

SCO ID: 8120-24112123

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

24112123

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Commission on Peace Officer Standards and Training

CONTRACTOR NAME

Orange County Sheriff-Coroner Department

2. The term of this Agreement is:

START DATE

September 1, 2024

THROUGH END DATE

June 30, 2025

3. The maximum amount of this Agreement is:

\$195,373.50

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	3
Exhibit , A Attachment 1	Budget Detail and Payment Provisions	18
Exhibit B	Budget Detail and Payment Provisions	2
+ - Exhibit B, Attachment 1	Budget Overview	16
+ - Exhibit C *	General Terms and Conditions	04/2017
+ - Exhibit D	Special Terms and Conditions	3

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Orange County Sheriff-Coroner Department

CONTRACTOR BUSINESS ADDRESS

1071 West Santa Ana Boulevard

CITY

Santa Ana

STATE

CA

ZIP

92703

PRINTED NAME OF PERSON SIGNING

Bradley Olsen

TITLE

Chief Deputy Coroner

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

Approved as to form.
Office of the County Counsel,
County of Orange

DocuSigned by:

Wendy Phillips

7/22/2024

Wendy Phillips

Sr. Deputy County Counsel

SCO ID: 8120-24112123

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

24112123

PURCHASING AUTHORITY NUMBER (If Applicable)

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Commission on Peace Officer Standards and Training

CONTRACTING AGENCY ADDRESS

860 Stillwater Road, Suite 100

CITY

West Sacramento

STATE

CA

ZIP

95605

PRINTED NAME OF PERSON SIGNING

Jim Grottkau

TITLE

Assistant Executive Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

Commission on Peace Officer Standards and Training
and Orange County Sheriff-Coroner Department
Agreement Number 24112123
Exhibit A

SCOPE OF WORK

1. Orange County Sheriff-Coroner Department (Contractor) agrees to provide the Commission on Peace Officer Standards and Training (POST), with services necessary for the coordination, management, and delivery of Coroner courses to California law enforcement personnel as described herein.
2. The project coordinators during the term of this Agreement will be:

POST

Name: Erik Apperson
Coroner
Phone: (916) 227-4807
Email: erik.apperson@post.ca.gov

Orange County Sheriff-Coroner Dept.

Name: Bradley P. Olsen, Chief Deputy
Phone: (714) 647-7440
Email: brpolsen@ocsheriff.gov

Direct all Agreement inquiries to:

POST Contracts Unit

Attention: Contracts Analyst
Deputy Coroner
Address: 860 Stillwater Road, Ste. 100
West Sacramento, CA 95605
Phone: (916) 227-4537
Email: contracts@post.ca.gov

Orange County Sheriff-Coroner Dept.

Name: Bradley P. Olsen, Chief
Address: 1071 W. Santa Ana Blvd.
Santa Ana, CA 92703
Phone: (714) 647-7440
Email: brpolsen@ocsheriff.gov

3. **Statement of Work**

- A. The Contractor shall fully perform all responsibilities and duties as required by this Agreement and in accordance with directives of the POST Program Manager.
- B. The Contractor shall present the following Coroner Training Courses:
 - a. Two (2) presentations of Coroners Course (80 hours) at a per course cost of \$23,905.00.
 - b. Two (2) presentations of Effective Interviewing in a Death Investigation at a per course cost of \$7,950.00.
 - c. Two (2) presentations of Drowning Death Investigation at a per course cost of \$4,240.00.
 - d. Two (2) presentations of Wound Recognition for First Responders at a per course cost of \$8,335.00.
 - e. Two (2) presentations of Coroner Death Investigation-Elder Abuse at a per course cost of \$4,240.00.
 - f. Two (2) presentations of Fire Death Investigation at a per course cost of \$4,210.00.
 - g. Two (2) presentations on Response to Coroner Mass Disaster Incidents at a per course cost of \$4,210.00.
 - h. Two (w) presentations of Managing Coroner Mass Disaster Incidents at a per course cost of \$4,210.00.

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- i. Two (2) presentations of Foundational Death Investigation at a per course cost of \$6,725.00.
 - j. Two (2) presentations of Homeless Death Investigation at a per course cost of \$5,563.00.
 - k. Two (2) presentations of Pediatric Death Investigation at a per course cost of \$8,025.00.
 - l. One (1) presentation of Basic Autopsy Technician Course at a per course cost of \$8,630.00.
 - m. One (1) presentation of Coroner/Medical Examiner Management Annual Workshop at a per course cost of \$5,197.50.
- C. The Contractor will provide internet connectivity in support of the training at a cost of \$3,000.00. The contractor will provide ongoing maintenance of forensic death investigation training mannequins at \$5,000.00.
- D. The contractor will pay course attendance fees for each student attending PC832 Firearms at a cost of \$70.00 per student, annual cost of \$1,400.00.
- E. The contractor will pay course attendance fees for each student attending PC832 Powers of Arrest at a cost of \$196.00 per student, annual cost of \$3,920.00.
- F. It is mutually agreed that coroners shall be given priority enrollment to the above listed courses.
- G. Each course presentation shall be certified by POST and presented in accordance with content provided by the Contractor. All course presentations must be in compliance with California Code of Regulations (CCR) 1052, Requirements for Course Certification.
- H. All students must be law enforcement personnel, employed full-time with an agency in the POST reimbursable program, and must be assigned to follow-up coroner or investigator duties.
- I. The POST Program Manager will conduct at least one "spot audit" of the Contractor's record keeping processes annually to ensure that the Contractor is dispersing funds according to this Agreement.
4. Course Coordinator
- A. The Course Coordinator works in conjunction with the POST Program Manager and is responsible for all aspects of the Statewide Coroner Training Program logistics, including the scheduling and coordination of instructors and students. To work with high-ranking law enforcement officials effectively and with credibility, the Course Coordinator must have experience working with Coroner/Medical Examiner offices. The Course Coordinator's services are of such a highly specialized nature that the necessary expert knowledge, experience, and ability are not readily available through the civil service system.
 - B. The Course Coordinator must:
 - a. Have a minimum of 10 years of experience working as either a deputy coroner or medical examiner, with the primary responsibility for medicolegal death investigations.

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- b. Have obtained a POST Coroner Certificate, or equivalent as determined by the POST Program Manager.
- c. Have a thorough knowledge of POST guidelines and administrative procedures, including course certification regulations.
- d. Have significant experience in collaborating professionally with sheriffs, sheriff-coroners, deputy coroners, and medical examiners.
- e. Be able to demonstrate a working knowledge of the Coroners Course curriculum, and to substitute instruction as may be necessary.
- f. Have the ability to provide Coroners Course instructors with strategies, feedback, and guidance for immediate implementation into the classroom setting.
- g. Possess the technological acumen to meet the administrative functions of the job.
- h. Be able to travel as requested by the POST Program Manager in accordance with the Coroner Training schedule.

EXHIBIT A, ATTACHMENT I

Course: CORONERS COURSE – 31200

Alternative Course Titles: 80 HR. BASIC CORONERS COURSE, BASIC CORONERS COURSE

Presenter: ORANGE COUNTY SHERIFF’S DEPARTMENT (2060)

Total Hours Per Course Presentation: 80

Total Number of Days of Class: 10

Day 1

Start	End	Subject
0800	0900	I. Course Expectations and Pre-Test
0900	1100	II. Role of Death Investigator
1200	1500	III. Next of Kin Search
1500	1700	IV. Death and Grief/ Death Notification

Day 2

Start	End	Subject
0800	1000	I. Basic Anatomy/Aids and Communicable Disease
1000	1200	II. Forensic Photograph
1300	1700	III. Infant Death Investigation

Day 3

Start	End	Subject
0800	1100	I. Sudden and Unexpected Death
1000	1200	II. Disaster Management
1300	1500	III. Media Relations
1500	1700	IV. Time of Death

Day 4

Start	End	Subject
0800	1100	I. Interview techniques and Culture
1200	1500	II. Fire Death Investigation
1500	1700	III. Critical Incident Stress Management

Day 5

Start	End	Subject
0800	1200	I. Autopsy Procedures
1300	1500	II. Forensic Anthropology
1500	1700	III. Rail Fatalities and Scene Safety

Day 6

Start	End	Subject
0800	1000	I. Bloodstain Pattern Interpretation
1000	1200	II. Tool Marks and Bruises
1300	1500	III. Firearm and Electrical Injuries
1500	1600	IV. Controlled Substances and Toxicology
1600	1700	V. Explosives and Biological Death Investigation

Day 7

Start	End	Subject
0800	1000	I. Courtroom Testimony

Start	End	Subject
1000	1200	II. Coroner Laws
1300	1500	III. Report Writing
1500	1700	IV. Organ Donations

Day 8

Start	End	Subject
0800	1000	I. Fingerprint Basics/Collections
1000	1200	II. Asphyxia Death/Drowning Death Investigations
1300	1700	III. Vehicle Fatalities

Day 9

Start	End	Subject
0800	1000	I. Psychological Autopsy/Profiling
1000	1200	II. Forensic Death Investigation/ Wound Investigation
1300	1700	III. Forensic Odontology

Day 10

Start	End	Subject
0800	1200	I. Drug Death Investigation
1300	1500	II. Elder Death Investigation
1500	1700	III. Final Exam-Test Results-POST Certificates

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Exhibit A, Attachment I

Course: PC 832 FIREARMS – 80101
Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)
 Total Hours Per Course Presentation: **24**
 Total Number of Days of Class: **3**

Per Regulation 1052, an hourly distribution is no longer required.

Course: PC 832 POWERS OF ATTREST – 80102
Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)
 Total Hours Per Course Presentation: **40**
 Total Number of Days of Class: **5**

Per Regulation 1052, an hourly distribution is no longer required.

Course: DROWNING DEATH INVESTIGATION – 31443
Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)
 Total Hours Per Course Presentation: **8**
 Total Number of Days of Class: **1**

Day 1

Start	End	Subject
0800	0815	I. Registration/Introduction
0815	1000	II. Drowning as Tragic Accident, III. The Drowning Process
1000	1100	IV. Role of the Coroner/Medical Examiner
1100	1200	V. Postmortem Examination
1300	1400	VI. Drowning Scene Investigation
1400	1500	VII. Additional Investigative Considerations
1500	1545	VIII. Vehicle Related Drownings
1545	1630	IX. SCUBA Diving Fatality Investigation
1630	1700	X. Course Conclusion

Course: EFFECTIVE INTERVIEWING IN A DEATH INVESTIGATION – 31438

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **24**

Total Number of Days of Class: **3**

Day 1

Start	End	Subject
0800	0815	I. Introduction, Safety Brief, and Arrangements
0815	0915	II. Learning Activity 1.1 – "Ice Breaker/Introductions"
0915	0935	III. Nonverbal Communication
0935	1015	IV. Evaluated Activity 1.1 – Nonverbal Communication
1015	1035	V. Verbal Communication
1035	1050	VI. Learning Activity 1.2 – "The Train Station"
1050	1100	VII. Listening
1100	1200	VIII. Evaluated Activity 1.2 – Verbal Communication
1300	1355	IX. Learning Activity 2.1 – "What Are the Different Religions in the Area"
1355	1410	X. Religions
1410	1445	XI. Evaluated Activity 2.1 – Cultural and Religious Symbolic Representation
1445	1535	XII. Learning Activity 2.2 – "What Are the Different Cultures in the Area"
1535	1555	XIII. Cultural Considerations
1555	1700	XIV. Evaluated Activity 2.2 – Cultural and Religious Symbolic Representation Analysis

Day 2

Start	End	Subject
0800	0830	I. Day 1 Recap - Effective Communication, Culture, and Religion
0830	0840	II. Learning Activity 3.1 – "Critical Observations"
0840	0920	III. Building Rapport with a Witness
0920	0940	IV. Pacing and Leading Techniques
0940	1000	V. First Contact
1000	1030	VI. Learning Activity 3.2 – "Interview Kark McKay"
1030	1100	VII. Body/Nonverbal Communication
1100	1115	VIII. Pacing Recapped
1115	1130	IX. Verbal Communication
1130	1200	X. Effective Communication in Rapport
1300	1315	XI. Listening
1315	1335	XII. Questioning
1335	1345	XIII. Note Taking
1345	1415	XIV. Conversation
1415	1450	XV. Learning Activity 3.3 – " Who Am I?"
1450	1525	XVI. Cognitive Bias
1525	1625	XVII. Evaluated Activity 3.1 – Glengary Glen Ross

Start	End	Subject
1625	1645	XVIII. Re-contact and Ongoing Interviews
1645	1700	XVIII. Evaluation Assessment and Recapitulation

Day 3

Start	End	Subject
0800	0830	I. Reasons for the Cognitive Interview
0830	0900	II. Learning Activity 4.1 - "Background Searches"
0900	0920	III. Common Attributes of the Interview
0920	0935	IV. Setting up the Interview: Types of Questions to Ask
0935	1015	V. Learning Activity 4.2 - "Suicide vs Accident"
1015	1040	VI. Conducting the Interview
1040	1110	VII. Evaluated Activity 4.1 – "The Balloon"
1110	1130	VIII. Mirroring, Leading, and Anchoring
1130	1200	IX. Learning Activity 4.3 – "It's All About them"
1300	1335	X. Learning Activity 4.4 – "Finding a Baseline"
1335	1355	XI. Obtaining a Baseline to Determine Deception, Discomfort, or Deviation
1355	1510	XII. Evaluated Activity 4.2 – "Tell Me About..."
1510	1530	XIII. Miranda Admonishments
1530	1610	XIV. Evaluated Activity 5.1 – "Talk To Me..."

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Start	End	Subject
1610	1620	XV. Medico-Legal Interview
1620	1640	XVI. Evaluation Assessment and Recapitulation
1640	1700	XVII. Certificates and Clean-Up

Course: WOUND RECOGNITION FOR FIRST RESPONDERS – 23218

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **24**

Total Number of Days of Class: **3**

Day 1

Start	End	Subject
0800	0900	I. Registration/Introduction
0900	0930	II. History
0930	0945	III. Medico legal death investigation today
0945	1030	IV. Roles of personnel involved in death investigation
1030	1115	V. Evaluated Activity
1115	1200	VI. Laws pertaining to death investigation
1300	1330	VII. Forensic Autopsy
1330	1400	VIII. External examination: X-rays and Microscope Examination
1400	1430	IX. Toxicology, Serology, Histology and Neuropathology
1430	1445	X. Collection of evidence

Start	End	Subject
1445	1506	XI. Bone Science Activity
1505	1540	XII. Entomology
1540	1610	XIII. Medical records activity
1610	1645	XIV. Evaluated activity
1645	1700	XV. Housekeeping/Clean up

Day 2

Start	End	Subject
0800	0845	I. Stages of wounds and timing of injuries
0845	0915	II. Types of injuries activity
0915	0925	III. Types of blunt force trauma
0925	0940	IV. Patterned Injuries
0940	0955	V. Blunt force trauma
0955	1035	VI. Head anatomy activity/Head trauma/ Subarachnoid hemorrhage video
1035	1050	VII. Physical abuse
1050	1100	VIII. Child abuse
1100	1200	IX. Impact trauma activity
1300	1315	X. Accidental death
1315	1415	XI. Sharp force injuries/activity

Start	End	Subject
1415	1515	XII. Bite marks/ Animal vs Human
1515	1615	XIII. Asphyxia deaths
1615	1630	XIV. Environmental deaths
1630	1700	XV. Therapeutic injuries/case study

Day 3

Start	End	Subject
0800	0845	I. Firearms, pathology, and terminal blasts
0845	0910	II. Unusual injuries and special considerations
0910	0930	III. Less lethal OIS and CALOSHA
0930	1000	IV. Interpret wounds and injuries in the field activity
1000	1015	V. Differences in cause of death/State law
1015	1050	VI. Cause, mechanism, and manner of death
1050	1200	VII. Time of death and Decomposition / activity
1300	1315	VIII. Decomp video
1315	1345	IX. Death Certificates/importance
1345	1415	X. In custody deaths/ Kelly Thomas case study
1415	1500	XI. Mistakes in homicide investigations/ OJ Simpson case study
1500	1520	XII. Courtroom testimony

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Start	End	Subject
1520	1630	XIII. Coroner and Pathology report/ Autopsy activity
1630	1700	XIV. Course Evaluation/housekeeping

Course: CORONERS DEATH INVESTIGATION-ELDER ABUSE – 31242

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **8**

Total Number of Days of Class: **1**

Day 1

Start	End	Subject
0800	0815	I. Registration/Introduction
0815	0845	II. Elder Abuse (S2)
0845	0945	III. Adult Protective Services (S3, 8)
0945	1100	IV. The Aging Process (S4)
1100	1130	V. Physical Abuse (S6)
1130	1200	VI. Psychological Abuse (S7)
1300	1445	VII. Investigating the Scene
1445	1545	VIII Violation of Law (S1, 9)
1545	1615	IX. Financial Abuse (S5)
1615	1645	X. Case Conclusion
1645	1700	XI. POST Test and Certification

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Course: FIRE DEATH INVESTIGATION – 30183**Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**Total Hours Per Course Presentation: **8**Total Number of Days of Class: **1****Day 1**

Start	End	Subject
0800	0900	I. Registration/Introduction & Pre-test
0900	0930	II. Roles and Responsibility
0930	1000	III. Legal Authority
1000	1100	IV. Basic Fire Science
1100	1200	V. Fire Death Scene Investigation
1300	1330	VI. Fire Death Scene Investigation
1330	1500	VII. Postmortem Exam of Fire Victims
1500	1600	VIII. Case Studies/Group Activity
1600	1700	IX. Course Completion/Post-Test

Course: CORONER MASS FATALITY AWARENESS – 31208**Alternative Course Titles:** *RESPONSE TO CORONER MASS DISASTER INCIDENTS, MASS FATALITY AWARENESS***Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**Total Hours Per Course Presentation: **8**Total Number of Days of Class: **1****Day 1**

Start	End	Subject
0800	0830	I. Registration/Introduction
0830	0930	II. Defining a Mass Fatality Incident

Start	End	Subject
0930	1000	III. Incident Command Structure
1000	1100	IV. Mass Fatality Operations
1100	1200	V. Mass Fatality Incident Resources
1300	1330	VI. Introduction to Family Assistance Centers
1330	1430	VII. Disaster Victim Identification
1430	1530	VIII. Decedent Storage
1530	1630	IX. Force Multipliers
1630	1700	X. Conclusion, Post-course Test

Course: CORONER MASS FATALITY FOR MANAGEMENT – 31212

Alternative Course Titles: *MANAGING CORONER MASS DISASTER INCIDENTS, MASS FATALITY MANAGEMENT*

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **8**

Total Number of Days of Class: **1**

Day 1

Start	End	Subject
0800	0830	I. Registration/Introduction
0830	0930	II. Overview of Mass Fatality Definition, Characterization and Key Objectives
0930	1030	III. Mass Fatality Planning
1030	1100	IV. Managing On-scene Operations
1100	1200	V. Family Assistance Center Operations

Start	End	Subject
1300	1400	VI. Managing Mutual Aid
1400	1430	VII. Staff Crisis Management
1430	1630	VIII. Mass Fatality Management Tabletop Exercise
1630	1700	IX. Conclusion, Post-course Test

Course: DEATH INVESTIGATION – 31240

Alternative Course Titles: *FOUNDATIONAL DEATH INVESTIGATION, FOUNDATIONAL DEATH INVESTIGATION FOR PATROL*

Presenter: ORANGE COUNTY SHERIFF’S DEPARTMENT (2060)

Total Hours Per Course Presentation: **16**

Total Number of Days of Class: **2**

Day 1

Start	End	Subject
0800	0830	I. Registration/Introduction
0830	1030	II. Role of the Coroner and Laws
1030	1200	III. Basic Anatomy, Medical Terminology, and Medical Records
1300	1400	IV. Common Case Types & Scene Congruency
1400	1530	V. Wound Identification and Postmortem Interval
1530	1700	VI. Autopsy Protocol, Toxicology, Prescription Medication and Organ Donation

Day 2

Start	End	Subject
0800	0900	I. Manner of Death

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Start	End	Subject
0900	1000	II. Decedent Identification
1000	1200	III. Next of Kin Searches and Death Notifications
1300	1400	IV. Mass Fatalities and Regional Resources
1400	1500	V. Case Studies/Scenarios
1500	1530	VI. Current Trends
1530	1630	VII. Occupational Wellness and Resilience
1630	1700	VIII. Course Conclusion

Course: HOMELESS DEATH INVESTIGATION – 23361

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **8**

Total Number of Days of Class: **1**

Day 1

Start	End	Subject
0800	0830	I. Registration/Introduction
0830	1100	II. Homelessness
1100	1200	III. Psychology of Homelessness
1300	1330	IV. P.E.H. Incarcerations
1330	1430	V. Vulnerable Population
1430	1530	VI. Death Investigation
1530	1600	VII. Causes of Death

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Start	End	Subject
1600	1630	VIII. Mannering the Death
1630	1700	IX. Course Conclusion

Course: PEDIATRIC DEATH INVESTIGATION – 23205

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **16**

Total Number of Days of Class: **2**

Day 1

Start	End	Subject
0800	0830	I. Registration/Introduction
0830	1000	II. Newborns and Stillborns/Gestational Age/Birth Defects/Home Deliveries
1000	1030	III. Newborn Feeding/Substance Abusing Mother
1030	1100	IV. Examination of Neonate/Examination of Death Scene
1100	1200	V. Parent Interviews/Reporting to CPS
1300	1400	VI. Infants 30 Days to 1 Year/Illnesses and Disease
1400	1500	VII. Safe Sleep/SIDS or SUID
1500	1530	VIII. Daycare and Foster Care Death
1530	1600	IX. Hot Car and Drowning Death
1600	1700	X. Abusive Head Trauma/Neglect/Sexual Abuse

Day 2

Start	End	Subject
0800	0900	I. Toddlers and Pre-K/Natural Deaths
0900	1000	II. Traumatic Deaths/Resources
1000	1100	III. Elementary School Age/Natural Deaths
1100	1200	IV. Pre-Teen Middle School/Natural/High Risk/Suicide
1300	1500	V. Teens 13-17 Mental Health/Suicide/High Risk/Runaways
1500	1600	VI. Review of Law/Ethical Considerations
1600	1700	VII. Conclusion/Final Examination

Course: BASIC AUTOPSY TECHNICIAN COURSE – 31214
Presenter: ORANGE COUNTY SHERIFF’S DEPARTMENT (2060)
 Total Hours Per Course Presentation: **24**
 Total Number of Days of Class: **3**

Day 1

Start	End	Subject
0800	0930	I. Introduction to Death Investigation
0930	1200	II. Anatomy and Physiology
1300	1500	III. Wound Identification
1500	1600	IV. Decent Management
1600	1700	V. Forensic Photography and Documentation

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Day 2

Start	End	Subject
0800	1000	I. Autopsy Procedures and Techniques
1000	1200	II. Decedent Identification Techniques
1300	1400	III. Evidence Collection and Preservation
1400	1530	IV. Mental Health
1530	1700	V. Work Place Safety

Day 3

Start	End	Subject
0800	1200	I. Case Studies and Practical Training
1300	1400	III. Professional Development
1400	1600	IV. Role of the Coroner Technician in a Mass Disaster
1600	1700	V. Course Test and Conclusion

Course: CORONER/MEDICAL EXAMINER MANAGEMENT ANNUAL WORKSHOP – 31215

Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)

Total Hours Per Course Presentation: **8**

Total Number of Days of Class: **1**

Pending course approval.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. **INVOICING AND PAYMENT**

- A. The Contractor shall receive reimbursement for services satisfactorily rendered, and upon receipt and approval of the Contractor's invoices, the State agrees to compensate the Contractor for expenditures incurred consistent with the budget detail, up to the maximum amounts shown, in accordance with the cost breakdown, as described below.
- B. All costs indicated herein are fixed rates. Totals may change based on actual usage. Costs shall be paid in accordance with Exhibit B, Budget Overview, attached hereto not to exceed \$193,803.50.
- C. POST agrees to compensate the Contractor for actual expenditures of equipment purchases made for the purpose of fulfilling the needs of the course, up to the maximum amount of \$193,803.50.
- D. Upon completion of each session, the Contractor agrees to submit a detailed invoice with the following information before payment will be authorized:
- Agreement Number
 - Course Date(s)
 - Budget breakdown showing the contracted amount and the actual amount per line item
 - Facility Costs
 - Itemized invoices and receipts for equipment, supplies and mailing purchased and travel receipts as required per CalHR requirements.

Invoices not containing the above bulleted information will be disputed and payment will be held until complete information and/or documentation is submitted. The Contractor shall submit invoices not more frequently than monthly in arrears to the address provided below before the 15th of the upcoming month to:

invoicereceived@post.ca.gov

or

Commission on POST
Accounting Section
860 Stillwater Road, Suite 100
West Sacramento, CA 95605-1630

2. BUDGET CONTINGENCY CLAUSE

- A. It is mutually agreed that if the California State Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the California State Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State or offer an Agreement amendment to Contractor to reflect the reduced amount.

3. PROMPT PAYMENT CLAUSE

- A. Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

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EXHIBIT B, ATTACHMENT II

**BUDGET
OVERVIEW**

Course Title	Course	Number of Presentations	Cost Per Presentation	Estimated Course Totals
1. Coroners Course (80 hours)	31200	2	\$23,905.00	\$47,810.00
2. PC 832 Firearms (24 hours)	80101	2	10 Students @ \$70 per student	\$1,400.00
3. PC 832 Powers of Arrest (40 hours)	80102	2	10 Students @ \$196 per student	\$3,920.00
4. Effective Interviewing in a Death Investigation (24 hours) *	31438	2	\$7,950.00	\$15,900.00
5. Drowning Death Investigation (8 hours) *	31443	2	\$4,240.00	\$8,480.00
6. Wound Recognition for 1 st Responders (24 hours) *	23218	2	\$8,335.00	\$16,670.00
7. Coroner Death Investigation-Elder Abuse (8 hours) *	31242	2	\$4,240.00	\$8,480.00
8. Fire Death Investigation (8 hours) *	30183	2	\$4,210.00	\$8,420.00
9. Response to Coroner Mass Disaster Incidents (8 hours) *	31208	2	\$4,210.00	\$8,420.00
10. Managing Coroner Mass Disaster Incidents (8 hours) *	31212	2	\$4,210.00	\$8,420.00
11. Foundational Death Investigation (16 hours) *	31240	2	\$6,725.00	\$13,450.00
12. Homeless Death Investigation (8 hours) *	23361	2	\$5,563.00	\$11,126.00
13. Pediatric Death Investigation (24 hours)	23205	2	\$8,025.00	\$16,050.00
14. Basic Autopsy Technician Course (24 hours)	31214	1	\$8,630.00	\$8,630.00
15. Coroner/Medical Examiner Management Annual Workshop (8 hours)	31215	1	\$5,197.50	\$5,197.50
Number of courses: 15		Number of presentations: 28		
Course Presentation Cost				\$182,373.50
Presenter Coordination Travel				
* Travel to Northern California for Course Coordination (Budget removed from individual courses)				\$5,000.00
Equipment/Maintenance				
Internet Connectivity & Maintenance				\$3,000.00

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Mannequins Maintenance (Annual/as needed)	\$5,000.00
Grand Total	\$195,373.50

CORONERS COURSE BUDGET DETAIL

<i>Orange County Sheriff Department</i>			
Coroners Course			
2060-31200-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	80	\$ 90.00	\$ 7,200.00
Coordination			
General Coordination	80	\$ 55.00	\$ 4,400.00
Presentation Coordination (onsite)	80	\$ 15.00	\$ 1,200.00
Clerical	80	\$ 15.00	\$ 1,200.00
B. Travel			
Instructor(s)		\$ -	\$ 5,000.00
Total Direct Costs			\$ 19,000.00
C. Indirect Cost			\$ 2,850.00
	% Approved in EDI		
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts	30	\$ 20.00	\$ 600.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 2.00	\$ 60.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental			\$ 500.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
PPE	30	\$ 10.00	\$ 300.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00

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Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 23,905.00

PC 832 FIREARMS COUSE BUDGET DETIAL

Orange County Sheriff Department			
PC 832 Firearms Course			
2060-80101-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructors A	24	\$ 90.00	\$ 2,160.00
Instructors B	24	\$ 90.00	\$ 2,160.00
Coordination			
General Coordination	24	\$ 55.00	\$ 1,320.00
Presentation Coordination (onsite)	24	\$ 15.00	\$ 360.00
Clerical	24	\$ 15.00	\$ 360.00
B. Travel			
Total Direct Costs			
			\$ 6,360.00
C. Indirect Cost		% Approved in EDI	\$ 954.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$250.00
Certificates			\$ 17.50
Notebooks			
Flash drives			\$ 140.00
Paper/Office Supplies			\$ 315.00
Printing/Reproduction			
Equipment/Rental			
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
GRAND TOTAL			\$ 8,036.50

If we go with the per student cost, we at Orange County Sheriff charge:
\$70.00 x 10 students = \$700.00

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PC 832 POWERS TO ARREST COUSE BUDGET DETIAL

Orange County Sheriff Department			
PC 832 Powers to Arrest Course			
2060-80101-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor	40	\$ 90.00	\$ 3,600.00
Coordination			
General Coordination	40	\$ 55.00	\$ 2,200.00
Presentation Coordination (onsite)	40	\$ 15.00	\$ 600.00
Clerical	40	\$ 15.00	\$ 600.00
B. Travel			
Total Direct Costs			\$ 7,000.00
C. Indirect Cost			
	% Approved in EDI		\$ 1,050.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 500.00
Certificates			\$ 17.50
Notebooks			
Flash drives			\$ 140.00
Paper/Office Supplies			\$ 315.00
Printing/Reproduction			
Equipment/Rental			
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
GRAND TOTAL			\$ 9,022.50

If we go with the per student cost, we at Orange County Sheriff charge:
\$196 x 10 students = \$1,960.00

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EFFECTIVE INTERVIEWING IN A DEATH INVESTIGATION BUDGET DETAIL

Orange County Sheriff Department			
Effective Interviewing in a Death Investigation			
2060-31438-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	24	\$ 90.00	\$ 2,160.00
Coordination			
General Coordination	24	\$ 55.00	\$ 1,320.00
Presentation Coordination (onsite)	24	\$ 15.00	\$ 360.00
Clerical	24	\$ 15.00	\$ 360.00
B. Travel			
Instructor(s)		\$ -	\$ 2,000.00
Total Direct Costs			\$ 6,200.00
C. Indirect Cost			
	% Approved in EDI		
			\$ 930.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts:			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies		\$ -	\$ 100.00
Printing/Reproduction			\$ 50.00
Equipment/Rental		\$ -	\$ 200.00
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 25.00
Computer Projector Lamp			\$ 100.00
Computer Tech Support			\$ 200.00
GRAND TOTAL			\$ 7,950.00

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DROWNING DEATH INVESTIGATION BUDGET DETAIL

<i>Orange County Sheriff Department</i>			
Drowning Death Investigation			
2060-31443-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
Instructor(s)		\$ -	\$ 1,500.00
Coordinator (See Budget Overview)		\$ -	\$ 0.00
Total Direct Costs			\$ 2,900.00
C. Indirect Cost		% Approved in EDI	\$ 435.00
D. Supplies & Equipment		<i>No. of Students</i>	
Books/Pamphlets/Handouts		\$ 0.00	\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 2.00	\$ 60.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental		\$ -	\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping		\$ 0.00	\$ 50.00
Flip Chart Markers			\$ 100.00
Flip Chart Paper			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)			\$ 200.00
GRAND TOTAL			\$ 4,240.00

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WOUND IDENTIFICATION FOR FIRST RESPONDERS BUDGET DETAIL

Orange County Sheriff Department			
Wound Identification for First Responders			
2060-23218-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	24	\$ 90.00	\$ 2,160.00
Coordination			
General Coordination	24	\$ 55.00	\$ 1,320.00
Presentation Coordination (onsite)	24	\$ 15.00	\$ 360.00
Clerical	24	\$ 15.00	\$ 360.00
B. Travel			
Instructor(s)		\$ -	\$ 2,000.00
Coordinator		\$ -	\$ 0.00
Total Direct Costs			\$ 6,200.00
C. Indirect Cost		% Approved in EDI	\$ 930.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 100.00
Certificates	30	\$ 1.50	\$ 45.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies			\$ 100.00
Printing/Reproduction			\$ 50.00
Crayola Air Dry Clay			\$ 50.00
Plastic Toy Tools			\$ 90.00
Bite Wax Plate			\$ 20.00
Misc. Equipment/Rental			\$ 300.00
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Projector Lamp			\$ 100.00
Computer Tech Support			\$ 200.00
GRAND TOTAL			\$ 8,335.00

CORONER DEATH INVESTIGATION-ELDER ABUSE BUDGET DETAIL

Orange County Sheriff Department		
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Coroner Death Investigation-Elder Abuse			
2060-31242-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
Instructor		\$ -	\$ 1,500.00
Coordinator		\$ -	\$ 0.00
Total Direct Costs			\$ 2,900.00
C. Indirect Cost		% Approved in EDI	\$ 435.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
2Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies			\$ 60.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental			\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping			\$ 50.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 4,240.00

FIRE DEATH INVESTIGATION BUDGET DETAIL

Orange County Sheriff Department			
Fire Death Investigation			
2060-30183-23			

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Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
Instructor(s)		\$ -	\$ 1,500.00
Coordinator			\$
Total Direct Costs			\$ 2,900.00
C. Indirect Cost	% Approved in EDI		\$ 435.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies			\$ 30.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental			\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Flip Chart Paper			\$ 100.00
Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
Course material shipping cost			\$ 50.00
GRAND TOTAL			\$ 4,210.00

CORONER MASS FATALITY AWARENESS BUDGET DETAIL

Orange County Sheriff Department			
Coroner Mass Fatality Awareness			
2060-31208-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			

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Instructor(s)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
<i>Instructor(s)</i>		\$ -	\$ 1,500.00
<i>Coordinator</i>		\$ -	\$ 0.00
Total Direct Costs			\$ 2,900.00
C. Indirect Cost	% Approved in EDI		\$ 435.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 1.00	\$ 30.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental		\$ -	\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping			\$ 50.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 4,210.00

CORONER MASS FATALITY FOR MANAGEMENT BUDGET DETAIL

Orange County Sheriff Department			
Coroner Mass Fatality for Management			
2060-31212-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	8	\$ 90.00	\$ 720.00

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Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
<i>Instructor(s)</i>		\$ -	\$ 1,500.00
<i>Coordinator</i>		\$ -	\$ 0.00
Total Direct Costs			\$ 2,900.00
C. Indirect Cost	% Approved in EDI		\$ 435.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 1.00	\$ 30.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental		\$ -	\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping Cost			\$ 50.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 4,210.00

FOUNDATIONAL DEATH INVESTIGATION BUDGET DETAIL

Orange County Sheriff Department			
Foundational Death Investigation for Patrol			
2060-31240-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	16	\$ 90.00	\$ 1,440.00
Coordination			

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General Coordination	16	\$ 55.00	\$ 880.00
Presentation Coordination (onsite)	16	\$ 15.00	\$ 240.00
Clerical	16	\$ 15.00	\$ 240.00
B. Travel			
Instructor(s)		\$ -	\$ 2,000.00
Coordinator		\$ -	\$ 0.00
Total Direct Costs			\$ 4,800.00
C. Indirect Cost	% Approved in EDI		
			\$ 720.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts	30	\$ 0.00	\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 2.00	\$ 60.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental		\$ -	\$ 500.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping Costs		\$ 0.00	\$ 50.00
Flip Chart Markers			\$ 50.00
Flip Chart Paper			\$ 100.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 6,725.00

HOMELESS DEATH INVESTIGATION BUDGET DETAIL

Orange County Sheriff Department			
Homeless Death Investigation			
2060-23361-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor (A)	8	\$ 90.00	\$ 720.00
Instructor (B)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00

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Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
<i>Instructor(s)</i>		\$ -	\$ 2,000.00
<i>Coordinator</i>		\$ -	\$ 0.00
Total Direct Costs			\$ 4,120.00
C. Indirect Cost	% Approved in EDI		
			\$ 618.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies	30	\$ 1.00	\$ 30.00
Printing/Reproduction			\$ 50.00
Misc. Equipment/Rental		\$ -	\$ 200.00
Support Costs			
Course/Facility Costs			\$ 0.00
Misc (room rental, shipping)			
Shipping Costs			\$ 50.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 100.00
Computer Tech Support (hours)	8	\$ 25.00	\$ 200.00
GRAND TOTAL			\$ 5,563.00

PEDIATRIC DEATH INVESTIGATION BUDGET DETAIL

Orange County Sheriff Department			
Pediatric Death Investigation			
2060-23205-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	24	\$ 90.00	\$ 2,160.00
Coordination			
General Coordination	24	\$ 55.00	\$ 1,320.00
Presentation Coordination (onsite)	24	\$ 15.00	\$ 360.00
Clerical	24	\$ 15.00	\$ 360.00

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B. Travel			
Instructor(s)		\$ -	\$ 2,000.00
Coordinator		\$ -	\$ 0.00
Total Direct Costs			\$ 6,200.00
C. Indirect Cost			
	% Approved in EDI		\$ 930.00
D. Supplies & Equipment			
	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 0.00
Certificates	30	\$ 1.50	\$ 45.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies			\$ 50.00
Printing/Reproduction			\$ 50.00
Misc. Equipment/Rental			\$ 300.00
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Projector Lamp			\$ 100.00
Computer Tech Support			\$ 200.00
GRAND TOTAL			\$ 8,025.00

BASIC AUTOPSY TECHNICIAN COURSE BUDGET DETAIL

Orange County Sheriff Department			
Basic Autopsy Technician Course			
2060-31214-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	24	\$ 90.00	\$ 2,160.00
Coordination			
General Coordination	24	\$ 55.00	\$ 1,320.00
Presentation Coordination (onsite)	24	\$ 15.00	\$ 360.00
Clerical	24	\$ 15.00	\$ 360.00
B. Travel			
Instructor(s)		\$ -	\$ 2,000.00
Coordinator		\$ -	\$ 0.00
Total Direct Costs			\$ 6,200.00

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C. Indirect Cost	% Approved in EDI		\$ 930.00
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts			\$ 100.00
Certificates	30	\$ 1.50	\$ 45.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies			\$ 100.00
Printing/Reproduction			\$ 55.00
Misc. Equipment/Rental			\$ 300.00
Support Costs			
Course/Facility Costs			\$ -
Misc (room rental, shipping)			
PPE	30	\$ 15.00	\$ 450.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Projector Lamp			\$ 100.00
Computer Tech Support			\$ 200.00
GRAND TOTAL			\$ 8,630.00

**CORONER/MEDICAL EXAMINER MANAGEMENT ANNUAL WORKSHOP
BUDGET DETAIL**

Orange County Sheriff Department			
Coroner/Medical Examiner Management Annual Workshop			
2060-31215-23			
Name	Actual Hours	Actual Rate	Actual Amount
A. Services			
Instructor(s)	8	\$ 90.00	\$ 720.00
Coordination			
General Coordination	8	\$ 55.00	\$ 440.00
Presentation Coordination (onsite)	8	\$ 15.00	\$ 120.00
Clerical	8	\$ 15.00	\$ 120.00
B. Travel			
Instructor(s)		\$ -	\$ 1,250.00
Total Direct Costs			\$ 2,650.00

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C. Indirect Cost		% Approved in EDI	\$ 397.50
D. Supplies & Equipment	<i>No. of Students</i>		
Books/Pamphlets/Handouts		\$ 0.00	\$ 0.00
Certificates		\$ 0.00	\$ 0.00
Notebooks		\$ -	\$ 0.00
Flash drives		\$ 0.00	\$ 0.00
Paper/Office Supplies		\$ -	\$ 100.00
Printing/Reproduction			\$ 100.00
Misc. Equipment/Rental			\$ 300.00
Support Costs			
Course/Facility Costs			\$ 1,500.00
Misc (room rental, shipping)			
PPE		\$ 0.00	\$ 0.00
Flip Chart Paper			\$ 100.00
Flip Chart Markers			\$ 50.00
Computer Exercise Supply (projector lamp)			\$ 0.00
Computer Tech Support (hours)		\$ 0.00	\$ 0.00
GRAND TOTAL			\$ 5,197.50

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. **SETTLEMENT OF DISPUTES:** Except as otherwise provided in this Agreement, any dispute concerning a question of fact arising under this Agreement which is not disposed of by compromise shall be decided by POST, who shall produce its decision notification decision in writing and mail or otherwise furnish a copy thereof to the Contractor. The Contractor shall have fifteen (15) calendar days after receipt of such a decision to submit a written protest to POST specifying in detail in what particulars the Agreement requirements were exceeded. If the Contractor fails to submit such a protest within the period specified above shall constitute a waiver of any and all rights to adjustment in the Agreement terms and POST's decision shall be final and conclusive. Pending POST final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of this Agreement.
2. **AMENDMENTS:** This Agreement may be amended for time, scope, increase or decrease of funds by mutual written consent.
3. **TERMINATION CLAUSE:** For contracts involving the presentation of POST courses, POST reserves the right to require the Contractor to discontinue the use of any particular Instructor, Facilitator, Auditor, Volunteer, or approved subcontractor under this Agreement (a) at any time, with or without cause, by delivering thirty day written notice to the Contractor; or (b) immediately, with cause, which for purposes hereof means such Instructor, Facilitator, Auditor, Volunteer, or approved subcontractor has allegedly engaged in conduct POST deems to be inappropriate, unprofessional, illegal, immoral, deceptive or fraudulent, as determined by POST in its sole discretion. The Contractor shall provide timely evidence to POST of its compliance with this paragraph. Failure to comply may result in the decertification of the Contractor's presentation.
4. **CONTRACTOR EVALUATION (if applicable):** In accordance with provisions of the Public Contract Code, PCC § 10367, 10369 and 10370, the Contractor's performance under this Agreement will be evaluated. The evaluation will be prepared by POST within 60 days after completion of the Agreement.
5. **TRAVEL (if applicable):** Travel expenses and per diem related to the services provided under this Agreement are subject to prior approval by the POST representative and shall not exceed the rates paid to State non-represented/excluded employees.

Rate information may be viewed at

<http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>.

6. **SUBCONTRACTING (if applicable):** The Contractor is expected to perform the services contemplated with the resources available within its own organization. Subcontracting of work pertinent to this Agreement shall be upon prior written consent by POST and subject to the permissive conditions set forth in the State Contracting Manual Section 3.06.

Based on "reasonable effort" to the best of its ability, the Contractor warrants, represents and agrees that it and its subcontractors, employees and

representatives will, at all times when performing services under this Agreement (a) comply with all applicable local, city, county, state and federal laws, codes, statutes, ordinances, rules, and regulations; and (b) fulfill student course expectations.

The Contractor shall notify POST in writing immediately upon termination of any such subcontract(s).

7. GenAI Technology Use & Reporting

During the term of the contract, Contractor must notify the State in writing if their services or any work under this contract includes, or makes available, any previously unreported GenAI technology, including GenAI from third parties or subcontractors. Contractor shall immediately complete the GenAI Reporting and Factsheet (STD 1000) to notify the State of any new or previously unreported GenAI technology. At the direction of the State, Contractor shall discontinue the use of any new or previously undisclosed GenAI technology that materially impacts functionality, risk or contract performance, until use of such GenAI technology has been approved by the State.

Failure to disclose GenAI use to the State and submit the GenAI Reporting and Factsheet (STD 1000) may be considered a breach of the contract by the State at its sole discretion and the State may consider such failure to disclose GenAI and/or failure to submit the GenAI Reporting and Factsheet (STD 1000) as grounds for the immediate termination of the contract. The State is entitled to seek any and all relief it may be entitled to as a result of such non-disclosure.

The State reserves the right to amend the contract, without additional cost, to incorporate GenAI Special Provisions into the contract at its sole discretion and/or terminate any contract that presents an unacceptable level of risk to the State.

The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI tools, while balancing the risks of these new technologies.

Bidder / Offeror / Contractor must notify the State in writing if their solution or service includes, or makes available, any GenAI, including GenAI from third parties or subcontractors.

The State has developed a [GenAI Reporting and Factsheet \(STD 1000\)](#) to be completed by the Bidder / Offeror / Contractor .

Failure to submit the GenAI Reporting and Factsheet (STD 1000) will result in disqualification of the Bidder / Offeror / Contractor.

Failure to report GenAI to the State may void any resulting contract. The State reserves its right to seek any and all relief it may be entitled to as a result of such non-disclosure.

Commission on Peace Officer Standards and Training
and Orange County Sheriff-Coroner Department
Agreement Number 24112123
Exhibit D

Upon receipt of a Bidder / Offeror / Contractor GenAI Reporting and Factsheet (STD 1000), the state reserves the right to incorporate GenAI Special Provisions into the final contract or reject bids/offers that present an unacceptable level of risk to the state.

Generative Artificial Intelligence (GenAI) Reporting and Factsheet

Section 1: Bidder / Offeror / Contractor Information

Solicitation / Contract Orange County Sheriff-Coroner Department	Number Bidder ID / Vendor ID (optional)		
Business Name 1701 W. Santa Ana Blvd.	Business Telephone Number		
Business Address	City Santa Ana	State CA	Zip Code 92703

Contract / Description of Purchase

Section 2: Disclosure and Factsheet

Will you and/or your subcontractor(s) be using or offering GenAI technology, model, service, or system (collectively, "product")? Yes No (If no, skip to Signature section of this form.)

If yes, provide details regarding the GenAI system. See *GenAI Reporting and Factsheet Instructions* at the end of this form for more information.

Failure to provide information requested on this form may result in disqualification or may void any resulting contract.

1. GenAI Model Name, LLM Version (including number of parameters) & list ALL model names/owners for the solution or offering	
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2. (GenAI powered, or driven), applications / product owner	
3. Product Description	
4. Use Case(s)	
5. Intended Information Domain	
6. Explain how the GenAI system is not adversely affecting decisions that materially impact access to, or approval for, housing or accommodations, education, employment, credit, health care, and criminal justice.	

Signature

By signing this document, I have identified and reported any GenAI use in the performance of this contract. If any new or previously unreported GenAI use is identified in the future in the performance of this contract, we will complete and submit to the State an updated STD 1000.

Signature

Date

Submit completed form to the awarding department

GenAI Reporting and Factsheet Instructions

Please use the following definitions and instructions to complete the GenAI Reporting and Factsheet:

1. GenAI Model Name, LLM Version (including number of parameters) & list ALL model names/owners for the solution or offering
 - a. Definition: The unique identifier or name assigned to the specific GenAI model or service.
 - b. Purpose: Allows users to refer to and distinguish between different GenAI models.
2. (GenAI powered, or driven), applications/product owner:
 - a. Definition: The name of the organization or entity responsible for creating or deploying the GenAI model or service.
 - b. Purpose: Helps identify the source and accountability for the GenAI system.
3. Product Description:
 - a. Definition: A concise summary of the GenAI model's purpose, functionality, and key characteristics.
 - b. Purpose: Provides a high-level understanding for users and stakeholders.
4. Use Case(s):
 - a. Definition: The intended use or goal of the GenAI model (e.g., image recognition, natural language processing, text summarization).
 - b. Purpose: Helps users assess whether the GenAI model aligns with their needs.
5. Intended Information Domain:
 - a. Definition: The context, subject matter, or domain for which the GenAI model is designed to operate effectively.
 - b. Purpose: Helps users determine if the GenAI model is suitable for their specific use case.
6. Adverse Impact:
 - a. Explain below how you are ensuring the GenAI system is not adversely affecting decisions that materially impact access to, or approval for, housing or accommodations, education, employment, credit, health care, and criminal justice.
7. Signature:
 - a. The signatory for the Contract shall also sign the STD 1000

CCC 04/2017

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Orange County Sheriff-Coroner Department		<i>Federal ID Number</i> 95-6000928
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i> Bradley Olson, Chief Deputy Coroner		
<i>Date Executed</i>	<i>Executed in the County of</i> Orange, CA	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.