN Administrator
File Copies: Sheriff's Office Contracting Unit and Budget and Accounting Section

Enclosure

Burien

Exhibit B

Cost Book: Adopted
 Draft or Final: FINAL
 Date: 11-Aug-14

FINAL - Based on 2014 Adopted Cost Book - REVISED to include 2 ACCURINT Licenses

Dedicated Police Services	Units	Salary	Benefits	Step 6 Adjustmt	Total Cost	FTEs
Police Chief	1.00	\$144,568	\$37,529		\$182,097	1.00
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COLA Adjustment (optional 3%)					\$119,592	-
Overtime Adjustment (optional)					0	-
Overtime					\$251,640	-
Cost of Dedicated Personnel, Subject to Reconciliation					\$5,781,607	40.80
Uniform, Equipment, and Supplies					\$83,343	-
ACCURINT Licenses (pro-rated for 6 months)	2			\$430	\$861	-
Vehicles					\$483,964	-
Cell Phones	39.80			\$968	\$38,520	-
800MHz					\$87,569	-
Subtotal, Dedicated Police Services					\$6,475,864	40.80
Additional Police Services	Units	Salary	Benefits	Other Costs	City Cost	FTEs
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MARR Unit	8.68%	\$656,398	\$242,757	-\$309,981	\$51,168	0.62
SWAT (TAC-30) Team	9.96%	\$344,052	\$118,906	\$165,135	\$62,549	0.33
Fire Investigation Unit					\$26,494	
Subtotal, Additional Police Services					\$2,711,904	23.08
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Direct Support Services Overhead				4.2%	\$448,144	
Subtotal, Overhead				13.5%	\$1,433,288	6.70
TOTAL CONTRACT COST					\$10,621,057	70.57

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				Less: Impact of Adding a 3% COLA	-\$119,592	
				Less: Increase of Storefront Officer from 0.66 to 0.8	-\$26,301	
				Less: Discontinued Facility credit - Boulevard Park	-\$4,000	
				Less: Addition of 2 Accurint Licenses	-\$861	
				Less: Increase due to higher workload	-\$134,861	
				Increase Over Prior Year	\$187,479	1.8%