

Telephone:802-878-7111

STATE OF VERMONT

Email

Jame.whitcomb@state.vt.us

DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE



BARRACKS NAME

Williston
2777 St. George Rd.
Williston, VT 05495

Charlotte Safety Committee
Town of Charlotte
P.O. BOX 119
Charlotte, Vermont 05445

Dear Safety Committee Members,

Please see included Request for Quote from the Vermont State Police Williston Station. I have reviewed our current obligations and staffing and feel that the State Police Williston Barracks in conjunction with the New Haven State Police Barracks can support a contract reflecting 60 hours of service a month.

I always point out to the towns that the composite rate that they are quoted in the contract (in this case \$ 63.05 per hour) is merely an estimate for them to use for budgeting purposes; they will be billed for actual costs which could be higher but in most cases is lower than the quoted composite rate (depending on the seniority/hourly rate of the troopers working the contract). If they're worried about us going over budget the contract form does allow for a "Total Contract Not To Exceed" amount.

After I reviewed your request I have include a standard State Police Contract used for yearly Town contracts. You will see that the **State Police hourly rate is - Total \$63.05** and includes overhead cost. You should know that the State Police (average) overtime rate is: \$50.44 and overhead costs (average)\$12.61. The composite rate described above is an estimate. You will be billed for actual costs which could be higher but in most cases is lower than the quoted composite rate, (depending on the seniority/hourly rate of the Troopers who are available to work the contract. The contract includes a "Not to exceed" total amount.

I would like to point out that our current service to the Town includes the below requested services (with highlighted modifications based on Trooper availability). We consider this part of our everyday service to the Town and it should not require added contract cost. This service would continue without contract cost but would be supplemented by a Trooper working "contract

"Your Safety Is Our Business"

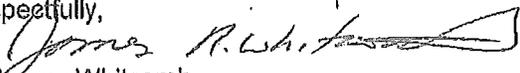
time". Response time, and on scene availability would be improved based on the fact that a Trooper is guaranteed to be in the area if he/she is working contract time.

1. *General Patrol in the Town of Charlotte.*
 - a. *General Patrol shall include, but is not limited to the following:*
 - i. *Conducting traffic enforcement (issuing Traffic Tickets as well as Written Warnings)*
 - ii. *Answering complaints and request for service within the Town of Charlotte, within the confines of State Police policy and procedure and are reasonably related to public safety (General services that would not necessarily generate a criminal complaint or arrest)*
 - iii. *Investigating criminal complaints within the Town of Charlotte and investigate to completion.*
 - iv. *Conduct citizen outreach and programs (Neighborhood Watch, Attend Selectboard meeting (as requested), and school programs and safety meetings (Once a month during school session.)*
 - v. *Assisting with and Investigating motor vehicle crashes.*
 - vi. *When available assist with Fire and Rescue calls within the Town of Charlotte, (As representatives with concerns for public safety as Troopers are not certified EMT responders)*
2. *Prepare reports outlining ongoing issues within the Town of Charlotte (Upon request).*
3. *Attend court proceeding relevant to complaints, traffic tickets, and arrests within the Town of Charlotte.*

This is an error. [I would like to highlight the fact that it is not our practice to charge a Town for court time unless the Trooper is going to court solely for a court appearance that was the result of working the Charlotte contract. Tickets issued during contract work are co-mingled with other tickets in traffic court. We would not use contract time to cover Trooper involvement

We look forward to continuing providing you with additional, professional, collaborative, best practice service if this proposal is accepted. Please contact me with any needed clarification.

Respectfully,


Lt. James Whitcomb

**VERMONT DEPARTMENT OF PUBLIC SAFETY
TRAFFIC CONTROL/ENFORCEMENT SERVICES**

Project/Grant #

LONG TERM CONTRACT

The undersigned, hereinafter referred to as "Client", agrees to reimburse the Vermont Department of Public Safety for traffic control and security services in accordance with 20 V.S.A. §1871(c) described below, performed by the Vermont State Police.

TOWN	BEGINNING DATE	ENDING DATE
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SERVICES PROVIDED:

Enhanced Law enforcement services, to include enforcement of criminal and motor vehicle laws of the State of Vermont, as well as enforcement of town ordinances.

COMPENSATION

The Client will be charged on a per hour basis. The rate will reflect the actual cost to the Department of the officer(s) providing services based on actual hours worked. The client agrees additionally to reimburse the Department of Public Safety for overhead costs. The overhead rate includes the operating and administrative costs that are attributable to all programs. The following types of costs are included in this rate: dispatching, vehicle operating, and administrative costs,

State Police Rates - Total \$63.05

SP Overtime (average): \$50.44 | Overhead costs (average)\$12.61

Billing Computation

1 Number of Officers	1
2 Hours of Service per Officer per week	15
3 Multiply Line 1 by Line 2 and Enter Weekly Hours	15
4 Multiply Line 3 by total number of weeks of this contract and Enter Total	780
5 Multiply Total by \$63.05 (total contract rate) and enter the estimated total cost to be billed.	\$ 49,175
6 TOTAL CONTRACT NOT TO EXCEED:	\$ 49, 175

Payment is required within thirty (30) days from receipt of invoice to the address shown.

Department of Public Safety
ATTN: Accounts Payable
103 South Main Street
Waterbury, VT 05671-2101

SIGNATURES

By signing this contract, the Client, or Client's Agent, agrees that the Client, or Client's Agent will reimburse the Department of Public Safety for all costs as specified under Compensation.

Client/Client's Agent's Name (Print)	Company Name
Client/Client's Agent's Signature	Address
Date	Phone Number (include area code)
VSP Station Commander (Send original to Support Services Commander via U.S. Mail only.)	Date
Support Services Commander	Date
Commissioner, Department of Public Safety	Date

VERMONT DEPARTMENT OF PUBLIC SAFETY TRAFFIC CONTROL/ENFORCEMENT SERVICES		Project/Grant #
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Date	Phone Number (include area code)	
VSP Station Commander (Send original to Support Services Commander via U.S. Mail only.)		Date
Support Services Commander		Date
Commissioner, Department of Public Safety		Date