

TO: BOARD OF TRUSTEES  
FROM: SUPERINTENDENT

**INFORMATIVE REPORT NO. 9-2009/10-IR-BS**  
Prepared by the Office of Vice President Business Services  
for Presentation to the Board of Trustees  
October 12, 2009

**SUBJECT: LOS ANGELES COUNTY SHERIFF'S DEPARTMENT FEASIBILITY STUDY**

**A. BACKGROUND**

The Antelope Valley College requested that the Los Angeles County Sheriff's Department (LASD) complete a feasibility study of the District contracting for general law enforcement and security services. Enclosed is a summary of the many evaluations and assessments which were conducted during the study.

The enclosed documents also include an agreement for transfer of personnel, equipment, and facilities between the County of Los Angeles and the Antelope Valley Community College District. The District and legal counsel will review the documentation as presented.

Respectfully submitted,



Jackie L. Fisher, Sr.  
Superintendent/President

Prepared by:



Deborah Wallace  
Vice President Business Services





# ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT

POLICE SERVICES  
FEASIBILITY STUDY

PHASE 2 REPORT  
September 2009

Contract Law Enforcement Bureau  
Los Angeles County Sheriff's Department

**Leroy D. Baca, Sheriff**

## **FORWARD**

This report has been prepared in response to a request from the Antelope Valley Community College District for a study on the feasibility of the District contracting for general law enforcement and security services from the County of Los Angeles Sheriff's Department. This report is a summary of the many evaluations and assessments which were conducted during this feasibility study. It is not intended to be a "stand alone" document, but must be accompanied by the supporting referenced documents. Information contained in the General Law Enforcement and Security Services Agreement and Transfer Agreement take precedence over any conflicting or inconsistent information contained within this report.

We wish to thank the Antelope Valley Community College District for its assistance during this study.

**TABLE OF CONTENTS**

Introduction..... 3

The Antelope Valley Community College District..... 4

    District Organization..... 7

    Antelope Valley Community College Facilities..... 9

The Contract Law Enforcement Program..... 10

    Program Description..... 10

    Legislative Authority..... 10

    Determination of Costs..... 11

    Contract Law Enforcement Rates..... 11

    Billing Procedures..... 11

Proposed Staffing Summary for AVCCD..... 12

Phase 2 Summary - Facilities, Equipment and Personnel..... 14

    Purpose..... 14

    Process..... 14

    Start-up Cost Summary..... 15

    Summary of Individual Assessments..... 16

        Facility Improvements..... 16

        Vehicle Additions..... 17

        Communications and Telephone Improvements..... 18

Transition Procedures and Initiation of Service..... 19

Board of Supervisors Approval..... 20

Description of Legal Documents..... 21

Attachments..... 22

## **INTRODUCTION**

In a letter to Sheriff Leroy Baca dated June 11, 2009, the Antelope Valley Community College District requested a proposal for a Phase 1 feasibility study for general law enforcement and security services from the Sheriff's Department.

Subsequent to that report, Superintendent / President Dr. Jackie L. Fisher requested the Sheriff's Department proceed with the Phase 2 portion of the study.

**Refer to attachment A for copies of service request letters.**

## **THE ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT**

The Antelope Valley Community College District is the local college district serving California's Antelope Valley. The college is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.

The 1,945 square mile district oversees the Antelope Valley College main campus in Lancaster and a leased site in Palmdale, with a combined total of 16,000 students. The district serves the area's two largest cities of Palmdale and Lancaster, as well as the unincorporated towns of Acton, Lake Elizabeth, Lake Los Angeles, Leona Valley, Littlerock, Quartz Hill and Rosemond. The district is the largest and primary source of higher education in the region. The community college is governed by a locally-elected Board of Trustees consisting of five members serving four year terms, plus a student trustee elected annually by members of the student body.

The district maintains a temporary leased site in the City of Palmdale, which currently serves over 2000 students. Plans call for creation of a full campus on 60 acres of land in southern Palmdale on 25<sup>th</sup> Street East, south of Avenue S. College officials are working toward a sustainable enrollment of 1,000 full-time equivalent students (FTES) to qualify Palmdale for center status— a key step in developing a permanent campus. Officials in April 2009 expressed intent to submit project proposal for a campus to the state in June 2010.

In conjunction with the Los Angeles Sheriff's Department, the Lancaster campus hosts the North Region Sheriff's Training Academy, which meets the requirements of the Peace Officer Standards and Training (POST) for training members of the sheriff's department and other law enforcement agencies.

## **PHILOSOPHY**

The Antelope Valley College is a comprehensive community college in the California Community College System dedicated to providing services to a broad range of students with a variety of educational goals. Antelope Valley College is dedicated to providing educational programs and services as expressed in the California Master Plan for Higher Education. The College is committed to equal educational opportunity and reinforces that commitment through a program of affirmation of diversity.

Antelope Valley College is dedicated to meeting the dynamic needs of a changing community. The College addresses the educational needs of a diverse and evolving population. The College recognizes that it is uniquely capable of responding to the requirements of regional business, industry, and public service, as well as the social and cultural needs of the Antelope Valley.

Antelope Valley College affirms the rights of the individual and respects human dignity. The programs and activities of the College foster the individual's ability to think clearly, critically, and independently to meet the demands of an increasingly complex society. The student is the primary concern of the College. The curriculum, activities, and services of the College help students understand their physical, cultural, ethnic, and social environment. The preservation of academic freedom provides a college environment in which students and faculty can examine ideas freely.

This philosophy is reflected in the curriculum, the student-faculty relationships, the services and resources, and the policies of the College.

## **MISSION**

The mission statement of the Antelope Valley Community College District is to serve the community by placing student success and student-centered learning as our number one priority through higher educational standards and innovative programs and services in a professional, team-driven environment.

Antelope Valley College takes pride in providing a quality, comprehensive education for a diverse community of learners. We are committed to student success, offering value and opportunity to all members of our community.

**VISION**

To provide quality education that enriches lives and builds futures.

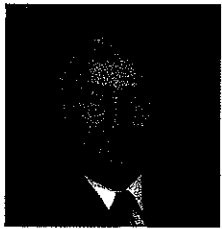
**REFERENCES**

- AVC home (<http://www.avc.edu/>)

## ***DISTRICT ORGANIZATION***

### **Board of Trustees**

The Antelope Valley Community College District is governed by a popularly elected Board of Trustees. Current Board Members are:



Jack Seefus, President



Betty Wienke, Vice President



Steve Buffalo, Member



Earl J. Wilson, Member



Steve Fox, Clerk

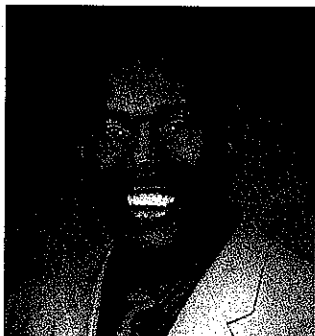
David Brown, Student Trustee

Board members are elected at large for terms of four years. Elections are held every two years, with three members being chosen at one election and two members at the other. Board members are elected from the entire District area (1945 square miles). A student member is selected annually--the term is June 1 through May 31 of each year.

The Board establishes policies for and approves current and long-range educational plans and programs and promotes orderly growth and development of the community colleges within the District.

**Superintendent/President**

The President, Dr. Jackie L. Fisher, Sr., who is appointed by the Board of Trustees, is responsible for the management of District operations and the implementation of Board policies, plans and programs. He is responsible for the daily management of the campus faculty, students and programs.



Jackie L. Fisher, Sr., Ed.d., Superintendent / President

## ANTELOPE VALLEY COMMUNITY COLLEGE FACILITIES

ANTELOPE VALLEY COLLEGE MAIN CAMPUS 3041 West Avenue K Lancaster, California 93536	110 acres 37 buildings 16 ground level parking lots 2 soccer fields, 2 baseball fields, athletic field and track.
ANTELOPE VALLEY COLLEGE (PALMDALE SITE) 1529 East Palmdale Boulevard Palmdale, California 93550	Temporary store front site. 60 acres purchased at 25 <sup>th</sup> Street East / Palmdale Boulevard.

## **THE CONTRACT LAW ENFORCEMENT PROGRAM**

### **Program Description**

The Contract Law Enforcement Program in Los Angeles County is the largest application of city-county police cooperation in the United States. Conceptually, it represents one of the most important aspects ever to pervade the field of metropolitan government. Today, 40 cities within Los Angeles County contract for municipal law enforcement services with the Sheriff's Department. These cities have a total population of more than 1.75 million residents within 500 square miles. Additionally, law enforcement service is also provided to the Metropolitan Transit Authority, the Southern California Regional Rail Authority, Los Angeles Community Colleges, and a multitude of other private and public entities. The system of Community Oriented Policing is a coordinated, well managed and cost efficient program designed with each individual community's needs in mind.

### **Legislative Authority**

The County Charter provides legal authority for the County to furnish law enforcement services to the District by contract and permit the actual transfer of certain district functions to the County.

County Code Section 56 3/4 of the Los Angeles County Charter states:

*The Board of supervisors may require any County department, officer or Commission to perform any or all of the functions of any department, officer or Commission of any city, district, public agency or political subdivision in the County when ever requested by such city, district, public agency or political subdivision. The terms and conditions upon which such functions are to be performed by the County shall be fixed by agreement, which may provide for the consideration to be paid to the County, the blanketing into County civil service with or without examination of any or all officers or employees who have been performing such functions for such city, district, public agency or political subdivision for at least six months, and for the terms and conditions upon which such persons are to be employed in the classified service of the County, including seniority, efficiency, sick leave, vacation and all other rights or benefits granted County employees.\**

**\* 1954 Addition. Added by Stats. 1955, Resolution Ch. 20, P. 3788 at P. 3791.**

### **Determination of Costs**

Rates for services provided by the Sheriff's Department are determined annually by the Auditor-Controller who utilizes a cost recovery method to calculate the rates for the coming fiscal year.

### **Current Contract Law Enforcement Rates**

The Antelope Valley Community College District law enforcement rates for Fiscal Year 2009-2010 are included in the following chart:

<b><u>Law Enforcement Position</u></b>	<b><u>Yearly rate</u></b>	<b><u>Liability</u></b>	<b><u>Total</u></b>
Sergeant	\$195,191	NA	<b>\$195,191</b>
Deputy-Bonus I (Team Leader)	\$157,975	\$4,739	<b>\$168,714</b>
Deputy-Bonus 1 (Investigator)	\$157,975	\$4,739	<b>\$168,714</b>
Deputy Generalist	\$149,580	\$4,487	<b>\$160,067</b>
Security Officer	\$ 67,413	\$2,022	<b>\$ 69,435</b>
Law Enf. Technician	\$ 80,619	\$2,419	<b>\$ 83,038</b>
Senior Clerk	\$ 65,680	N/A	<b>\$ 65,680</b>
Station Clerk II	\$ 70,989	N/A	<b>\$ 70,989</b>
Operations Assistant II	\$ 95,343	N/A	<b>\$ 95,343</b>
Crime Analyst	\$ 109,727	N/A	<b>\$ 109,727</b>

**Refer to Attachment B for detailed staffing rates.**

### **Billing Procedures**

The District will be billed for service on a monthly basis. Anytime there is a modification of the level of service to the college, an appropriate modification will be made to the billing invoice.

Supplemental overtime services will be provided to the District on an hourly basis. Hourly services (Attachment B) are also billed monthly.

## **PROPOSED STAFFING SUMMARY FOR AVCCD**

The following staffing summary represents the recommended service levels for policing the Antelope Valley Community College District, based on the site analysis conducted at the college campus during the phase 1 study. The depicted schedule of hours and shifts are examples only and may be changed and modified to suit the college's needs.

### **SERGEANTS (.25):**

- 1 Sergeant will be shared with the High School District and will oversee the college operations from Lancaster Sheriff Station. The Sergeant will respond to the campus as requested for emergencies, special meetings and routine patrol checks.

### **BONUS - I DEPUTIES (1):**

- 1 B-I (Team Leader) to serve as the resident campus deputy "team leader," overseeing daily operations and direct campus cadet activities. The position will serve as the liaison with the campus president and administrative staff, overseeing relevant administrative tasks and ensuring that the individual campus needs are being met. This position will develop training programs and identify valid recruitment efforts. Additionally, this position will develop a program similar to the concepts applied through the Deputy Leadership Institute by focusing on community needs and working through the campus administration. These efforts will be monitored through the campus liaison sergeant and unit lieutenant.

### **GENERALIST DEPUTIES (2):**

- 2 Deputy Generalists will function as campus security and law enforcement officers. They will work with and assist the campus assigned Sheriff's Security Officers. Their primary role is to provide a friendly and secure environment to campus students and instructors.

**ARMED SECURITY OFFICER (13):**

- 13 Armed Los Angeles County Security Officers will be used to provide 24-hour, seven-day-a-week security coverage for the campus and off-site satellite facilities. Their major objective is to provide safe and secure campus environment for students and instructors. They will work with deputies and local jurisdictions in identifying crime and ways to improve the campus quality of life.

**Refer to Attachment C for Phase 1 Deployment Chart**

## ***PHASE II SUMMARY - FACILITIES, EQUIPMENT AND PERSONNEL***

### **Purpose**

The purpose of the Phase II study is to conduct an on-site analysis regarding the merger of facilities and equipment, to conduct personnel assessments relating to employment, and to determine the impact of a possible contract on Departmental operations.

The information presented in this report is the best analysis of the required modifications and equipment based on the understanding that additional technical and detailed refinements may be necessary.

### **Process**

A Committee was convened, consisting of representatives from each Division, in order to better coordinate inter- and intra-departmental tasks necessary to complete the feasibility study in a timely manner. The Committee consisted of representatives from the following divisions:

- Field Operations Region I
- Community College Bureau
- Communications and Fleet Management Unit
- Personnel Administration
- Data Systems Bureau
- Office of County Counsel

Due to the complexity of the Phase II study, a "transition" team was also assembled to coordinate the on-site assessments and gathering of information.

**"Start-Up" Cost Summary**

As with the initiation of any new service, there are costs associated with the acquisition of additional equipment and materials, in addition to providing adequate facilities, which are necessary to effectively provide that service. In determining the costs associated with these "start-up" expenses, we are mindful of the need to be cost conscious while ensuring that only the necessary and proper equipment and needs are being sought.

The following table summarizes the Antelope Valley Community College District start-up costs as described in the following sections of this report:

SUMMARY OF AVCCD START-UP COSTS	
Facility Improvements (office construction underway...cost absorbed by AVCC)	\$0.00
Vehicles - (3) T3	\$26,964.00
Communications and Telephone Improvements	\$74,188.68
<b>Total AVCCD Start-Up Costs</b>	<b>\$101,152.70</b>

**Summary of Individual Assessments**

Over a period of several weeks, Sheriff's Department representatives inspected, inventoried, and analyzed the AVCCD facilities and equipment to assess their serviceability and usefulness by the County. The following information is a summary of those assessments and related costs. Further details regarding each category can be found in the "Attachments" portion of this report and are referenced accordingly.

**Facility Improvements**

In order to effectively police the college campus, it is necessary to utilize the existing office space afforded the District Security Department and its officers. Modifications to this office facility will be necessary to accommodate the personnel and equipment required to police the campus. Prior to this study, AVCC developed plans to reconstruct the new LASD sub-station. Plans were revealed with the assurance construction would be complete before personnel assignment.

Material Cost (COSTS COVERED BY AVCC)	NA
Labor Cost (LABOR BY AVCC STAFF)	NA
<b>Total LACCD Facilities Cost</b>	<b>0.00</b>

**Refer to Attachment D for AVCC construction plans for new LASD sub-station.**

**Vehicle Additions**

The Antelope Valley Community College Security Department vehicles and fleet equipment were inspected by Communications and Fleet Management Bureau staff. Vehicles were determined to be either acceptable or unacceptable for Sheriff's Department use based on age, mileage, condition, ownership status, cost effectiveness to repair, and whether or not they were factory police package vehicles.

Communications and Fleet Management Bureau staff determined that the existing District vehicles were unacceptable and did not qualify for Sheriff Department use. Therefore, it is necessary for the Sheriff's Department and the District to jointly purchase new vehicles for this contract. All vehicles purchased are fully equipped.

AVCC VEHICLE ADDITION COSTS		
Black & White Patrol Sedan	2	NA
Non Black & White Sedan	2	NA
T3 units	3	\$26,964.00
<b>Total LACCD Vehicle Costs</b>		<b>\$26,964.00</b>

**Refer to Attachment E for existing AVCC fleet and T3 cost breakdown.**

**Communications and Telephone Improvements**

Communications costs for the District include: Network and computer equipment and set-up, repeater / radio equipment and installation, voice-print installation, and FCC liscensing. The telephone improvements are necessary to upgrade the current lines in order to make them compatible with Sheriff Department equipment. Other communication items such as portable radios, dispatch equipment, voice logging recorder, emergency operations equipment, telephone switches and computers will be purchased by the Antelope Valley Community College District.

<b>LACCD COMMUNICATIONS AND TELEPHONE IMPROVEMENTS COSTS</b>	
Network and Computers	\$6,050.88
Repeater / Dispatch / Base Station	\$28,500.00
Portable radios and battery chargers	\$29,637.80
Voice-print	\$10,000.00
<b>Total LACCD Communications costs</b>	<b>\$74,188.68</b>

**Refer to Attachment F for a break down of the communications costs.**

## ***TRANSITION PROCEDURES AND INITIATION OF SERVICE***

Transition procedures will be developed by the District Transition Team to ensure continuous law enforcement service within the Antelope Valley Community College District on the contract's designated "date of transfer." To ensure an orderly transition, the Project Manager and designated staff must be allowed unrestricted access to the college facility. Sheriff personnel will be assigned prior to the effective date of transfer to ensure a smooth transition of support functions. Installation technicians will also be installing communications and computer equipment at the Sheriff's Office site prior to the start date.

**BOARD OF SUPERVISORS APPROVAL**

All recommendations, contracts, and agreements contained in this report or discussed in this report are subject to final approval by vote of the Los Angeles County Board of Supervisors.

**Refer to Attachment G for Board approval letter.**

## **DESCRIPTION OF LEGAL DOCUMENTS**

### **General Law Enforcement and Security Services Agreement**

All entities which contract with the County for law enforcement services must approve a Law Enforcement Services Agreement. The Antelope Valley Community College District and County of Los Angeles will enter into a General Law Enforcement and Security Services Agreement. This document authorizes the Sheriff's Department to deliver general law enforcement and security services to the District.

**Refer to Attachment H for Service Agreement**

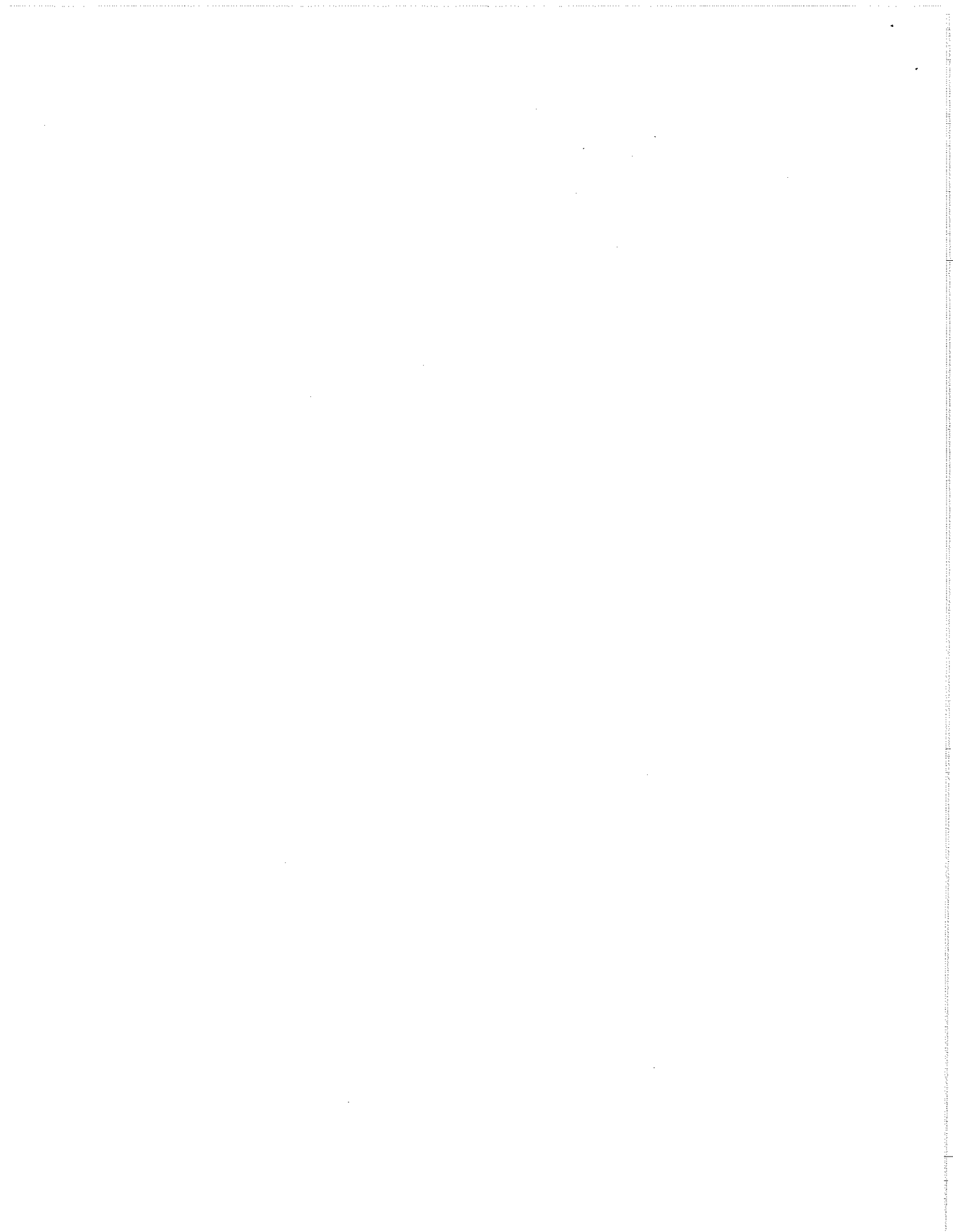
### **Transfer Agreement**

To legally document the transfer of equipment and facilities between entities, the Antelope Valley Community College District and County of Los Angeles will enter into an Agreement for Transfer of, Equipment and Facilities between the Antelope Valley Community College District and the County of Los Angeles.

**Refer to Attachment I for Transfer Agreement.**

## ATTACHMENTS

- A. SERVICE REQUEST LETTERS
- B. DETAILED STAFFING RATES
- C. PHASE 1 DEPLOYMENT CHART
- D. AVCC CONTRUCTION PLANS
- E. AVCC FLEET / T3 COST BREAKDOWN
- F. COMMUNICATION COSTS
- G. BOARD APPROVAL LETTER
- H. SERVICE AGREEMENT (CONTRACT)
- I. TRANSFER AGREEMENT (INCLUDING ARMORY INVENTORY)



June 11, 2009

Leroy D. Baca, Sheriff  
Los Angeles County Sheriff's Department  
4700 Ramona Blvd.  
Monterey Park, CA 91754

Dear Sheriff Baca,

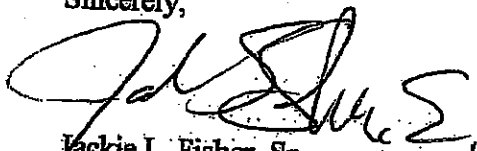
Antelope Valley Community College District (AVCCD) has had several meetings with the Los Angeles County Sheriff's Department (LASD) and the City of Lancaster regarding the ever-changing dynamics of the campus community's police and security services. LASD has always been a partner with AVCCD and has assisted us in maintaining order on our campus. Currently, AVCCD operates a hybrid police department under Education Code 72330, with 2 full-time officers and contract security.

Included within our discussions was the proposal that LASD offer full-time police and security services via contract. It was suggested that AVCCD submit a letter to your attention requesting an assessment and feasibility study, the purpose of which would be to determine the police and security needs of the campus and surrounding community. We would like LASD to provide us with an assessment so that we may determine if a full-time contract is feasible.

It is imperative that we move forward with the assessment due to the transitional state of our current department and the expiration of the contract security agreement the end of July 2009. Your assistance in this matter would be greatly appreciated.

As always, thank you for the valuable service you provide to the County of Los Angeles and for working with us to keep our campus safe.

Sincerely,



Jackie L. Fisher, Sr.  
Superintendent/President

pn

*Antelope Valley College. . Imagine the Possibilities*

Antelope Valley Community College District  
3041 West Avenue K • Lancaster, California 93536-5426 • (661) 722-6300



County of Los Angeles  
Sheriff's Department Headquarters

4700 Ramona Boulevard

Monterey Park, California 91754-2169



LEROY D. BACA, SHERIFF

June 29, 2009

Jackie L. Fisher, President  
Antelope Valley Community College District  
3041 West Avenue K  
Lancaster, California 93536

Dear Mr. Fisher:

On behalf of Sheriff Lee Baca, I wish to thank you for requesting a proposal from the Sheriff's Department to provide law enforcement and security services to the Antelope Valley Community College. We understand this request represents your faith that the Sheriff's Department can provide professional service at the campus community level.

This proposal is based on our recommended service level and serves to provide you with the associated costs to assist you with your decision making. However, it does not represent the only alternative available. We welcome your questions, comments and input should you wish to explore further available options.

Whether or not the Antelope Valley Community College ultimately elects to pursue a contract with us, the Sheriff's Department stands ready to serve the College in any fashion. As your local municipal police service provider, the safety of the College's students and faculty community is our paramount concern.

My staff and I are prepared to discuss this proposal further, should you desire. Please feel free to contact us at (323) 526-5737 should you have any questions.

Again, thank you for the opportunity to provide you with this proposal.

Sincerely,

LEROY D. BACA, SHERIFF

  
Edward F. Rogner, Captain  
Contract Law Enforcement Bureau

*A Tradition of Service*

ANTELOPE VALLEY COLLEGE

August 12, 2009

William T. Fujioka, Chief Executive Officer  
County of Los Angeles  
713 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

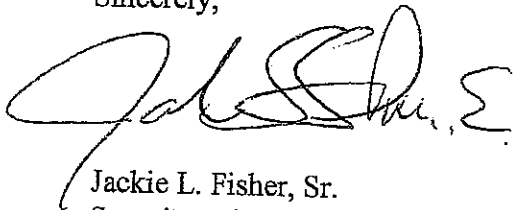
Subject: Contract for Law Enforcement and Security Services at Antelope Valley  
Community College District

Dear Mr. Fujioka:

Thank you for providing a team from the Contract Law Enforcement Bureau to complete an initial assessment of the District's law enforcement and security services requirements. The Antelope Valley Community College District Board of Trustees has given the District direction to take the next step in securing a contract with the Los Angeles County Sheriff's Department and has requested that you move forward with Phase II of the contract process as soon as possible.

As always, we appreciate your assistance as we look forward to the transition.

Sincerely,



Jackie L. Fisher, Sr.  
Superintendent/President

cc: Sheriff Leroy Baca

/dm

*Antelope Valley College . . . Imagine the Possibilities*

Antelope Valley Community College District  
3041 West Avenue K • Lancaster, California 93536-5426 • (661) 722-6300



APPENDIX A

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT  
 ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT  
 ESTIMATED CHARGES & SERVICE HOURS  
 ANTELOPE VALLEY COMMUNITY COLLEGE

Sergeant	0.25	\$ 48,797.75	NA	\$ 48,797.75	1789	26,835	
Deputy Sheriff Generalist	2.00	\$ 299,160.00	\$ 8,974.80	\$ 308,134.80	1789	214,680	
Deputy Sheriff Bonus Level	1.00	\$ 157,975.00	\$ 4,739.25	\$ 162,714.25	1789	107,340	
Security Officer	13.00	\$ 876,369.00	\$ 26,291.07	\$ 902,660.07	1789	1,395,420	
Crime Analyst	0.00	\$ -	NA	\$ -	1789	0	
Operations Assistant II	0.00	\$ -	NA	\$ -	1789	0	
Law Enforcement Tech	0.00	\$ -	\$ -	\$ -	1789	0	
Sheriff Clerk II	0.00	\$ -	NA	\$ -	1789	0	
Senior Clerk	0.00	\$ -	NA	\$ -	1789	0	
<b>ESTIMATED COST FOR SERVICE UNITS</b>		\$ 1,382,301.75					
		Liability @ 3% =	\$ 40,005.12				
		Rif Cvrge= 6,000.00 per DSG		\$18,000.00			
		<b>TOTAL ESTIMATED COST</b>		<b>\$1,440,306.87</b>			
					DEPUTY	3,578	214,680
					DEPUTY, B-1	1,789	107,340
					SERGEANT	447	26,835
					SECURITY OFFICER	23,257	1,395,420
					LAW ENF. TECH	0	0
					ALL OTHER CLERICAL	0	0

REV: 05/07

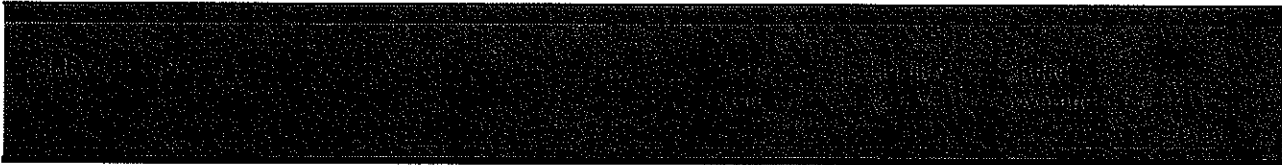
COUNTY OF LOS ANGELES

**SHERIFF'S DEPARTMENT**


*"A Tradition of Service"*  
Since 1850

**ANTELOPE VALLEY COMMUNITY COLLEGE**

**ANNUAL RATES for LAW ENFORCEMENT SERVICES**  
**FISCAL YEAR 2009-2010**



Sergeant	\$195,191	N/A	N/A	\$195,191
Deputy, Bonus 1 (Team Leader)	157,975	4,739	6,000	168,714
Deputy, Bonus 1 (Investigator)	157,975	4,739	6,000	168,714
Deputy, Generalist	149,580	4,487	6,000	160,067
Security Officer	67,413	2,022	N/A	69,435
Crime Analyst	109,727	N/A	N/A	109,727
Law Enforcement Tech	80,619	2,419	N/A	83,038
Operations Asst II	95,343	N/A	N/A	95,343
Senior Clerk	65,680	N/A	N/A	65,680
Station Clerk II	70,989	N/A	N/A	70,989
Secretary V	83,321	N/A	N/A	83,321



COUNTY OF LOS ANGELES

**SHERIFF'S DEPARTMENT**

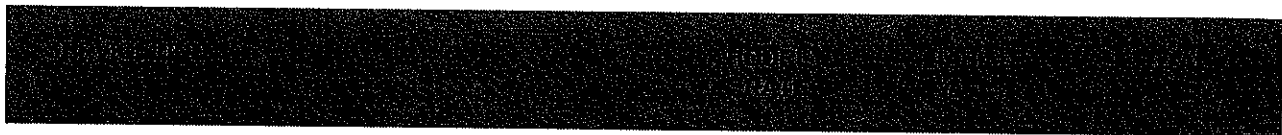
*"A Tradition of Service"*  
Since 1850

**ANTELOPE VALLEY COMMUNITY COLLEGE**

**HOURLY RATES for LAW ENFORCEMENT SERVICES**

**FISCAL YEAR 2009-2010**

AS PUBLISHED BY THE AUDITOR-CONTROLLER



Captain	\$126.40	N/A	\$126.40
Lieutenant	101.90	N/A	101.90
Sergeant	84.76	N/A	84.76
Deputy, Bonus I	68.60	2.06	70.66
Deputy, Motor	68.60	2.06	70.66
Deputy, Generalist	64.95	1.95	66.90
Crime Analyst	51.41	N/A	51.41
Law Enforcement Tech	37.77	1.13	38.90
Operations Assistant II	44.67	N/A	44.67
Secretary V	39.49	N/A	39.49
Security Officer	31.53	0.95	32.48
Senior Clerk	27.72	N/A	27.72
Sheriff Station Clerk II	33.26	N/A	33.26







**ANTELOPE VALLEY COMMUNITY COLLEGE  
RECOMMENDED DEPLOYMENT COSTS  
(OPTION A - ALL SHERIFF PERSONNEL)**

The following represents the total estimated annual cost for law enforcement services provided by the Sheriff's Department to Antelope Valley Community College based on the recommended deployment. Potential start-up cost are not included.

POSITION TYPE	NUMBER RECOMMENDED <sup>1</sup>	COST PER POSITION <sup>2</sup>	TOTAL COST
Sergeant	.25	\$195,191.00	\$48,798.00
Team Leader	1	\$168,714.00	\$168,714.00
Deputy Sheriff	2	\$160,067.00	\$320,134.00
Security Officer	13	\$69,435.00	\$902,655.00
<b>SUB-TOTAL PROGRAM COSTS:</b>			<b>\$1,440,301.00</b>
<b>RECOMMENDED SUPPLEMENTAL SERVICE FUND<sup>3</sup>:</b>			<b>\$50,000.00</b>
<b>STUDENT CADET COST (FRONT DESK PERSONNEL) :</b> * 210 days x 16 hours and 42 days x 4 hours @10.00 an hour			<b>\$35,280.00</b>
<b>TOTAL PROGRAM COSTS:</b>			<b>\$1,525,581.00</b>

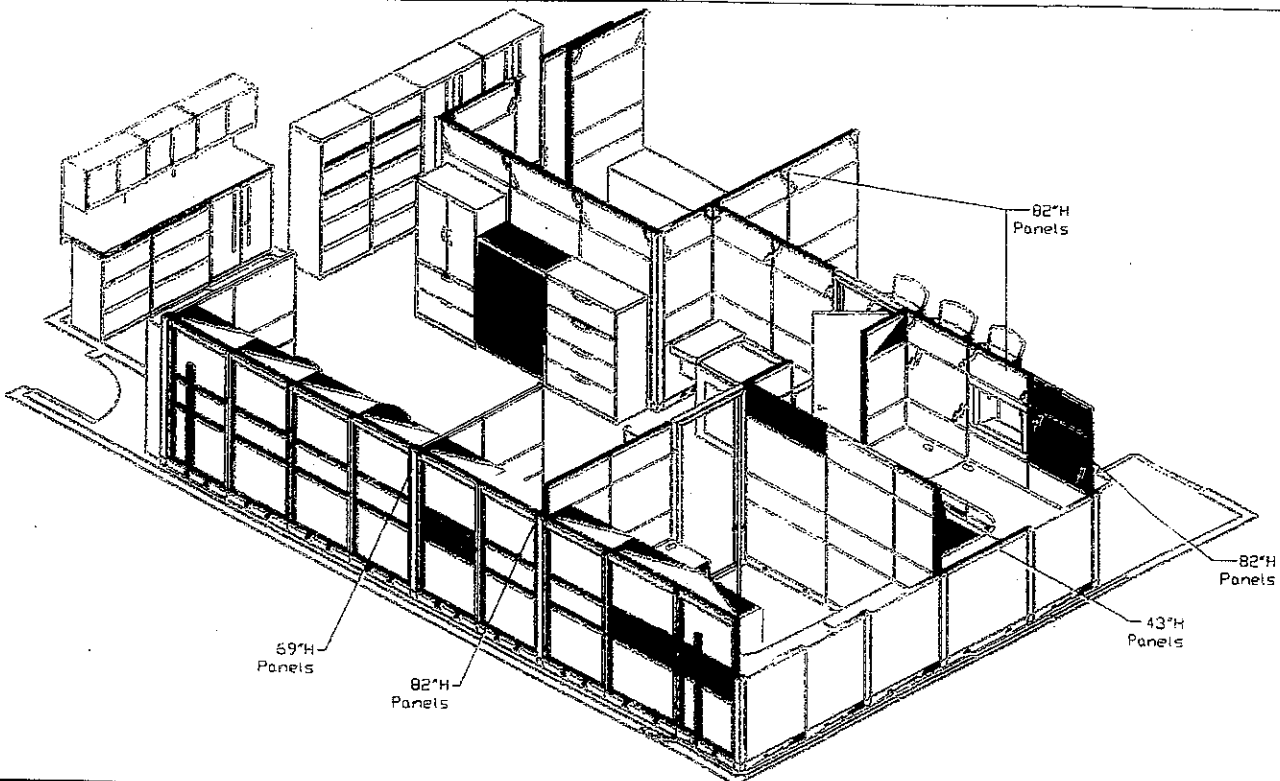
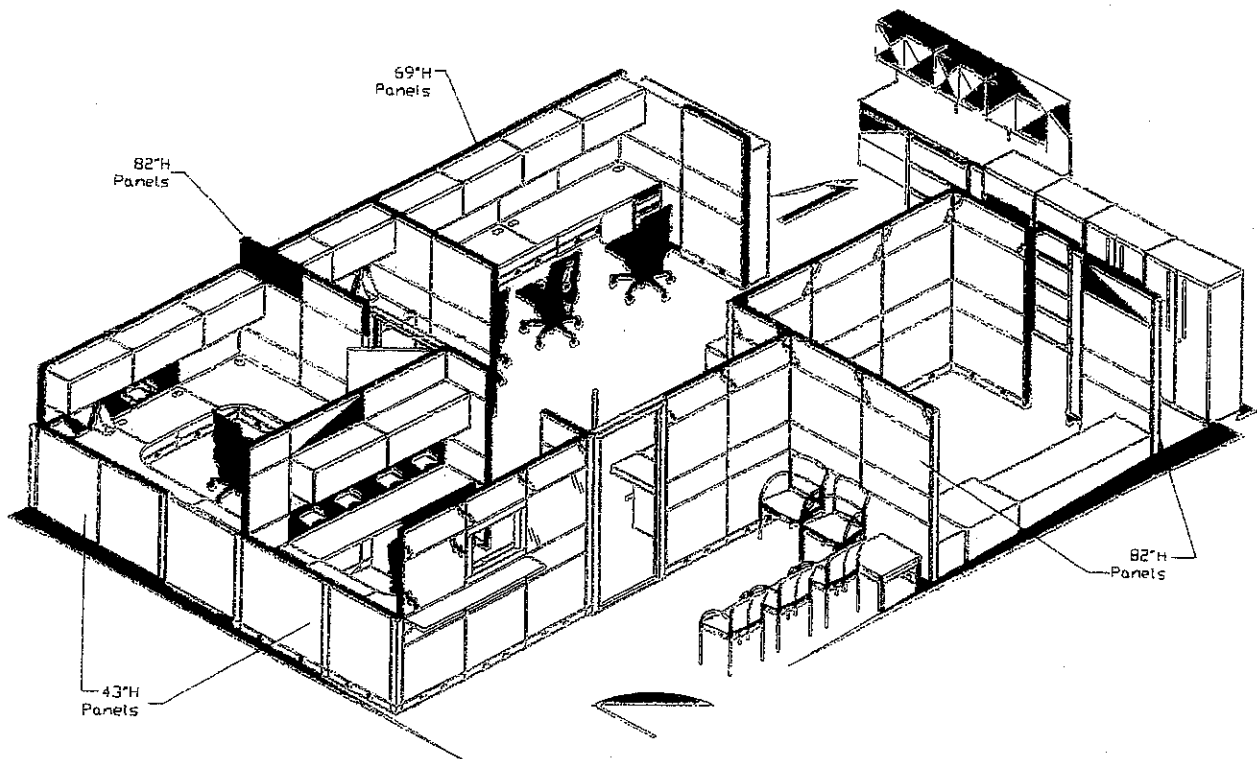
Included in the program cost are the following:

- Departmental Management
- Vehicles and communication equipment usage
- Services and Supplies
- Overtime (Except Special Events)
- Estimated cost of student cadets to run front desk.

1. The recommended staffing levels are designed to have enough personnel for sick and vacation relief.
2. Includes Liability Cost for Team Leader, Deputies, and Security Officers.
3. Supplemental Service Fund to be set aside for tactical emergencies.

**NOTE:** The attached chart reflects deployment if the College Board decides to go with 100% Sheriff coverage. The peach colored shading represents LASD Armed Security coverage (24/7). The green shading represents Deputy deployment during the peak campus attendance times. Although there are periods without a Deputy on campus, sworn personnel will respond from the field, if need be, and they are contacted (via MDT or radio) by one of your on-duty LASD Security Officers. Currently employed AVCC security officers will be encouraged to apply for employment with LASD. If hired, efforts to accommodate them with an AVCC assignment will be made.





Antelope Valley College  
 3041 WEST AVE.  
 LANCASTER CA 93536  
 POLICE STATION-3D

APPROVAL DATE:
CLIENT SIGNATURE:
REVISIONS



Corporate Business Interiors

www.cbhq.com SALES:LV DESIGNER:JR DATE DRAWN:08-18-09 SCALE:

23 Columbia Street, Erc, CA 92821 P:714.671.0988 F:714.671.1514 14005 MacArthur Blvd, Suite 500 Irvine, CA 92612 P:949.225.3900 F:949.225.3909

P:\Antelope-Valley-College\LANCASTER\05-06-09\AVC-Flrplan.dwg, Layout1, 5/7/2009 2:43:29 PM, Aesons.005-37\_32

# Antelope Valley Community College Campus Security Fleet

As of 7/16/09

30C	1093990	Ford	LTD	Security	2FAFP71W6XX144994	1999	131,796
39C	1230906	Ford	LTD	Security	2FAFP71W1YX140899	2000	85,997
42C	1259796	Ford	LTD	Security	2FAFP71W21X144983	2001	131,106

These are B/Ws equipped with lights, siren, push bars, shotgun rack, radio, plexi-glass cage, cloth seats, spotlights. Note: 43C has a plastic back seat.

These are security vehicles, painted white, equipped with amber lights, radios, spotlights, plexi-glass cage, cloth seats, and push bars (except 42C).

This is an off road police vehicle, painted white, equipped with lights, siren, push bar, shotgun rack, spotlights, and cloth seats.

This is an electric "golf-cart" vehicle in good condition. It is painted white equipped with an amber light bar, siren, radio, and police logos. It is licensed and street legal.

All of the vehicles listed above appear to be in good condition. They are maintained on a regular basis by Steve Lose, a mechanic technician hired by the college. All records are available and will be faxed upon request. Mr. Lose's phone number is (661) 722-6520.

In addition to the above listed vehicles, the college security also owns ***five bicycles*** and ***four motorcycles***. The motorcycles were recently donated to the college by the Los Angeles County Sheriff's Department. All bicycles and motorcycles are in good condition and functional.

**Bechard, Geraldine A.**

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**Subject:** FW: Emailing: AVCC Fleet 09.wpd

-----Original Message-----

From: Killeen, Robert L.

Sent: Tuesday, July 21, 2009 10:21 AM

To: Bechard, Geraldine A.

Subject: RE: Emailing: AVCC Fleet 09.wpd

We will not be accepting any of these vehicles in to the fleet. The age and/or mileage of these vehicles has either exceeded or is very close to the Department's current replacement criteria.

**Subject:** FW: T3 Estimate

**From:** Gina Amicon [mailto:gamicon@t3motion.com]  
**Sent:** Thursday, May 28, 2009 9:04 AM  
**To:** Killeen, Robert L.  
**Subject:** RE: T3 Estimate

Hello Sgt Killeen,

To follow is some budgetary information and attached is information/specs on our T3 Series. Please feel free to contact me with any questions, to obtain a formal quote or arrange for a purchase.

**2008 (Extended into 2009) (LASD receives a 5% discount on these prices)**

Vehicle Package Summary:

- | <u>Qty</u> |   |
|------------|---|
| 1          | Vehicle   |
| 2          | Type B (25-mile range) Batteries <ul style="list-style-type: none"><li>two required per vehicle; type B battery range is 25 miles, which provides power for approximately 8 hours, depending on usage</li></ul> |
| 1          | Battery Charger <ul style="list-style-type: none"><li>charges two batteries simultaneously (3-4 hour charge time)</li></ul>   |

**total vehicle package cost = \$8,988.00**

Accessories/Pannier Bag = \$129.00 ea.

Accessories/Vehicle cover = \$129.00 ea.

Additional Batteries = \$2340/set

Best regards,

**Gina Amicon**  
District Sales Manager



2990 Airway Ave  
Costa Mesa, CA 92626  
office: 714-619-3600 ext. 139  
mobile: 949-795-3848  
fax: 714-619-3616  
email: [gamicon@t3motion.com](mailto:gamicon@t3motion.com)  
web: [www.t3motion.com](http://www.t3motion.com)

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transmission and its attachments without reading or saving in any manner. Thank you.

**Bechard, Geraldine A.**

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**From:** Barbe, William D.  
**sent:** Thursday, October 01, 2009 9:53 AM  
**To:** Bechard, Geraldine A.  
**Subject:** RE: AVCC CONTRACT

Finally,, we got you a quote.

\$10,000.00 for a machine that can record up to 8 lines. Now, this includes installation into a communication rack, but all cabling and VoIP phone configuration has to be done by the college.

Voiceprint requires a connection into the system, but their responsibility ends at that point, so please include in your report that the College is responsible for all necessary cabling and must provide a secure location for the device with power.

Thanks

Bill B

Sgt. Bill Barbe  
LACO Sheriff's Communications  
Special Projects, Logistics and Training  
(323) 881-8021

## Antelope Valley College

3041 West Ave  
Lancaster Ca 93536

### Network Equipment

Qty	Manufacturer	Part Number	Description	List	Discount Price	Extended
1	Cisco	WS-C3560G-24PS-S	Catalyst 3560 24 10/100/1000T PoE + 4 SFP + IPB Image	\$5,595.00	\$3,357.00	\$3,357.00
1	Cisco	GLC-SX-MM	GE SFP, LC connector SX transceiver	\$500.00	\$300.00	\$300.00
1	N/A	CEX-197542-002M	LC/SC - Multi-Mode Fiber 50 Micron - 2 meter	\$17.63	\$0.00	\$17.63
1	APC	SUA1000RM2U	Smart-UPS 1000VA	\$444.65	\$0.00	\$444.65
1	APC	AP9617	APC SNMP adapter card-web enabled	\$304.54	\$0.00	\$304.54
<b>Network Equipment Sub-total</b>						<b>\$4,423.82</b>
<b>Tax @ 9.75</b>						<b>\$431.32</b>
<b>Network Equipment Total</b>						<b>\$4,855.14</b>

### Computer Equipment

Qty	Manufacturer	Part Number	Description	List	Discount Price	Extended
2	Microsoft	Baseline Fees	Enterprise Licensing Fee	\$597.87	\$597.87	\$1,195.74
2	HP	Small Form Factor	Computer & keyboard	0	0	0
2	Samsung	19W	LCD Flat Screen	0	0	0
<b>Total computer equipment &amp; Software</b>						<b>\$1,195.74</b>
<b>Total Network &amp; Computers</b>						<b>\$6,050.88</b>

**Bechard, Geraldine A.**

**Subject:** FW: AVCC CONTRACT

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**From:** Pao, Ted

**Sent:** Tuesday, September 22, 2009 1:55 PM

**To:** Bechard, Geraldine A.

**Cc:** Haas, Jack R.; Barbe, William D.

**Subject:** RE: AVCC CONTRACT

Hi Sgt. Bechard,

Sorry for the delays, I have the estimated cost for the radio portion of the proposed system. We will provide an on-site repeater on a standalone frequency for the campus. This will not be on the same frequency as Lancaster/Palmdale dispatch and Ltac. This will be a dedicated repeater for the campus. We will also provide a desktop radio at the dispatcher position with a remote console in the Watch Deputy or desk position. I would also recommend they install a second desktop radio to monitor the Lancaster/Palmdale dispatch and Ltac. This will allow them to monitor their working frequencies traffic that may affect their operation. The repeater will require a suitable location for installation; secured, environmentally controlled, rooftop access, and power. The radio and repeater will also have to have FCC licensed for the frequencies they will utilize. I have included the repeater and desktop radio licenses on the dispatch, Ltac and campus repeater. The college will have to provide repeater space located in the highest part of the campus, it could be a multi-story building.

The total estimated cost for all the repeater and radio work is \$28,500.

rt. Barbe William or one of his deputies will provide the cost of the voiceprint. The voiceprint will also need to have a secured, environmentally control, SDN network connection, and power from a UPS.

**LA COUNTY SHERIFF'S DEPARTMENT**

**Customer:** Jack Haas  
**Attn:** AV College  
**Date:** 19-Aug-09

**Quoted by:** Dave Andrews  
 Motorola Senior Account Manager  
 Phone: 213.362.8704

Pricing is quoted for equipment only. This quote does not include any programming services, installation, or other integration. Prices are based on LA County Contract #43070  
 The pricing information herein is from the LA County contract and can be ordered by following the process prescribed in the LA County contract (vendor agreement number 43070).

Nomenclature	Qty	Description	List Price	Discount	Contract Pricing	Extended Price
<b>XTS5000 PORTABLE RADIO</b>						
H18SDFPW6 N	8	PORTABLE ASTRO DIGITAL XTS 5000 MODEL II, 450-520MHZ, 6W, 512-CHANNEL	\$2,188.00	22.00%	\$	13,466.92
Q806	8	DIGITAL APCO 25 CAI	\$515.00	22.00%	\$	3,213.80
Q159	8	UCM HARDWARE ENCRYPTION	\$150.00	22.00%	\$	936.00
H14	8	ID DISPLAY	\$75.00	22.00%	\$	468.00
H35	8	CONVENTIONAL SOFTWARE	\$300.00	22.00%	\$	4,992.00
Q58AK	8	THREE YEAR WARRANTY	\$145.00	0.00%	\$	1,160.00
Q43	8	3500 Mah NIMH BATTERY	\$58.00	22.00%	\$	424.32
RNN4008B	8	3500 Mah NIMH BATTERY	\$125.00	40.00%	\$	600.00
PMMN4051	8	REMOTE SPEAKER MICROPHONE	\$89.00	15.00%	\$	\$605.20
WPPN4021 R	8	7 VOLT ADAPTER PLATE	\$15.00	33.30%	\$	\$80.00
WPPN4065 R	2	MULTI-UNIT CONDITIONING CHARGER, 4-STATION B	\$399.00	35.50%	\$	\$515.00
NTV1667A	1	SINGLE UNIT TRI CHEMISTRY CHARGER DELIVERY CHARGES	\$100.00	30.00%	\$	\$69.84
						<b>\$634.25</b>

**SUB-TOTAL:** \$27,184.23  
**TAXES @ 7.5%:** \$2,473.57  
**TOTAL:** \$29,657.80

September 11, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AGREEMENT FOR GENERAL LAW ENFORCEMENT AND SECURITY SERVICES  
AND AGREEMENT FOR TRANSFER OF PERSONNEL, EQUIPMENT, AND  
FACILITIES WITH THE ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT  
(3 VOTES)(FIFTH DISTRICT)**

**SUBJECT**

The Los Angeles County Sheriff's Department (Sheriff's Department) seeks approval of a General Law Enforcement and Security Services Agreement between the County of Los Angeles and the Antelope Valley Community College District, effective upon Board approval through June 30, 2014. The Sheriff's Department also seeks approval of an Agreement for Transfer of Personnel, Equipment, and Facilities with the Antelope Valley Community College District related to the first time services provided by the Sheriff's Department and required start-up costs.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Chairman of the Board of Supervisors to sign the attached General Law Enforcement and Security Services Agreement between the County of Los Angeles and the Antelope Valley Community College District (Attachment 1), effective upon Board approval through June 30, 2014, at the initial cost of \$1,440,306.87 for the 2009-2010 fiscal year, based on the Auditor-Controller's current Community College contract rates.
2. Authorize and instruct the Chairman of the Board of Supervisors to sign the attached Agreement for Transfer of Personnel, Equipment, and Facilities

between County of Los Angeles and the Antelope Valley Community College District which effectuates the transfer of law enforcement functions to the Sheriff's Department, authorizes use of the District facilities by the Sheriff's Department, transfers ownership of certain equipment to the County, and reimburses the County for start-up costs in the amount of \$101,152.70.

### **PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to gain your Board's approval for the Sheriff's Department to provide law enforcement and security services to the Antelope Valley Community College District (District). Los Angeles County Charter Section 56-3/4 allows for contracts between counties and districts for the performance of district functions by the County of Los Angeles.

#### **Implementation of Strategic Plan Goals**

This recommended action conforms to the Los Angeles County's Strategic Plan, Goal 5, Public Safety, by maintaining a law enforcement presence on the Antelope Valley Community College campuses. The Sheriff's Department is able to provide protection and security for thousands of students and faculty in attendance.

### **FISCAL IMPACT / FINANCING**

None. There is no net County cost to the General Law Enforcement and Security Services agreement due to offsetting revenue from the Antelope Valley Community College District. The rates, as determined by the Auditor-Controller, recover all direct and indirect overhead costs. The Antelope Valley Community College District will reimburse the County of Los Angeles for all costs associated with law enforcement and security services. It is anticipated that the costs to the District for Fiscal Year 2009-2010 will be \$1,440,306.87.

There is no net County cost to the Transfer of Personnel, Equipment, and Facilities Agreement. The District will reimburse the County for start up costs in the amount of \$101,152.70.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Upon Board's approval, the Los Angeles County Sheriff's Department will provide general law enforcement and security services to two campuses within the Antelope Valley Community College District. The District's Board of Trustees approved the

Honorable Board of Supervisors

September 11, 2009

Page 3

General Law Enforcement and Security Services Agreement for services through June 30, 2014.

The Transfer agreement effectuates the transfer of law enforcement functions to the Sheriff's Department, authorizes use of the District facilities by the Sheriff's Department, transfers ownership of certain equipment to the County, and reimburses the County for start-up costs in the amount of \$101,152.70. There will be no transfer of personnel under this agreement. The District will transfer all firearms in its current armory inventory to the County at no cost to County. Additionally, all start-up costs, including the purchase of three (3) T3's and all communications and telephone installation costs, will be paid for by the District.

The attached agreements have been approved as to form by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There is no anticipated impact on current law enforcement services.

**CONCLUSION**

Upon approval by your Board, it is requested that the Executive Officer, Board of Supervisors, return two originally executed General Law Enforcement and Security Services Agreements and two originally executed Agreements for Transfer of Personnel, Equipment and, Facilities to the Sheriff's Department, Contract Law Enforcement Bureau for further processing.

Respectfully submitted,

LEROY D. BACA  
SHERIFF

LDB:EFR:RTM:gab  
(Contract Law Enforcement Bureau)

**Attachments**

- c: Executive Office of the Board of Supervisors
  - William Fujioka, Chief Executive Officer
  - Sharon Harper, Chief Deputy Administrative Officer
  - Robert E. Kalunian, Acting County Counsel
  - Paul I. Yoshinaga, Chief Legal Advisor
  - Paul K. Tanaka, Assistant Sheriff
  - Neal B. Tyler, Chief, Region I
  - Cecil W. Rhambo, Chief, Region II
  - Thomas P. Angel, Chief, Region III
  - Victor C. Rampulla, Division Director, Administrative Services Division (ASD)
  - Glen Dragovich, Assistant Division Director, ASD
  - David Waters, Commander ASD
  - Edward Rogner, Captain, Contract Law Enforcement Bureau
  - Ralph Webb, Captain, Community College Bureau
  - Scott Strange, Sergeant, ASD
  - Conrad Meredith, Manager, Financial Programs, ASD
  - Gerry Bechard, Sergeant, CLEB