

**Subject:** Authorize the City Manager to contract with the Alaska Department of Public Safety (Department) for Special Services for FY 2015

**Agenda of:** June 19, 2014

Council Action:

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Chief of Police / Dan Pasquariello	DP	
X	Finance / Carol Shade	CS	
X	Acting City Clerk / Bernadette Packa	BP	

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

**Other Attachment(s):** Contract

**Summary Statement.** The purpose of this Action Memorandum is to authorize the City Manager to continue a contract with the Department for FY 2015 to provide the following services:

1. Provide full dispatch services 24 hours daily to personnel of the Department;
2. Maintain the State computer "APSIN System", and the City in-house computer system, using these systems to support Department enforcement activities, inclusive of warrant entry and deletion, routine computer information requests, message services, record requests, etc;
3. Provide 24-hour daily telephone answering and message taking service for the Department telephone in Dillingham.
4. Provide prisoner transport and guarding services for prisoners needing to appear in local courts whenever Department personnel are unavailable or unable to perform such duties.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 19, 2014.

Kaggia Ruby Mayor Pro Tempore  
Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams  
Janice Williams, City Clerk



**ALASKA DEPARTMENT OF PUBLIC SAFETY  
CONTRACT FOR SPECIAL SERVICES**

**JULY 1, 2014 to JUNE 30, 2015**

**GENERAL PROVISIONS**

The parties. The parties to this contract are the Alaska Department of Public Safety (hereinafter referred to as the "Department") and the City of Dillingham (hereinafter referred to as the "City").

Sole Agreement. The City and the Department undertake this contract under the terms set forth below. This contract is the sole agreement between the parties relating to special services, and there are no other agreements, express or implied.

Effective Date/Termination/Amendments. This contract is effective July 1, 2014, and continues in force until June 30, 2015. Either party may terminate the agreement with thirty (30) days written notice to the other party. This agreement may be amended by written agreement of the parties.

1. The Department will pay the City for services provided in accordance with, and under the terms of, this contract. Payments will be made quarterly in the amount of \$5,000 for a total of \$20,000. Payment for services provided under this contract will be made in four payments in the amount of and covering the period indicated below:

<b>Period Covered</b>	<b>Amount</b>	<b>Payment Process Can Be Initiated</b>
07/01/14 – 09/30/14	\$5,000.00	10/01/14
10/01/14 – 12/31/14	\$5,000.00	01/01/15
01/01/15 – 03/31/15	\$5,000.00	04/01/15
04/01/15 – 06/30/15	\$5,000.00	06/01/15
<b>12 Month Total</b>	<b>\$20,000.00</b>	

2. The City will provide and perform the services specified in this contract to the satisfaction of the Department, in support of Department personnel and operations.

**SPECIFIC PROVISIONS**

3. The City will:
  - a. Provide full dispatch services 24 hours daily to personnel of the Department working in vehicle, vessel, on foot, or in aircraft;
  - b. Maintain the state computer "APSIN System," and the City in-house computer system, using these systems to support Department enforcement activities,

**ALASKA DEPARTMENT OF PUBLIC SAFETY  
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inclusive of warrant entry and deletion, routine computer information requests, message services, record requests, etc;

- c. Provide 24-hour daily telephone answering and message taking service for Department telephones for the Dillingham Post.
- d. Provide prisoner transport and guarding services for prisoners needing to appear in local courts whenever Department personnel are unavailable or unable to perform such duties.

**IN WITNESS OF THIS AGREEMENT**, the undersigned duly authorized officers have subscribed their names on behalf of the City and the Department respectively.

For the City of Dillingham:

For the Department of Public Safety:

By \_\_\_\_\_

By \_\_\_\_\_

Printed Name \_\_\_\_\_

Printed Name \_\_\_\_\_

Official Title \_\_\_\_\_

Official Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_