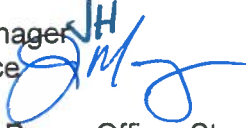


**NORTHGLENN POLICE DEPARTMENT
COUNCIL MEMORANDUM #2017 - 07**

DATE: July 10, 2017

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: James A. Hayes, AICP, City Manager
James S. May, Jr., Chief of Police 

SUBJECT: CR #72 - Acceptance of Grants; Peace Officer Standards and Training (POST), CDOT (LEAF), and High Visibility Impaired Driving Enforcement (HVE)

PURPOSE

City Council is considering a Resolution to accept a grant from Peace Officer Standards and Training (POST) in the amount of \$4,766, a LEAF Grant in the amount of \$10,000 and \$12,000 in grant funding from the High Visibility Impaired Driving Enforcement (HVE).

BACKGROUND

From Peace Officer Standards and Training (P.O.S.T.), the Police Department was awarded \$4766 for Training Equipment.

From CDOT's Office of Transportation Safety, the Police Department was awarded a \$10,000 LEAF (Law Enforcement Assistance Fund) grant for officer overtime DUI enforcement to educate the public and conduct saturation patrol in order to reduce drunk driving and create safer streets.

From the CDOT High Visibility Impaired Driving Enforcement (HVE) Program, we received a \$12,000 grant for DUI holiday enforcement in the form of officer overtime.

BUDGET/TIME IMPLICATIONS:

Funds to initially cover the expenses are in the 2017 Police Department budget. These grant funds will allow the department to provide additional enforcement for DUI and High Visibility Impaired Driving enforcement and to purchase needed training equipment.

STAFF RECOMMENDATION

Staff recommends the approval of grants for CDOT (LEAF), High Visibility Impaired Driving Enforcement (HVE) and Peace Officer Standards and Training (POST).

STAFF REFERENCE

If Council Members have any comments or questions, they may contact Chief James S. May, Jr., at 303/450-8967, or jmay@northglenn.org.

ATTACHMENTS

POST award letter, Purchase Order and Grant Application; LEAF grant award and application; HVE grant award and application.

msn

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-72
Series of 2017

Series of 2017

A RESOLUTION ACCEPTING GRANT AWARDS FOR THE NORTHGLENN POLICE DEPARTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council of the City of Northglenn hereby accepts the following grant awards for grant applications submitted by the Northglenn Police Department:

- (a) \$4,766.00 grant funding from the Peace Officer Standards and Training (P.O.S.T.) for training equipment;
- (b) \$10,000.00 grant funding from the Colorado Department of Transportation Law Enforcement Assistance Fund (LEAF) for personnel services overtime and equipment for DUI enforcement; and
- (c) \$12,000.00 grant funding from the Colorado Department of Transportation High Visibility Impaired Driving Enforcement (HVE) Program for personnel services overtime for holiday DUI enforcement.

DATED, at Northglenn, Colorado, this _____ day of _____, 2017.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney



CYNTHIA H. COFFMAN
Attorney General

DAVID C. BLAKE
Chief Deputy Attorney General

MELANIE J. SNYDER
Chief of Staff

FREDERICK R. YARGER
Solicitor General

STATE OF COLORADO
DEPARTMENT OF LAW

RALPH L. CARR
COLORADO JUDICIAL CENTER
1300 Broadway, 9th Floor
Denver, Colorado 80203
Phone (720) 508-6000

Peace Officer Standards
and Training

May 25, 2017

TO: Northglenn Police Department,

Congratulations! The office of Peace Officer Standards and Training (POST) has approved an award of **\$4,766.00** for your law enforcement training program. Our offer of this award is subject to your agreement to:

1. Use the grant funds **only** as specified in the submitted approved grant application;
2. Maintain your records to show and account for the uses of grant funds;
3. Allow POST access to records to verify grant expenditures and activities;
4. Comply with reasonable requests for information about program activities; *and*
5. Meet terms and conditions specified in the Purchase Order attached to this letter.

If your organization agrees to these terms, please print a single-sided copy of the attached Purchase Order and Exhibit A (five pages) and have an authorized representative sign and return it to POST. The Purchase Order requires original signature, therefore, the Purchase Order must be returned via postal mail.

Mail the Purchase Order (with original signature) to:

Susan Carter-Training Coordinator
Ralph Carr Judicial Center
Peace Officer Standards and Training
1300 Broadway Street, 9th Floor
Denver, CO 80203

You cannot incur any charges, pay for, or order any items that have been approved in this award prior to the full execution of the Purchase Order and prior to July 1, 2017. Once the Purchase Order has been signed by the State a copy will be returned to you electronically for your records along with instructions for how to receive your funds. Again, you may not incur costs prior to the date the State Controller Delegate signs the Purchase Order.

The end date for this Purchase Order is **March 31, 2018**. All paid invoices for payment must be submitted no later than close of business **March 31, 2018**; unless prior authorization for an extension is granted by the POST Training Manager, or designee.

If you have any questions please contact Susan Carter at susan.carter@coag.gov or 720-508-6559.

Sincerely,

Cory A. Amend
POST Director


COLORADO DEPARTMENT OF LAW		IMPORTANT		PURCHASE ORDER		
PEACE OFFICER STANDARDS AND TRAINING (POST)		The PO # and LINE # must appear on all invoices, packing slips, cartons and correspondence.		DEPARTMENT OF LAW		
RALPH L. CARR COLORADO JUDICIAL CENTER			PEACE OFFICER STANDARDS and TRAINING			
1300 BROADWAY, 9th FLOOR			PO #:	GAE LAA 2018000000000000066		
DENVER, CO 80203			Start Date: 7/1/2017	End Date: 3/31/2018		
Vendor Name:	Northglenn Police Department	State Award #: None				
Vendor Contact:	Nicolle Romero	ALPHA, ORG or FUND: 4500 PINS				
Phone:	303-450-8879					
E-Mail:	nromero@northglenn.org					
Ship To:		Invoice To:				
Name and Address:	Northglenn Police Department	Susan Carter-Colorado Department of Law				
	11701 Community Center Drive	Peace Officer Standards and Training (POST)				
	Northglenn, CO 80233	1300 Broadway, 9th Floor				
		Denver CO 80203				
Instructions to Vendor						
Any questions regarding this PO should be directed to Susan.Carter@coag.gov or 720-508-6559		1. If for any reason delivery of this order is delayed beyond the delivery/installation date shown, please notify the agency contact named at the top left. (Right of cancellation is reserved in instances in which timely delivery is not made.)				
		2. All chemicals, equipment and materials must conform to the standards required by OSHA.				
Special Instructions:						
1.	Order of precedence: 1) Purchase Order Terms & Conditions; 2) Exhibit A Statement of Work (SOW)/Applicable Laws (Exhibit A).					
2.	Purchase Order Terms and Conditions: https://www.colorado.gov/osc/purchase-order-terms-conditions					
3.	Description:					
•	This Purchase Order is to provide funds to Vendor to secure training equipment for the training of certified peace officers in the State of Colorado. See Exhibit A Statement of Work .					
•	Payment will be made upon satisfactory delivery of goods and/or completion of training or services and receipt of a correct vendor invoice and documentation of training attendance.					
•	Vendor invoices must be received no later than sixty (60) calendar days from the delivery of goods and/or the completion of services and/or training. It is the responsibility of the Vendor to ensure that invoices are received at the "Invoice To" location above within the time frame specified. ALL INVOICES FOR PAYMENT MUST BE SUBMITTED NO LATER THAN CLOSE OF BUSINESS MARCH 31, 2018; UNLESS PRIOR AUTHORIZATION FOR AN EXTENSION IS GRANTED BY THE THE POST TRAINING MANAGER, OR DESIGNEE.					
•	THIS PURCHASE ORDER IS NOT EFFECTIVE UNTIL SIGNED BY A STATE PURCHASING DELEGATE. UNDER NO CIRCUMSTANCES SHALL THE GOODS AND/OR SERVICES BE ORDERED OR PERFORMED PRIOR TO THE PO EFFECTIVE DATE, NOR EXCEED THE DOCUMENT TOTAL WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE DEPARTMENT OF LAW.					
					DOCUMENT TOTAL = \$4,766.00	
Printed Signatory Name and Title		THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS FOR THE STATE OF COLORADO				
Printed Name:		Name: Leslie Williams				
Title:		Title: State Purchasing Delegate				
Date:		Date:				
Vendor Signature:	_____	State Purchasing Delegate Signature: _____				

EXHIBIT A

STATEMENT OF WORK

1. **Parties:** This Purchase Order (hereinafter called "PO") is entered into by **Northglenn Police Department** (hereinafter called "Vendor"), and the **STATE OF COLORADO acting by and through the Department of Law, on behalf of the office of Peace Officer Standards and Training (POST)** (hereinafter called "State, or DOL-POST").

2. **General Description:**
 - a) **Authority.** Authority to enter into this Purchase Order exists in C.R.S.24-31-310 and funds have been budgeted, appropriated and otherwise made available pursuant to C.R.S. 42-3-304 (24) and a sufficient unencumbered balance thereof remains available for payment. Required approvals, clearance and coordination have been accomplished from and with appropriate agencies.
 - b) **Purpose.** The purpose of this Purchase Order is to engage the services of the vendor to assist the Department of Law, on behalf of the Peace Officer Standards and Training (POST) office, with its statutory responsibility of providing law enforcement training and safety courses to certified Colorado peace officers.

3. **Program Year/Effective Date.** The program year (starting and ending date) is July 1, 2017 thru March 31, 2018. All purchase orders will begin on their effective date (signature date of the State Purchasing Delegate) and end on March 31, 2018. DOL-POST shall not be liable to reimburse the vendor for any performance, hereunder, including, but not limited to costs or expenses incurred, or be bound by any provision hereof prior to the **Effective Date** or after the **End Date** set forth in the main body of this Purchase Order.

4. **Project Description and Budget.** The maximum amount payable under this Purchase Order to the vendor by the State is **\$4,766.00** for the following approved project activities:

Project Activity	Approved Budget
Training Equipment	\$4,766.00
TOTAL	\$4,766.00

5. **Equipment.** Equipment is defined as non-expendable personal property with an acquisition cost of \$5,000 or more per unit and a useful life of more than one year. The vendor is required to document its procurement procedures and maintain this documentation in the grant records. Receipts or invoices with order and delivery dates are required for all equipment items. Vendors are allowed to follow the procurement requirements of the state or unit of local government as long as the requirements meet or exceed the state requirements listed below. Procurement procedures are required and must be maintained in the records of the grantee.

6. **Inventory Procedures.** If the vendor is purchasing equipment as a part of this Award the vendor must have an effective system of property management and controls to safeguard against loss, damage, or theft of equipment.

Adequate maintenance procedures must be developed to keep the property in good condition. The vendor is required to maintain a POST inventory form for equipment purchased, in whole or in part, with grant funds which contain the following information:

- Description of item
- Serial number and property inventory number
- Date of purchase and delivery
- Check or voucher number
- Cost documentation, invoices, receipts
- Equipment location
- Present use
- Condition
- Disposition information

7. **Reporting.** Equipment purchased with state grant funds must be reported on annually. A POST equipment reporting form must be submitted to Susan Carter at susan.carter@coag.gov for each equipment item by June 30th annually. This form provides the necessary disposition and retention information. Equipment records must be maintained for seven (7) years from the date the first annual report is submitted to DOL-POST. If any litigation, claim, or audit is started before the expiration of the seven (7) year period, the records shall be retained beyond the seven-year period, until all litigation, claims, or audit findings involving records have been resolved.
8. **Disposition of Equipment.** Disposition includes the sale or trade-in of equipment as well as the disposal of equipment and the end of its useful life. Disposition of equipment requires DOL-POST approval prior to the disposition. At the end of the grant award period, title to all equipment may vest in the vendor agency if the vendor certifies in writing that it will use the property for the same purpose areas under which the grant was made.
9. **Procurement Procedures.** Purchases of equipment and services shall be in a manner providing maximum open and free competition. Procurement shall be made by one of the following methods:
 - **Small purchase procedures** are those relatively simple and informal procurement methods for securing services, and supplies, that does not exceed \$25,000 in the aggregate. If small purchase procedures are used for procurement under the grant, written quotes must be obtained and documented from at least three (3) qualified sources. These procedures are generally used for the acquisition of relatively small standardized items such as computers.
 - **Competitive negotiation** (request for proposal or other competitive process) is one method that can be used to procure goods or services that cost more than \$25,000. A request for proposal (RFP) is publicized, negotiations are conducted with more than one of the sources submitting offers, and either a fixed-price cost-reimbursable type contract is awarded, as appropriate. The following requirements apply to competitive negotiations:
 - RFP's must be publicized and identify all evaluation factors and their relative importance. Any response to publicized RFP's shall be honored to the maximum extent possible.

- Proposals must be solicited from at least three (3) qualified sources.
- Vendors must have a method for conducting technical evaluations of the proposals received and for selecting vendors.
- Awards must be made to the responsible firm (individual) who proposal is most advantageous to the program, with price and other factors considered.
- **Competitive sealed bids** (formal advertising) can also be used for procurement over \$25,000. Bids are publicly solicited and a firm, fixed-price contract (lump sum or unit price) is awarded to the responsible bidder, whose bid, conforming to all material terms and conditions of the invitation for bids, is the lowest price. Procurement by sealed bids under a grant will be accomplished through the use of state purchasing procedures or an equivalent local established procurement procedure.
- **Non-competitive negotiation** (sole-source justification) is procurement through the solicitation of a proposal from only one source or after solicitation of a number of sources when competition is determined inadequate. Prior approval by DOL-POST is required for all non-competitive procurement.

10. **Payments.** Payments shall be made in accordance with the provisions set forth in the Purchase Order and applicable State Controller Fiscal Rules and DOL-POST disbursement procedures. Payments to Vendor are limited to the unpaid obligated balance of the Purchase Order.

Vendor shall submit a request for reimbursement within sixty (60) calendar days from the delivery of goods and/or the completion of services and/or training and no later than March 31, 2018. Unless prior authorization for an extension is granted by the POST Training Manager or Designee. Payment requests must be submitted with cost documentation (receipts, invoices, canceled checks) and proof of attendance (if attending training). Lodging (hotel) receipts must be dated and itemized.

11. **Grant Record Retention.** All grant records must be retained for seven (7) years after the end of the state fiscal year that includes the end date of the grant. For example, if the grant ended June 30, 2018 the state fiscal year would be July 1, 2017 to June 30, 2018. The files could be destroyed after 6/30/2025. Grant records include all financial records, supporting documents, statistical records, and all other records pertinent to the grant. Source documents include copies of the grant award, any required reports, accounting transactions, the general ledger, personnel and payroll records (if applicable to the award) and any related documents and records.

12. **Applicable Laws.** At all times during the performance of this Purchase Order, Vendor shall comply with all applicable State laws and their implementing regulations, currently in existence and as hereafter amended, including without limitation those set forth in this Exhibit. Laws, regulations, and authoritative guidance incorporated into this Purchase Order include, without limitation:

- Department of Law, Peace Officer Standards and Training Continuing Education Grant Guidelines, available on the POST website.
- State of Colorado, State Controller Fiscal Rules, available on the Colorado.gov website.
- 24 CFR Part 85, Administrative requirements for grants and cooperative agreements to State and local governments and federally recognized Indian tribal governments.

- 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments (OMB Circular A-87).
- OMB Circular A-133, Audits of State and Local Governments and Non-Profit Organizations.
- Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, 44 CFR 13.
- C.R.S. 24-31-310 Resources for the Training of Peace Officers.
- C.R.S. 24-31-303 (I) Duties, Powers of the POST Board.
- C.R.S.24-31-315 Annual In-Service Training Requirements.

13. **Compliance:** The Vendor agrees to be responsible for ensuring compliance with this Purchase Order Award Terms and Conditions and ensure that any equipment or ammunition purchased as a part of this Award will be used for training purposes only.



Peace Officer Standards and Training

In-Service Continuing Education Grant Application

Updated: 2/2017

Total Funding Request
\$ 4,766.00

Submit Completed Applications to: postgrants@coag.gov

Applicant Information

Agency Name: Northglenn Police Department Federal ID #: 84-0592083

Chief Executive Name: James S. May, Jr.

Agency Mailing Address: 11701 Community Center Drive

Northglenn, CO 80233 Phone #: (303) 450 - 8967

Physical Address (if different): _____

Contact Person For This Grant: Nicolle Romero Contact Phone #: (303) 450 - 8879

Contact Email: nromero@northglenn.org

Number of **Certified Officers** Employed by Agency: 66

Type of Grant Fund(s) Request (select ALL that apply)

- Equipment
 On-line subscription
 Training Fee (hosting a class)
 Backfill
 Scholarship (to include: tuition, hotel, per diem, airfare, mileage, rental car, etc.)

****Prioritize requests, with #1 being the highest priority****

Training Request: (hosting a class-attach vendor quote)

Priority #: _____

Training Title: _____

Instructor Name(s): _____

Training Date(s) and Location: _____

Total Number of Hours: _____ Total Cost: \$ _____

Priority #: _____

Training Title: _____

Instructor Name(s): _____

Training Date(s) and Location: _____

Total Number of Hours: _____ Total Cost: \$ _____

Total Cost of ALL Training(s): \$ 0.00

On-Line Training Subscription Request: (attach detailed quote)

Priority #: _____

Training Provider : _____

Subscription Date(s) beginning and end: _____

Total Yearly Subscription Fee: \$ _____

Priority #: _____

Training Provider : _____

Subscription Date(s) beginning and end: _____

Total Yearly Subscription Fee: \$ _____

Priority #: _____

Training Provider : _____

Subscription Date(s) beginning and end: _____

Total Yearly Subscription Fee: \$ _____

Total Cost of ALL Subscription(s): \$ 0.00

Scholarship Funds Request: (submit training announcement)

Priority #: _____

Training Title: _____
Training Date(s): _____ Training Location (city & State): _____
Tuition Fee (each): \$ _____ # of Officers Attending Class: _____ Total Tuition Cost: \$ _____ 0.00
Hotel Name: _____ # of Rooms: _____ Cost Per Night: \$ _____ # of Nights: _____
Total Hotel Cost: \$ _____ 0.00 Airfare Total: \$ _____ Rental Car Total: \$ _____
Per Diem Rate \$: _____ # of Officers : _____ # of Days: _____ Per Diem Total: \$ _____ 0.00
Total # of Miles: _____ Rate per Mile (not to exceed \$.49): \$ _____ Total Mileage \$: _____ 0.00
Total Scholarship Funds Requested (total of all officers combined): \$ _____ 0.00

Priority #: _____

Training Title: _____
Training Date(s): _____ Training Location (city & State): _____
Tuition Fee (each): \$ _____ # of Officers Attending Class: _____ Total Tuition Cost: \$ _____ 0.00
Hotel Name: _____ # of Rooms: _____ Cost Per Night: \$ _____ # of Nights: _____
Total Hotel Cost: \$ _____ 0.00 Airfare Total: \$ _____ Rental Car Total: \$ _____
Per Diem Rate \$: _____ # of Officers : _____ # of Days: _____ Per Diem Total: \$ _____ 0.00
Total # of Miles: _____ Rate per Mile (not to exceed \$.49): \$ _____ Total Mileage \$: _____ 0.00
Total Scholarship Funds Requested (total of all officers combined): \$ _____ 0.00

Priority #: _____

Training Title: _____
Training Date(s): _____ Training Location (city & State): _____
Tuition Fee (each): \$ _____ # of Officers Attending Class: _____ Total Tuition Cost: \$ _____ 0.00
Hotel Name: _____ # of Rooms: _____ Cost Per Night: \$ _____ # of Nights: _____
Total Hotel Cost: \$ _____ 0.00 Airfare Total: \$ _____ Rental Car Total: \$ _____
Per Diem Rate \$: _____ # of Officers : _____ # of Days: _____ Per Diem Total: \$ _____ 0.00
Total # of Miles: _____ Rate per Mile (not to exceed \$.49): \$ _____ Total Mileage \$: _____ 0.00
Total Scholarship Funds Requested (total of all officers combined): \$ _____ 0.00

Priority #: _____

Training Title: _____
Training Date(s): _____ Training Location (city & State): _____
Tuition Fee (each): \$ _____ # of Officers Attending Class: _____ Total Tuition Cost: \$ _____ 0.00
Hotel Name: _____ # of Rooms: _____ Cost Per Night: \$ _____ # of Nights: _____
Total Hotel Cost: \$ _____ 0.00 Airfare Total: \$ _____ Rental Car Total: \$ _____
Per Diem Rate \$: _____ # of Officers : _____ # of Days: _____ Per Diem Total: \$ _____ 0.00
Total # of Miles: _____ Rate per Mile (not to exceed \$.49): \$ _____ Total Mileage \$: _____ 0.00
Total Scholarship Funds Requested (total of all officers combined): \$ _____ 0.00

Priority #: _____

Training Title: _____
Training Date(s): _____ Training Location (city & State): _____
Tuition Fee (each): \$ _____ # of Officers Attending Class: _____ Total Tuition Cost: \$ _____ 0.00
Hotel Name: _____ # of Rooms: _____ Cost Per Night: \$ _____ # of Nights: _____
Total Hotel Cost: \$ _____ 0.00 Airfare Total: \$ _____ Rental Car Total: \$ _____
Per Diem Rate \$: _____ # of Officers : _____ # of Days: _____ Per Diem Total: \$ _____ 0.00
Total # of Miles: _____ Rate per Mile (not to exceed \$.49): \$ _____ Total Mileage \$: _____ 0.00
Total Scholarship Funds Requested (total of all officers combined): \$ _____ 0.00

Total Cost of ALL Scholarship: \$ _____ 0.00

Backfill Request

Backfill can only be used to compensate officers that attend training that exceeds their normal schedule (OVERTIME) or to compensate OVERTIME coverage of shift(s) to allow for another officer to attend training.

Priority #: _____

Total Backfill Request: \$ _____

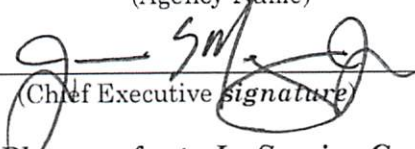
Please Provide a Detailed Explanation Why In-Service Training Funds Are Being Requested:

The Northglenn Police Department places a strong emphasis on defensive tactics, less-lethal and comprehensive firearms training. It is important to the Northglenn Police Department to ensure that our officers have all the tools necessary to survive any confrontation. For that very reason the Northglenn Police Department would like to purchase a Shockknife which delivers a powerful shock that causes pain without injury or incapacitation when training in defensive tactics and arrest control. (\$899.00 detailed in equipment requested). Additionally, we would like to purchase (15) fifteen, groin protectors and (7) seven padded helmets to be used during defensive tactics and arrest control training. The equipment will not only help ensure officer's performance in proper simunitions based training but will also allow the officers to train safely in a stress induced environment. (\$1,777.00 detailed in equipment requested).

Each year sworn officers of the Northglenn Police Department complete a minimum of approximately 20 hours of training specific to firearms and less-lethal. It would benefit training the officers receive at the Northglenn Police Department to purchase two (2) more SIMUNITION 9mm conversion kits for 40mm low-velocity grenade launcher allowing realistic training to be conducted at a fraction of the operational round cost. (\$876.00 detailed in equipment requested). Lastly, the ammunition required to maintain this level of training and qualification requirements, amounts to approximately \$28,000 per year which is 70% of the total weapons budget. As a police department we are committed to maintaining a comprehensive firearms training program and therefore are seeking supplemental funding (\$1,214.00 detailed in equipment requested).

I, James S. May, Jr., acknowledge that the funds requested for training, scholarships and
(Chief Executive)
training equipment described in this application and purchased with POST In-Service Grant Funds will be used and/or maintained in accordance with the In-Service Grant Program Guidelines.

Northglenn Police Department
(Agency Name)


(Chief Executive signature)

3/31/17
(Date)

Please refer to In-Service Continuing Education Grant Program Guidelines for further information.

******All required documents must be submitted at the same time to be considered for approval. Incomplete applications will not be reviewed. Application must be scanned and emailed to POST and must include the signature of the Chief Executive for your agency.**

******For questions concerning the POST In-Service Continuing Education Grant please contact:**

Robert Baker, Training Division Manager
Email: robert.baker@coag.gov
(720) 508-6719

Susan Carter, Training Coordinator
Email: susan.carter@coag.gov
(720) 508-6559

Dan Griffin, Training Coordinator
Email: dan.griffin@coag.gov
(720) 508-6389

POST USE ONLY

Approved By: _____ Date: _____

Total Amount Approved: _____ Date Applicant Contacted and How: _____

Nicolle Romero - RE: Quote Request

From: "Jessica Nagy" <jnagy@setcan.com>
To: "Nicolle Romero" <nromero@northglenn.org>
Date: 3/23/2017 8:41 AM
Subject: RE: Quote Request

Good Morning Nikki,

That is no problem at all, I can have a quote to you by the end of the day. Are you looking for a quote on just 1 knife? Or a different package that we offer? Please see below for prices:

SK-S – One Knife - \$499.00

Includes:

- 1 - SK-2 adjustable training knife
- 1 - 1-year warranty
- 1 - Shockknife Safety Monitor Certification
- 1 - Carrying case
- 1 - Shockknife Accessory kit

SK-KF - Two Knives - \$899.00

Includes:

- 2 - SK-2 adjustable training knives
- 2 - 1-year warranties
- 2 - Shockknife Safety Monitor Certifications
- 1 - Carrying case
- 1 - Shockknife Accessory kit

SK-AC - Ten Knives - \$4,499.00

Includes:

- 10 - SK-2 adjustable training knives
- 10 - 1-year warranties
- 10 - Shockknife Safety Monitor Certifications
- 1 - Storm™ carrying case
- 1 - Shockknife Accessory kit

SK-SB – One Knife - \$299.00

Includes:

- 1 – SK-SB non-adjustable training knife
- 1 – 3 month warranty

Feel free to call me if you have any questions at all.

Have a great day!

Jessica Nagy

**Customer Support
Setcan Corporation**

1080 Kingsbury Avenue , Winnipeg , MB R2P 1W5 Canada
Toll Free [866-353-5055](tel:866-353-5055) | Phone [204-336-0011](tel:204-336-0011) | Fax [204-586-2049](tel:204-586-2049) |
Email: jnagy@setcan.com
Web www.stressvest.com | www.setcan.com | www.shockknife.com

World's Largest Supplier of Reality Based Training Products

From: Nicolle Romero [nromero@northglenn.org]
Sent: March 23, 2017 9:02 AM
To: info@shockknife.com
Subject: Quote Request

To whom it may concern;

The Northglenn Police Department is applying for an equipment grant and I need to obtain a quote for a Shockknife. I will need this quote sooner than later as the grant application is due by March 31st.

Thank you in advance for your help!



Nikki Romero, Administrative Specialist
Northglenn Police Department
11701 Community Center Drive, Northglenn, Colorado 80233
Direct: [303.450.8879](tel:303.450.8879) | Main: [303.450.8893](tel:303.450.8893) | Fax: [303.450.8896](tel:303.450.8896)
www.northglenn.org
*Excellence in Public Safety built on
strong character, professionalism and respect*



Please consider the environment and do not print this e-mail unless necessary.

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Nicolle Romero - 2017-2018 LEAF Grant

From: "Sheetz - CDOT, Bruce" <bruce.sheetz@state.co.us>
To: Northglenn PD - Nicolle Romero <nromero@northglenn.org>, "Northglenn PD ..."
Date: 6/5/2017 11:33 AM
Subject: 2017-2018 LEAF Grant

With an increasing number of impaired driving crashes in Colorado in certain counties, and a decrease in LEAF funding to the Office of Transportation Safety for enforcement, we had to make some tough decisions. We received applications from 74 agencies, totaling \$1.6 million, and have \$619,000.00 available in our LEAF budget. No requests for equipment were approved, all funding is being dedicated to enforcement efforts, and 29 agencies were denied any funding.

Your agency has been allocated \$10,000.00 in LEAF funding for **personnel use only**.

If additional funding is available in the next few months, we will reach out to you regarding a possible increase in your personnel allocation.

Please let me know if you still want to participate in the LEAF enforcement program, considering these issues.

Thank you for your interest in LEAF and your continued dedication to impaired driving enforcement in Colorado.

Captain Bruce W. Sheetz
Colorado State Patrol, Retired
Law Enforcement Coordinator
MOST Quality Assurance Team
CDOT Office of Transportation Safety
4201 E. Arkansas Avenue
Denver, Colorado 80222
Office - [303-757-9355](tel:303-757-9355)
Cell - [720-219-9649](tel:720-219-9649)

LAW ENFORCEMENT ASSISTANCE FUND (LEAF)

JULY 6, 2017 to JUNE 30, 2018

APPLICATION FOR FUNDS

CDOT's Office of Transportation Safety (OTS) will provide funding for overtime enforcement of Colorado's impaired driving laws through the Law Enforcement Assistance Fund (LEAF). The selection and funding of participating agencies will be based on:

- The mission, goals, strategy and objectives of CDOT
- Problem identification data relating to impaired driving related caused injury and fatal crashes
- Statistical analysis of local, state, and federal impaired driving related statistics

TO APPLY FOR FUNDING

Your agency agrees to:

1. Provide overtime to officers for enforcement of Colorado's impaired driving laws at checkpoints, saturations patrols, increased patrols, or as dedicated enforcement cars;
2. Utilize only officers who are currently SFST certified according to Colorado standards;
3. Complete an Enforcement Plan with this application that includes: 1) Program Goals, objectives, and activities, 2) community collaboration and support, 3) agency qualifications, 4) project evaluation, 5) public education, and 6) budget narrative.
4. Submit claims monthly on CDOT forms with backup documentation to paul.peterson@state.co.us.
5. Complete and submit a quarterly report with the corresponding claim, with the required arrest, crash, and enforcement data and a brief narrative summarizing your agency's enforcement efforts and activities.
6. Participate in all CDOT statistical gathering programs relating to LEAF, to include posting an enforcement plan and arrests on the CDOT Traffic Safety website prior to established deadlines.
7. At least 1 representative from your agency must attend CDOT's annual grant training.

To apply for consideration of funding, return this form and the Enforcement Plan via email no later than **May 1, 2017** to Law Enforcement Coordinator Bruce Sheetz at bruce.sheetz@state.co.us

(COMPLETE project coordinator, secondary contact, and budget/finance information is required)

Agency:	<u>Northglenn Police Department</u>	
Project Coordinator:	<u>Ms. Nicolle Romero</u>	Phone Number: <u>(303) 450-8879</u>
Email Address:	<u>nromero@northglenn.org</u>	
Secondary Contact:	<u>Ms. Renae Lehr</u>	Phone Number: <u>(303) 450-8961</u>
Email Address:	<u>rlehr@northglenn.org</u>	
Budget/Finance:	<u>Mr. Jason Loveland</u>	Phone Number: <u>(303) 450-8817</u>
Email Address:	<u>jloveland@northglenn.org</u>	
Send Check to:	<u>City of Northglenn</u>	Address: 11701 Community Center Drive, Northglenn 80233

CHECK THE HVE/LEAF CALENDAR FOR THE SPECIFIC LEAF DATES EACH MONTH

BELOW DATA BASED ON 04/01/16 - 03/31/17

JULY	\$2,000.00	JANUARY	\$2,000.00
AUGUST	\$0.00	FEBRUARY	\$2,000.00
SEPT	\$0.00	MARCH	\$2,000.00
OCT	\$0.00	APRIL	\$0.00
NOV	\$2,000.00	MAY	\$0.00
DEC	\$2,000.00	JUNE	\$2,000.00

# GRANT FUNDED IMPAIRED DRIVING ARRESTS:	21
# AGENCY FUNDED IMPAIRED DRIVING ARRESTS:	207
TOTAL # OF IMPAIRED DRIVING ARRESTS:	228
# OF IMPAIRED DRIVING PD* CRASHES:	77
# OF IMPAIRED DRIVING INJURY CRASHES:	6
TOTAL # OF IMPAIRED/FATAL CRASHES:	0
TOTAL # OF IMPAIRED CRASHES:	83

TOTAL FUNDING REQUEST	\$14,000.00	Total equipment request:	\$0.00
		TOTAL GRANT REQUEST:	\$14,000.00

*PD = Property Damage



Nicolle Romero - HVE Grant Funding

From: "Sheetz - CDOT, Bruce" <bruce.sheetz@state.co.us>
To: Northglenn PD - Nicolole Romero <nromero@northglenn.org>, "Northglenn PD ..."
Date: 6/2/2017 9:14 AM
Subject: HVE Grant Funding

We have approved your HVE grant application and can allocate \$12,000.00 for July 1, 2017 through June 28, 2018. You will be required to participate in all of the enforcement periods, whether you decide to use grant funds or your own agency funding.

Please let me know if you are still interested in participating in the HVE grant program.

Thank you, and please contact me if you have questions.

Captain Bruce W. Sheetz
Colorado State Patrol, Retired
Law Enforcement Coordinator
MOST Quality Assurance Team
CDOT Office of Transportation Safety
4201 E. Arkansas Avenue
Denver, Colorado 80222
Office - [303-757-9355](tel:303-757-9355)
Cell - [720-219-9649](tel:720-219-9649)

HIGH VISIBILITY IMPAIRED DRIVING ENFORCEMENT

JULY 1, 2017 - JUNE 25, 2018

APPLICATION FOR FUNDS

CDOT's Office of Transportation Safety (OTS) will provide funding for overtime enforcement of Colorado's impaired driving laws for July 4th, Sturgis Rally, Labor Day, Fall Festivals, Halloween, Thanksgiving, Holiday Parties, New Year's Eve, Winter Blitz, Super Bowl Weekend, St. Patrick's Day, Spring Events, Memorial Day, and Summer Blitz.

The selection and funding of participating agencies will be based on:

- The mission, goals, strategy and objectives of CDOT,
- problem identification data relating to impaired driving related caused injury and fatal crashes,
- and statistical analysis of local, state, and federal impaired driving related statistics.

TO APPLY FOR FUNDING

Your agency agrees to:

1. Provide overtime to officers for enforcement of Colorado's impaired driving laws at checkpoints, saturation patrols, increased patrols, or as dedicated enforcement cars in at least **10 of the 14** enforcement periods;
2. Utilize only officers who are SFST certified according to Colorado standards;
3. Report your enforcement plans and activity to the CDOT website before the specified deadlines;
4. At least 1 representative from your agency **must** attend CDOT's annual grant training;
5. Submit claims on CDOT forms with backup documentation within 45 days after the end of each enforcement period, to paul.peterson@state.co.us.
6. Submit an annual report (covering the enforcement campaigns that your agency participated in) on the High Visibility Enforcement report form included in your claim workbook with your final claim.

To apply for consideration of funding, return this form via email no later than: **May 1, 2017**

To: Bruce Sheetz, Law Enforcement Coordinator bruce.sheetz@state.co.us Phone: 303-757-9355

(COMPLETE project coordinator, secondary contact, and budget/finance information is required)

Agency:	<u>Northglenn Police Department</u>	Phone Number:	<u>(303) 450-8879</u>
Project Coordinator:	<u>Ms. Nicolle Romero</u>	Phone Number:	<u>(303) 450-8961</u>
Email Address:	<u>nromero@northglenn.org</u>	Phone Number:	<u>(303) 450-8817</u>
Secondary Contact:	<u>Ms. Renae Lehr</u>	Phone Number:	<u>(303) 450-8817</u>
Email Address:	<u>rlehr@northglenn.org</u>		
Budget/Finance:	<u>Mr. Jason Loveland</u>	Phone Number:	<u>(303) 450-8817</u>
Email Address:	<u>jloveland@northglenn.org</u>		
Send Check to:	<u>City of Northglenn</u>		

Address: 11701 Community Center Drive, Northglenn CO 80233

ENFORCEMENT PERIODS				BELOW DATA BASED ON 04/01/16 - 03/31/17	
JULY 4TH	\$0.00	NEW YEAR'S EVE	\$500.00	# OF GRANT FUNDED DUI ARRESTS:	33
STURGIS RALLY	\$0.00	WINTER BLITZ	\$500.00	# OF AGENCY FUNDED DUI ARRESTS:	195
LABOR DAY	\$2,500.00	SUPER BOWL	\$0.00	TOTAL # OF DUI ARRESTS:	228
FALL FESTIVALS	\$2,250.00	ST. PATRICK'S	\$2,500.00	# OF IMPAIRED DRIVING INJURY CRASHES:	6
HALLOWEEN	\$1,000.00	SPRING EVENTS	\$0.00	# OF IMPAIRED DRIVING FATAL CRASHES:	0
THANKSGIVING	\$250.00	MEMORIAL DAY	\$2,500.00	TOTAL # OF IMPAIRED/FATAL CRASHES:	6
HOLIDAY PARTIES	\$1,000.00	SUMMER BLITZ	\$1,000.00	TOTAL FUNDING REQUEST	\$14,000.00



COLORADO
Department of Transportation



Colorado Dept of Transportation
4201 E. Arkansas Ave.
Denver, Co 80222

DATE: 06/01/2017



Purchase Order
State of Colorado

Buyer: Mike Dapceвич
Phone Number: 303-757-9618
Agency Contact: PAUL PETERSON
Phone Number: 303-757-9069

IMPORTANT
The PO# and Line# must appear on all invoices, packing slips, cartons and correspondence

PO# 411013293 Page# 1 of 1
Award#:
BID#:

Vendor Master#: 2000004
Phone: 303-451-8326
Vendor Contact:

V
E
N
D
O
R
CITY OF NORTHGLENN
11701 COMMUNITY CENTER DRIVE
NORTHGLENN CO 80233-1099

Invoice

TO: CDOT OFFICE OF TRANSP. SAFETY
4201 E. ARKANSAS AVE.
DENVER CO 80222

Payment will be made by this agency

Ship

TO: Colorado Dept of Transportation
4201 East Arkansas Ave.
Denver CO 80222

Delivery/Installation Date: 06/30/2018

INSTRUCTIONS TO VENDOR

- 1. If for any reason, delivery of this order is delayed beyond the delivery/Installation date shown, please notify the agency contact named at the top left (Right of cancellation is reserved in instances in which timely delivery is not made).
- 2. All chemicals, equipment and materials must conform to the standards required by OSHA.
- 3. NOTE: Additional terms and conditions on reverse side or at address shown in Special Instructions.

SPECIAL INSTRUCTIONS

LINE	PRODUCT NUMBER PRODUCT CATEGORY DESCRIPTION	UOM PLANT	QUANTITY	UNIT COST	TOTAL ITEM COST
00001	92585 Northglenn PD - HVE - 2018	AU 7001	12,000.00	1.00	12,000.00

No expenditures prior to 07/01/2017 or PO date whichever is latest

DOCUMENT TOTAL: 12,000.00

THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS
<https://www.codot.gov/business/procurement-and-contract-services/purchase-order-terms-and-conditions/purchase-order-terms-and-conditions/view>
DP-01 (R-02/06)

FOR THE STATE OF COLORADO

Authorized Signature _____ Date _____

Signature not required if PO transmitted electronically.