

**Subject:** Authorize the City Manager to contract with the Alaska Department of Corrections, Division of Probation and Parole

Agenda of: **June 27, 2013**

Council Action:

Manager: Recommend approval of Agreement with Department of Corrections for the Community and Regional Jail.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Chief Dan Pasquerillo	DP	
X	Finance / Carol Shade	CS	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):** Page 1 of Standard Agreement Form for Professional Services

**Summary Statement.** The purpose of this Action Memorandum is to authorize the City Manager to continue the Standard Agreement for Professional Services with the Department of Corrections for managing the Regional and Community Jail in Dillingham.

- The FY 13 agreement was for \$480,417 and expires on June 30, 2013
- FY 14 agreement is for 5 years from July 1, 2013 – June 30, 2018
- This will be a five year contract with annual CPI and Geographical differential increases applied each fiscal year with notification of the new rate in May of each fiscal year.
- The total contract for FY 14 is \$641,300 from July 1 – June 30, 2014
- The general responsibility of the City is to operate a facility for the care and confinement of prisoners in accordance with this contract.
- The contract is for 8 beds.

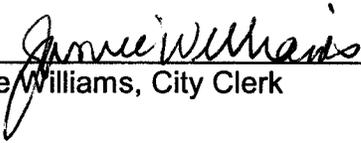
PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 27, 2013.

SEAL:



Alice Ruby  
Alice Ruby, Mayor

ATTEST:

  
\_\_\_\_\_  
Janice Williams, City Clerk

## STANDARD AGREEMENT FORM FOR PROFESSIONAL SERVICES

1. Agency Contract Number <b>2041003</b>	2. ASPS Number	3. Financial Coding 20665500-15905-76900004-73076	4. Agency Assigned Encumbrance <b>2041003</b>
5. Vendor Number <b>CIU84215</b>	6. Project/Case Number <b>Regional and Community Jail: Dillingham</b>		7. Alaska Business License Number <b>not applicable</b>
This contract is between the State of Alaska,			
8. Department of <b>Corrections</b>		Division <b>Probation and Parole</b>	hereafter the State, and
9. Contractor <b>City of Dillingham, Police Department</b>			hereafter the Contractor
Mailing Address <b>P.O. Box 869</b>	Street or P.O. Box <b>404 D Street</b>	City <b>Dillingham</b>	State <b>AK</b> ZIP+4 <b>99576</b>
10. <b>ARTICLE 1. Appendices:</b> Appendices referred to in this contract and attached to it are considered part of it.			
10. <b>ARTICLE 2. Performance of Service:</b>			
2.1 Appendix A (General Provisions), Articles 1 through 14, governs the performance of services under this contract.			
2.2 Appendix C sets forth the services, liability and insurance provision of this contract to be performed by the contractor.			
10. <b>ARTICLE 3. Period of Performance:</b> The period of performance for this contract begins <u><b>July 1, 2013</b></u> and ends <u><b>June 30, 2018</b></u>			
10. <b>ARTICLE 4. Considerations:</b>			
4.1 In full consideration of the contractor's performance under this contract, the State shall pay the contractor a sum not to exceed <b>\$641,300.00</b> in accordance with the provisions of Appendix D.			
4.2 When billing the State, the contractor shall refer to the Authority Number or the Agency Contract Number and send the billing to:			
11. Department of <b>Corrections</b>		Attention: Division of <b>Administrative Services, Accounting</b>	
Mailing Address <b>PO Box 112000, Juneau, AK 99811-2000</b>		Attention: <b>Devra Hayes (ph. 907-465-3478)</b>	
<b>12. CONTRACTOR</b>			
Name of Firm <b>City of Dillingham</b>		14. <b>CERTIFICATION:</b> I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815-.820. Other disciplinary action may be taken up to and including dismissal.	
Signature of Authorized Representative	Date		
Typed or Printed Name of Authorized Representative <b>Daniel Forster</b>			
Title <b>City Manager (ph. 907-842-5354; fax 907-842-5785)</b>			
13. <b>CONTRACTING AGENCY</b>			
Department/Division <b>Corrections / Probation and Parole</b>	Date	Signature of Head of Contracting Agency or Designee	Date
Signature of Project Director		Typed or Printed Name <b>John Schauwecker</b>	
Typed or Printed Name of Project Director <b>Carrie Belden</b>		Title <b>Procurement Manager CPPB, C.P.M.</b>	
Title <b>Director, Probation and Parole (ph. 907-269-7367)</b>		<b>Dept. of Corrections Juneau Procurement Officer (907-465-3399)</b>	

**NOTICE: This contract has no effect until signed by the head of contracting agency or designee.**