



**M E M O R A N D U M**  
**SHERIFF'S OFFICE**  
**ADMINISTRATIVE SERVICES**  
County of Placer

TO: Honorable Board of Supervisors DATE: July 06, 2021  
FROM: Devon Bell, Sheriff-Coroner-Marshal  
BY: Jerry Rogers, Administrative Services Manager  
SUBJECT: City of Colfax Law Enforcement Services Contract Amendment

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**ACTION REQUESTED**

Approve Amendment No. 6 to the contract between the Placer County Sheriff's Office and the City of Colfax to adjust the rate for law enforcement services to \$827,370 for the July 1, 2021 to June 30, 2022 term. Revenue from this contract is included in the Sheriff's Office FY 2021-22 Adopted Budget.

**BACKGROUND**

The Placer County Sheriff's Office provides law enforcement services to the City of Colfax. Your Board approved the most recent contract in 2015, which took effect July 1st of the same year. Section 6 of the contract allows for the rate of law enforcement services to be updated each year the contract is in place to reflect changes in salaries, benefits, equipment, and services. For FY 2021-22 the amended contract amount is \$827,370, which represents an increase of \$45,755 or 5.85% over the previous year. The term of the contract is extended to June 30, 2022. All other terms of the contract remain unchanged and in effect.

**FISCAL IMPACT**

Estimated revenues from this amendment are included in the FY 2021-22 Sheriff's Office Adopted Budget. There is no impact to the General Fund.

**ATTACHMENTS**

City of Colfax Contract Amendment No. 6 & Exhibit A

BEGINS: July 1, 2021

ADMINISTERING AGENCY: Sheriff-Coroner-Marshal

CONTRACT NO. 13508

AMENDMENT NO. 6

DESCRIPTION: Contract amendment between County of Placer, Office of the Sheriff-Coroner-Marshal and the City of Colfax to update the annual cost of providing law enforcement services for FY 2021-22

THIS AMENDMENT No. 6 of contract No. 13508 is made as of July 1, 2021, by and between the COUNTY OF PLACER, Office of the Sheriff-Coroner-Marshal, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and the CITY OF COLFAX, a municipal corporation, hereinafter referred to as "CITY".

The original contract No. 13508 is hereby amended as follows:

**Section 1 DURATION OF CONTRACT:** This agreement shall commence on July 1, 2021 for a period of one year, expiring on June 30, 2022, unless terminated under conditions of Section 2.

**Section 6 PAYMENT FOR SERVICES:** The cost of performing law enforcement services for the year beginning July 1, 2021 through June 30, 2022 both dates inclusive, will be agreed to in the amount of \$827,370 (EIGHT HUNDRED TWENTY-SEVEN THOUSAND THREE HUNDRED SEVENTY DOLLARS) per attached Exhibit A. This sum shall be paid in four equal quarterly installments of \$206,843 (TWO HUNDRED SIX THOUSAND EIGHT HUNDRED FORTY-THREE DOLLARS) to be paid on September 1, 2021; December 1, 2021; March 1, 2022; and June 1, 2022. The COUNTY will provide an amendment adjusting salaries, liability insurance, vehicle rates, and cost of living to the CITY each year for basic law enforcement services for adoption effective July 1 with an amendment approved by both parties.

All other terms and conditions set forth in the Agreement shall remain unchanged and in full force and effect.

IN WITNESS THEREOF, the parties hereto have executed this amendment the day and year first written above.

**CITY OF COLFAX**

**COUNTY OF PLACER**

By: \_\_\_\_\_  
City of Colfax

By: \_\_\_\_\_  
Chair, Board of Supervisors

By: \_\_\_\_\_  
Devon Bell  
Placer County Sheriff

Approved as to Form

Approved as to Form

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
County Counsel

**PLACER COUNTY SHERIFF'S OFFICE  
CITY OF COLFAX - CONTRACT SERVICES  
FISCAL YEAR 2021/2022**

**SALARY AND BENEFITS:**

| Qty                          | Class/Description     | Pay Type         | Annual Hours/Units | Billable Hours/Units* | 2020-2021 Hrly Rate | 2021-2022 Hrly Rate | 2020-2021 Cost    | 2021-2022 Cost    | Increase/ Decrease |
|------------------------------|-----------------------|------------------|--------------------|-----------------------|---------------------|---------------------|-------------------|-------------------|--------------------|
| 0.5                          | Sergeant              | Regular Pay      | 2080               | 1040                  | 125.51              | 132.55              | \$ 130,532        | \$ 137,853        | \$ 7,321           |
| 0.5                          | Sergeant              | Overtime         | 120                | 60                    | 118.23              | 117.19              | \$ 7,094          | \$ 7,031          | \$ (63)            |
| 0.5                          | Sergeant              | Holiday Overtime | 48                 | 24                    | 163.45              | 171.02              | \$ 3,923          | \$ 4,104          | \$ 182             |
| 2.25                         | Deputy II             | Regular Pay      | 2080               | 4680                  | 98.47               | 105.92              | \$ 460,851        | \$ 495,705        | \$ 34,854          |
| 2.25                         | Deputy II             | Overtime         | 127                | 286                   | 92.44               | 91.96               | \$ 26,414         | \$ 26,279         | \$ (135)           |
| 2.25                         | Deputy II             | Holiday Overtime | 48                 | 108                   | 127.13              | 134.17              | \$ 13,730         | \$ 14,490         | \$ 760             |
| 0.1                          | Detective (Deputy II) | Regular Pay      | 2080               | 208                   | 116.68              | 119.74              | \$ 24,269         | \$ 24,906         | \$ 637             |
| 0.1                          | Detective (Deputy II) | Overtime         | 127                | 13                    | 107.95              | 103.92              | \$ 1,371          | \$ 1,320          | \$ (51)            |
| 0.1                          | Detective (Deputy II) | Holiday Overtime | 48                 | 5                     | 149.05              | 151.67              | \$ 715            | \$ 728            | \$ 13              |
| <b>Total Personnel Costs</b> |                       |                  |                    |                       |                     |                     | <b>\$ 668,900</b> | <b>\$ 712,416</b> | <b>\$ 43,517</b>   |

**OTHER COSTS:**

| Item                       | Description  | 2020-2021 Cost    | 2021-2022 Cost    | Increase/ Decrease |
|----------------------------|--|-------------------|-------------------|--------------------|
| Communication              | IT Charges and Radio Costs   | \$ 26,697         | \$ 29,532         | \$ 2,834           |
| Direct Operational Support | Direct operational staff support                                       | \$ 33,445         | \$ 35,621         | \$ 2,176           |
| Equipment & Supplies       | Equipment & Supplies   | \$ 11,305         | \$ 8,261          | \$ (3,044)         |
| Training                   | Specialized training which may include accident investigation training | \$ 7,878          | \$ 8,474          | \$ 596             |
| Vehicle Expenses           | Vehicles charged @ \$5.15 per billable hours                           | \$ 33,390         | \$ 33,066         | \$ (324)           |
| <b>Total Other Costs</b>   |  | <b>\$ 112,715</b> | <b>\$ 114,954</b> | <b>\$ 2,238</b>    |

|                             |                   |                   |                  |
|-----------------------------|-------------------|-------------------|------------------|
| <b>Total Contract Costs</b> | <b>\$ 781,615</b> | <b>\$ 827,370</b> | <b>\$ 45,755</b> |
|-----------------------------|-------------------|-------------------|------------------|

|                              |              |
|------------------------------|--------------|
| <b>Total Contract Change</b> | <b>5.85%</b> |
|------------------------------|--------------|

|                                      |                   |
|--------------------------------------|-------------------|
| <b>21-22 Base Quarterly Payments</b> | <b>\$ 206,843</b> |
|--------------------------------------|-------------------|

**City of Colfax - Contract Services  
Fiscal Year 2021/2022**

- Salaries & Benefits increased due to Measure F increases: Sergeant 2.59% and Deputy Sheriff I/II 2.91%.
- Communication costs increased due to the overall increases of County IT charges including Workday.
- Direct operational support including dispatch, evidence, records and other direct support cost the Deputies and Sergeant assigned to Colfax.
- Replacement cost for deputy equipment is \$2,453 per person per year, which is 15% of decrease from the FY20/21 contract due to the update in personal duty gear and useful life time. Other supplies are determined based on the costs incurred and projected in FY20/21 divided by 137 total Patrol funded FTEs and multiplied by the Colfax portion accordingly.
- Training cost is calculated based on FY21/22 Deputy Rate \$105.92 multiplied by 2 classes of 40 hour/class, which is a minimum amount of increase.
- Methodology to determine vehicle charges is to determine a per hour vehicle cost, which is based on projected and annualized FY20/21 Fleet costs divided by total minimum staffing hours.