



**NORTHGLENN POLICE DEPARTMENT
COUNCIL MEMORANDUM #2015-25**

DATE: December 14, 2015

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: David Willett, Acting City Manager 
James S. May, Chief of Police 

SUBJECT: **Council Resolution 178**
Peace Officer Standards & Training (POST) Grant Award - Training Equipment/Training Ammunition

RECOMMENDATION:

Staff recommends the approval of a grant allowing the Mayor to accept \$7,494.85 from Colorado Peace Officer Standards and Training (POST) for Arrest Control Training Equipment and Training Ammunition.

BACKGROUND:

The Northglenn Police Department places a strong emphasis on comprehensive firearms training. Each year, sworn officers complete approximately 20 hours of training specific to firearms and, as a police department, we are committed to maintaining a comprehensive firearms training program. Ammunition required to maintain this level of training and qualification requirements amounts to approximately \$28,000 per year which is approximately 70% of the total weapons budget. The POST grant award approved \$1,519.85 towards Arrest Control Training Equipment (punch shields and kick shields for our newly implemented KRAV Maga defensive tactics/arrest control training) and \$5,975 towards training ammunition.

BUDGET/TIME IMPLICATIONS:

Funds to cover the expenses are in the 2016 Police Department Administration budget. Reimbursement requests will be submitted to the State of Colorado within sixty (60) calendar days from the delivery of goods and/or the completion of services no later than 06/30/2016.

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.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-178
Series of 2015

Series of 2015

A RESOLUTION ACCEPTING A GRANT AWARD FROM THE COLORADO PEACE OFFICER STANDARDS AND TRAINING (POST)

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 a grant award from the Colorado Peace Officer Standards and Training (POST) in the amount of \$7,494.85 for the grant application submitted by the Police Department for the purchase of arrest control training equipment and training ammunition.

DATED, at Northglenn, Colorado, this _____ day of _____, 2015.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney



Department of Law
Ralph L. Carr
Colorado Judicial Center
1300 Broadway, 9th Floor
Denver, CO 80203
(720) 508-6721
Fax: (866) 858-7486
Email: POST@state.co.us

Board Members

Cynthia H. Coffman
Attorney General
Chair

Chief John S. Camper
City of Grand Junction
Vice Chair

Chief Dan Brennan
City of Wheat Ridge
Sheriff Ron Bruce
Hinsdale County

Sergeant Rafael Chanza
City of Colorado Springs

Sergeant Lonnie Chavez
City of Grand Junction

Chief John Collins
City of Englewood

Deputy Amanda Cruz-Giordano
Arapahoe County Sheriff's Office

Sheriff Chad Day
Yuma County

David Donaldson
Logan County Commissioner

Chief John Dyer
City of Rifle

Executive Director Stan Hilkey
Department of Public Safety

Kara Hoofnagle
Public Member

S. Zeke Knox
Public Member

Robert A. Lees
Public Member

Sheriff Fred McKee
Delta County

Sheriff John Minor
Summit County

Chief Michael Phibbs
Auraria Dept. of Public Safety

Jane Quimby
Public Member

SAC Thomas Ravenelle
Federal Bureau of
Investigation

Sheriff Anthony Spurlock
Douglas County

Bradley F. Taylor
Public Member

Sheriff Frederick Wegener
Park County

Chief Robert C. White
City of Denver

POST Director
Cory Amend

November 20, 2015

TO: Northglenn Police Department,

Congratulations! The office of Peace Officer Standards and Training (POST) has approved a grant of \$7,494.85 for your law enforcement training program. Our offer of this grant is subject to your agreement to:

1. Use the grant funds only as specified in the approved grant application proposal.
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.
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 and have an authorized representative sign and return the Purchase Order with the attached Exhibit A. The Purchase Order requires original signature therefore the Purchase Order must be returned via postal mail. Mail the Purchase Order (with original signature) to:

Becky Calomino-Grant Manager
Ralph Carr Judicial Center
Peace Officer Standards and Training
1300 Broadway Street, 9th Floor
Denver, CO 80203

Do not incur any charges or pay for or order any items that have been approved in this award letter prior to the full execution of the attached Purchase Order. Once the Purchase Order has been signed by the State we will return a copy to you for your records and provide instructions how to receive your funds. Again, you may not incur costs prior to the date the State Controller Delegate signs the Purchase Order.

If you have any questions please contact Becky Calomino at becky.calomino@state.co.us or 720-508-6737. We appreciate being able to assist your with your efforts to provide quality law enforcement training.

Sincerely,

Cory A. Amend
POST Director


COLORADO DEPARTMENT OF LAW		IMPORTANT		PURCHASE ORDER		
PEACE OFFICER STANDARDS AND TRAINING (POST)				DEPARTMENT OF LAW		
RALPH L. CARR COLORADO JUDICIAL CENTER		The PO # and LINE # must appear on all invoices, packing slips, cartons and correspondence.		PEACE OFFICER STANDARDS and TRAINING		
1300 BROADWAY, 9th FLOOR					GAE LAAA 20160000000000000081	
DENVER, CO 80203						
Vendor Name:	Northglenn Police Department		PO #:			
Vendor Contact:	Renaee Lehr		Start Date:	12/1/2015	End Date: 6/30/2016	
Phone:	303-450-8961		State Award #:	None		
E-Mail:	riehr@northglenn.org		ALPHA, ORG or FUND:	4500 PINS		
Ship To:			Invoice To:			
Name and Address:	Northglenn Police Department		Becky Calomino-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 Becky.Calomino@state.co.us or 720-508-6737			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:						
<ul style="list-style-type: none"> This Purchase Order is to provide funds to Vendor to secure training and/or 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 JUNE 30th, 2016. THIS PURCHASE ORDER IS NOT EFFECTIVE UNTIL SIGNED BY A STATE CONTROLLER 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 =	\$7,494.85	
Printed Signatory Name and Title			THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS FOR THE STATE OF COLORADO			
Printed Name:	James May, Jr.		Name:	Melissa Moynham		
Title:	Chief		Title:	State Controller Delegate		
Date:			Date:			
Vendor Signature:	_____		State Controller Delegate Signature:	_____		

EXHIBIT A

STATEMENT OF WORK

1. 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 Peace Officer Standards and Training (POST) office with its statutory responsibility of providing law enforcement training and safety courses to certified Colorado peace officers.

2. **Effective Date:** 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 set forth in the main body of this Purchase Order.

3. **Project Description and Budget.** The maximum amount payable under this Purchase Order to the Vendor by the State is \$7,494.85 for the following approved project activities:

Project Activity	Approved Budget
Arrest Control Training Equipment	\$1,519.85
Training Ammunition	\$5,975.00
TOTAL	\$7,494.85

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

- a) 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 June 30, 2016. 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. POST will only reimburse for per-diem paid for meals and will not reimburse individual meal receipts. Per-diem may only be paid when over-night travel is required.

5. **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.
 -
6. **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.



In-Service Grant Application

Updated: 7/2015

Peace Officer Standards and Training
1300 Broadway, 9th Floor Denver,
CO 80203 post@state.co.us
720-508-6721 FAX 866-858-7486

Applicant Information

Agency Name: Northglenn Police Department Federal ID #: 84-0592083
Chief Executive Name: James May Jr. Phone #: (303) 450-8967
Agency Mailing Address: 11701 Community Center Dr. Northglenn, CO 80233
Physical Address if different:
Contact Person For This Grant: Renae Lehr
Contact Phone #: (303) 450-8961
Contact Email: rlehr@northglenn.org

Type of Grant Requested (more than one box can be checked)

Equipment On-line subscription Training Fee (hosting a class) Backfill

 Scholarship (to include: tuition, hotel, per diem, airfare, gas, rental car)

 Other (please explain below)

Training Equipment Requested: (submit detailed quote)

Product Name: Federal 9mm 115gr FMJ
Product #: AE9DP Quantity: 19 Individual Item Cost: \$ 189.00 Total Cost: \$3591.00
Product Name: Federal 223 rem 55gr FMJ
Product #: XM193 Quantity: 8 Individual Item Cost: \$ 298.00 Total Cost: \$2384.00
Product Name: KRAV Maga punch shields
Product #: KM301 Quantity: 10 Individual Item Cost: \$ 95.99 Total Cost: \$959.90
Product Name: KRAV Maga kick shields
Product #: KM301 Quantity: 5 Individual Item Cost: \$ 111.99 Total Cost: \$559.95

On-Line Training Subscription Requested: (submit detailed quote)

Provider: _____
Individual Officer Fee: \$ _____ Number of **Certified Officers** Employed by Agency: _____
Subscription Date (start and end): _____

Total Yearly Subscription Fee: \$ _____

Backfill Requested

Name of Officer(s) at Training: _____

Date of Training: _____ Total Backfill Hours: _____ Per Hour Cost: \$ _____
Total Backfill Cost: \$ _____

Training Requested: (hosting a class)

Course Title: _____ POST Course #: _____
Instructor Name: _____
Course Date(s) and Location: _____
Total Number of Hours: _____
Total Cost: \$ _____ ****All classes must be approved by POST and given a POST course number prior to hosting the class.

Scholarship Funds Requested: (submit training announcement)

Tuition Fee per Officer: \$ _____ Number of Officers Attending Class: _____ Total Tuition Cost: \$ _____
Hotel Name: _____ Total Rooms: _____ Cost Per Night (per officer): \$ _____
Total Hotel Cost: \$ _____ Airfare Total: \$ _____ Rental Car Total: \$ _____
Number of Officers Getting Per Diem: _____ Total Per Diem Days: _____ Per Diem Total: \$ _____
Total Miles: _____ Mileage Cost (miles X current state rate): \$ _____
Total Scholarship Funds Requested (this is the total of all officers combined): \$ _____

A Detailed Explanation Why In-Service Training Funds Are Being Requested:

The Northglenn Police Department places a strong emphasis on comprehensive firearms training. Each year sworn officers complete approximately 20 hours of training specific to firearms. 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 (\$5,975.00 detailed in equipment requested). In addition, it would be extremely beneficial to purchase punch shields and kick shields for our newly implemented KRAV Maga defensive tactics/arrest control training (\$1,519.85 detailed in equipment requested).

If requesting a class for an individual(s); POST needs a statement below from the Chief Executive that the training will be used to fulfill the officer's in-service training hour's requirement. Please include the officer(s) name in the statement that will be going to the training.

(Chief Executive *signature*)

(Date)

I certify that the training equipment described in this application and purchased with POST grant funds will be used for law enforcement training purposes. This equipment will be maintained and under the control of

City of Northglenn, Police Dept.

(Agency Name)


(Chief Executive *signature*)

10/28/15
(Date)

****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 with the signature of the Chief Executive in the above box(s).

***For questions concerning this grant please contact:
Robert Baker (In-Service Training Manager)
Email: robert.a.baker@state.co.us

(720) 508-6719 **POST**

USE ONLY

Approved By: _____

Date: _____ Total Amount Approved:

_____ Date Applicant Contacted and How:



CORPORATE SPONSOR

LAW ENFORCEMENT CATALOG & PRICE LIST

Serving Shooters Worldwide Since 1986

ULTRAMAX

PERFORMANCE QUALITY VALUE

2112 ELK VALE ROAD, RAPID CITY, SD 57701-8526

1-605-342-4141

1-605-342-8727

1-800-345-5852

www.ultramaxammunition.com ultramax@sd.value.net

ULTRAMAX AMMUNITION
2112 Elk Vale Road
Rapid City, SD 57701-8526
605-342-4141 / 800-345-5852

Date:

Customer ID:

Date order required:

FORM ORDERING

14

Form with fields: BILL TO: City of Northglenn, SHIP TO: City of Northglenn, CONTACT NAME AND PHONE NUMBER: Ron Osgood 303-450-8968, TERMS: NET 30 DAYS

Table with columns: QTY, PRODUCT #, DESCRIPTION, UNIT PR, TOTAL. Contains two rows of ammunition orders.

EXCISE TAX KEY

- Are you ordering ULTRAMAX products? Use ATTACHMENT A
Are you ordering WINCHESTER products? Use ATTACHMENT A
Are you ordering FEDERAL products? Use ATTACHMENT B
Are you ordering CCI/SPEER products? Use ATTACHMENT C

Table with fields: SMALL ORDER FEE, BROKEN CASE FEE, BALANCE DUE

Each product requires the appropriate form. You may fax them in, however the original must be mailed to the above address.

Customer Signature [Signature]



Krav Maga Worldwide, Inc.

FORCE TRAINING DIVISION



QUOTE

October 20, 2015

INVOICE # TBD

BILL TO:

Brandon Hipp, Patrol Sergeant
Northglenn Police Department
11701 Community Center Drive
Northglenn, CO 80233

SHIPPING ADDRESS:

Brandon Hipp, Patrol Sergeant
Northglenn Police Department
11701 Community Center Drive
Northglenn, CO 80233

TRAINING EQUIPMENT

Equipment	Unit Price	Discount	Discounted Price	Quantity	Total
KRAV MAGA WORLDWIDE PUNCH SHIELDS (KM301)	\$119.99	20%	\$95.99	10	\$959.90
KRAV MAGA WORLDWIDE KICK SHIELDS (KM305)	\$139.99	20%	\$111.99	5	\$559.95
Equipment Total					\$1,519.85
Shipping					\$162.56
TOTAL AMOUNT DUE					\$1,682.41

Please contact Karen Tintfass at karent@kravmaga.com or 310-477-9977 to place an order. To place an order we require a check, credit card, or purchase order.