

**STANDARD AGREEMENT - AMENDMENT**

STD 213A (Rev. 10/2019)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED \_\_\_\_\_ PAGES

AGREEMENT NUMBER 20112123	AMENDMENT NUMBER A1	Purchasing Authority Number
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1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY NAME

Commission on Peace Officer Standards and Training (POST)

CONTRACTOR NAME

Orange County Sheriff-Coroner Department

2. The term of this Agreement is:

START DATE

July 1, 2020

THROUGH END DATE

June 30, 2021

3. The maximum amount of this Agreement after this Amendment is:

\$165,075.52 (One hundred sixty-five thousand, seventy five dollars and fifty two cents)

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

Purpose of the Amendment is to reallocate costs to redirect allocations from the scope of work which will not be realized to other specific items to support the delivery of statewide coroner training. It will decrease the amount of the contract by \$38.98.

*All other terms and conditions shall remain the same.*

*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

Tracy Morris

TITLE

Captain

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

Commission on Peace Officer Standards and Training (POST)

CONTRACTING AGENCY ADDRESS

860 Stillwater Road, Suite 100

CITY

West Sacramento

STATE

CA

ZIP

95605

PRINTED NAME OF PERSON SIGNING

Maria A. Sandoval

TITLE

Assistant Executive Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

APPROVED AS TO FORM  
 OFFICE OF THE COUNTY COUNSEL  
 ORANGE COUNTY, CALIFORNIA

By   
 Deputy

Date: 12/7/20

## 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: Andrew Mendonsa  
 Phone: (916) 227-2510  
 Email: [andrew.mendonsa@post.ca.gov](mailto:andrew.mendonsa@post.ca.gov)

### Orange County Sheriff-Coroner Dept.

Name: Captain Tracy Morris  
 Phone: (714) 412-9892  
 Email: [TracyLMorris@ocsd.org](mailto:TracyLMorris@ocsd.org)

Direct all Agreement inquiries to:

### POST Contracts Unit

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

### Orange County Sheriff-Coroner Dept.

Name: Captain Tracy Morris  
 Address: 1071 W. Santa Ana Blvd.  
 Santa Ana, CA 92703  
 Phone: (714) 412-9892  
 Email: [TracyLMorris@ocsd.org](mailto:TracyLMorris@ocsd.org)

### 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 Courses:
  - a. Two (2) presentations of 80-hour Coroner Course at a per course cost of \$16,955.00
  - b. Two (2) presentations of PC 832 at a per course cost of \$3,907.50
  - c. ~~One (1) presentation of 32-hour Coroners Symposium, Advanced, at a per course cost of \$39,008.00~~
  - d. Two (2) Effective Interviewing in a Death Investigation at a per course cost of ~~\$4,965.00~~ **\$6,394.51**
  - e. Two (2) Officer Safety Update at a per course cost of \$3,577.50
  - f. One (1) Wound Identification for 1<sup>st</sup> Responders at a per course cost of \$7,556.00
- C. The Contractor will provide internet connectivity in support of the training at a cost of \$6,500.00. **The contractor will provide for the purchase and ongoing maintenance of two forensic death investigation training mannequins at \$20,000.00 and necessary facility/training room technology upgrades at \$60,000.00.**
- D. The Contractor will provide a Coroner Course Coordinator (as specified in Section 4) at a cost of ~~\$53,240.00~~ **\$9,350.00.**
- E. It is mutually agreed that coroners shall be given priority enrollment to the above listed courses.
- F. 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.

- G. 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.
  - H. 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, to include 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.
    - 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 Basic Coroner Course curriculum, and to substitute instruct as may be necessary.
    - f. Have the ability to provide Basic Coroner Course instructors with strategies, feedback, and guidance for immediate implementation into the classroom setting.
    - g. Possess the technology 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****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	Course Expectations & Pre-Test
0900	1500	Role of Death Investigator-National Guidelines-Death Notification
1500	1700	Identifying the Unidentified-Cal ID

**Day 2**

Start	End	Subject
0800	1000	Sudden and Unexpected Death
1000	1200	Coroner Related Law
1300	1500	Disaster Management
1500	1700	Infant Death Investigation

**Day 3**

Start	End	Subject
0800	1000	Sudden and Unexpected Death
1000	1200	Coroner Related Law
1300	1500	Disaster Management
1500	1700	Infant Death Investigation

**Day 4**

Start	End	Subject
0800	1000	Organ Donation
1000	1200	Forensic Photography
1300	1700	Drug Death Investigation

**Day 5**

Start	End	Subject
0800	1200	Autopsy Procedures and Time of Death Applications
1300	1500	Media Relation
1500	1700	Time of Death

**Day 6**

Start	End	Subject
0800	1000	Forensic Death Investigation/Crime Lab Procedures
1000	1200	Bloodstain Pattern Interpretation
1300	1500	Unusual Forensic Cases – Toxicology Interpretation
1500	1700	Basic Anatomy

**Day 7**

Start	End	Subject
0800	1000	Post-Traumatic Stress Disorder
1000	1200	Critical Incident Stress Management
1300	1500	Death Investigation in the Age of Terrorism
1500	1700	Asphyxial Deaths

**Day 8**

Start	End	Subject
0800	1000	Psychological Autopsy and Profiling
1000	1200	Tool Marks and Biological Material
1300	1500	Fire Death Investigation
1500	1700	Explosives

**Day 9**

Start	End	Subject
0800	1200	Forensic Dentistry
1300	1500	Anthropological Recovery
1500	1600	Forensic Anthropology
1600	1700	Bone Lab

**Day 10**

Start	End	Subject
0800	0900	Pediatric Forensic Pathology
0900	1000	Child Abuse and Neglect
1000	1100	Firearm and Electrical Injuries
1100	1200	Post Mortem Identification
1300	1500	Court Testimony
1500	1700	Final Exam-Test Results-POST Certificates

**Course: PC 832 Arrest and Firearms – 80101/80102****Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**

Total Hours Per Course Presentation: 64

Total Number of Days of Class: 8

**Day 1 (Arrest)**

Start	End	Subject
0800	1000	Leadership, Professionalism and Ethics
1000	1200	Criminal Justice System
1300	1700	LD 3- Policing the Community and LD 18- Investigative Report Writing

**Day 2**

Start	End	Subject
0800	1100	Use of Force
1200	1700	LD 33- Arrest and Control

**Day 3**

Start	End	Subject
0800	1100	LD 5- Introduction to Criminal Law
1200	1700	LD 33- Arrest and Control Final Block

**Day 4**

Start	End	Subject
0800	1100	LD 16- Search and Seizure
1100	1200	LD 15- Laws of Arrest
1300	1700	LD 15- Laws of Arrest

**Day 5**

Start	End	Subject
0800	1000	LD 17- Presentation of Evidence
1000	1200	LD 30- Crime Scenes, Evidence, and Forensics
1300	1500	LD 39- Crimes Against Justice System and LD 42- Cultural Diversity/Discrim.
1500	1700	Testing

**Day 6 (Firearms)**

Start	End	Subject
0800	1200	LD 35 Lecture
1300	1700	LD 35 Lecture

**Day 7**

Start	End	Subject
0800	1200	LD 35 Practical
1300	1700	LD 35 Practical

**Day 8**

Start	End	Subject
0800	1200	LD 35 Practical
1300	1700	LD 35 Test/Qualification



**Course: CORONERS SYMPOSIUM, ADV – 34481**

**Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**

Total Hours Per Course Presentation: **32**

Total Number of Days of Class: **5**

*CURRICULUM IS DEVELOPED ANNUALLY IN THE MONTHS LEADING UP TO THE SYMPOSIUM TO ENSURE CONTENT IS CONTEMPORARY, PERTINENT AND REFLECTS THE LATEST DEVELOPMENTS IN BEST PRACTICES.*

**Course: CORONER SAFETY UPDATE**

**Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**

Total Hours Per Course Presentation: **8**

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

*COURSE TO BE DEVELOPED*

**Course: EFFECTIVE INTERVIEWING IN A DEATH INVESTIGATION COURSE**

**Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**

Total Hours Per Course Presentation: **24**

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

*COURSE TO BE DEVELOPED*

**Course: WOUND IDENTIFICATION FOR FIRST RESPONDERS**

**Presenter: ORANGE COUNTY SHERIFF'S DEPARTMENT (2060)**

Total Hours Per Course Presentation: **24**

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

*COURSE TO BE DEVELOPED*

**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 ~~\$165,114.50~~ **\$165,075.52**.
- 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 ~~\$165,114.50~~ **\$165,075.52**. The Contractor shall submit invoices of each equipment purchase made in accordance with Exhibits E and F.
- D. Upon completion of each session, the Contractor agrees to submit a detailed invoice in duplicate 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 15<sup>th</sup> of the upcoming month to:

[invoicereceived@post.ca.gov](mailto:invoicereceived@post.ca.gov)  
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 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.

**EXHIBIT B, ATTACHMENT I**  
**BUDGET OVERVIEW**

Course Title	Course	Estimated Number of Presentations	Cost Per Presentation	Estimated Course Totals
80-hour Coroner Course	31200	2	\$16,955.00	\$33,910.00
PC 832	80102	2	\$3,907.50	\$7,815.00
<del>32-hr. Coroners Symposium, Adv</del>	<del>34481</del>	<del>4</del>	<del>\$39,008.00</del>	<del>\$39,008.00</del>
Effective Interviewing in a Death Investigation	Pending	2	<del>\$4,965.00</del> <b><u>\$6,394.51</u></b>	<del>\$9,930.00</del> <b><u>\$12,789.02</u></b>
Officer Safety Update	Pending	2	\$3,577.50	\$7,155.00
Wound Identification for 1 <sup>st</sup> Responders	Pending	1	\$7,556.00	\$7,556.00
<b>Course Coordinator</b>				
Course Coordinator				<del>\$53,240.00</del> <b><u>\$9,350.00</u></b>
<b>Equipment</b>				
Internet Connectivity & Maintenance				\$6,500.00
<b><u>Mannequins</u></b>				<b><u>\$20,000.00</u></b>
<b><u>Equipment Upgrades</u></b>				<b><u>\$60,000.00</u></b>
			<b>TOTAL</b>	<b>\$165,075.52</b>

**EXHIBIT B, ATTACHMENT II**  
**80-HOUR CORONER COURSE,**  
**BUDGET DETAIL**

COURSE BUDGET	State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083		Department of Justice	
	Orange County Coroner		Technical	
<b>80 hr. Coroner Basic Course</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
DIRECT COSTS				
A. Services				
(1) Instruction			\$5,880.00	
(2) Coordination			\$0.00	
(3) Clerical			\$1,200.00	
(4) Printing/Reproduction			\$3.00	
TOTAL SERVICES				\$7,083.00
B. Supplies				
(1) Books/Pamphlets/Handouts			\$14.00	
(2) Certificates			\$30.00	
(3) Notebooks			\$300.00	
(4) Paper/Office Supplies			\$30.00	
TOTAL SUPPLIES				\$374.00
C. Equipment				\$500.00
D. Travel				
(1) Coordinator			\$0.00	
(2) Instructors			\$7,320.00	
TOTAL TRAVEL				\$7,320.00
E. Miscellaneous				\$580.00
DIRECT COSTS				\$15,857.00
Management Oversight ( 5% of Total Direct Cost)			\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2,3, and D1 and 2			\$7,320.00	\$1,098.00
GRAND TOTAL				\$16,955.00

### 32-HOUR CORONER SYMPOSIUM BUDGET DETAIL

COURSE BUDGET	State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING		Department of Justice	
Orange County Coroner's Office-	Technical-			
<b>Coroner Sympsiium</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
— DIRECT COSTS				
— A. Services				
— (1) Instruction			\$4,500.00	
— (2) Coordination			\$0.00	
— (3) Clerical			\$480.00	
— (4) Printing/Reproduction			\$60.00	
<b>TOTAL SERVICES</b>				<b>\$5,040.00</b>
— B. Supplies				
— (1) Books/Pamphlets/Handouts			\$1,800.00	
— (2) Certificates			\$0.00	
— (3) Flashdrives			\$450.00	
— (4) Notebooks/Binders			\$300.00	
— (5) Handouts/Reporduction			\$850.00	
— (6) Classroom Supplies			\$400.00	
<b>TOTAL SUPPLIES</b>				<b>\$3,800.00</b>
— C. Equipment				
— (1) Audio/Video				\$15,000.00
— D. Travel				
— (1) Coordinator			\$440.00	
— (2) Instructors			\$12,100.00	
<b>TOTAL TRAVEL</b>				<b>\$12,540.00</b>
— E. Miscellaneous				\$0.00
<b>DIRECT COSTS</b>				<b>\$36,380.00</b>
Management Oversight (5% of Total Direct Cost)			\$0.00	\$0.00
<b>INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2</b>			<b>\$17,520.00</b>	<b>\$2,628.00</b>
<b>GRAND TOTAL</b>				<b>\$39,008.00</b>

**PC 832 COURSE  
BUDGET DETAIL**

<b>COURSE BUDGET</b>	State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING		Department of Justice	
Orange County Coroner's Office	Technical			
<b>PC 832 Course**</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
DIRECT COSTS				
A. Services				
(1) Instruction			\$2,730.00	
(2) Coordination			\$0.00	
(3) Clerical			\$600.00	
(4) Printing/Reproduction			\$315.00	
<b>TOTAL SERVICES</b>				\$3,645.00
B. Supplies				
(1) Books/Pamphlets/Handouts			\$105.00	
(2) Certificates			\$17.50	
(3) Flashdrives			\$140.00	
(4) Paper/Office Supplies				
<b>TOTAL SUPPLIES</b>				\$262.50
C. Equipment				\$0.00
D. Travel				
(1) Coordinator			\$0.00	
(2) Instructors			\$0.00	
<b>TOTAL TRAVEL</b>				\$0.00
E. Miscellaneous				\$0.00
DIRECT COSTS				\$3,907.50
Management Oversight (5% of Total Direct Cost)			\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2			\$3,330.00	\$0.00
<b>GRAND TOTAL</b>				<b>\$3,907.50</b>



**24-HOUR EFFECTIVE INTERVIEWING COURSE  
BUDGET DETAIL**

<b>COURSE BUDGET</b>		State of California _____ Department of Justice <b>COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING</b>	
Orange County Coroner's Office	Technical		
<b>Effective Interviewing in a Death Investigation</b>			
<b>4. BUDGET SUMMARY COSTS</b>		<b>COST</b>	
		<b>SUBTOTAL</b>	<b>TOTAL</b>
— DIRECT COSTS			
— A. Services			
— (1) Instruction		\$1,440.00	
— (2) Coordination		\$0.00	
— (3) Clerical		\$360.00	
— (4) Printing/Reproduction		\$315.00	
	<b>TOTAL SERVICES</b>		\$2,115.00
— B. Supplies			
— (1) Books/Pamphlets/Handouts		\$0.00	
— (2) Certificates		\$30.00	
— (3) Flashdrives		\$300.00	
— (4) Paper/Office Supplies		\$200.00	
	<b>TOTAL SUPPLIES</b>		\$530.00
— C. Equipment			\$500.00
— D. Travel			
— (1) Coordinator		\$0.00	
— (2) Instructors		\$1,000.00	
	<b>TOTAL TRAVEL</b>		\$1,000.00
— E. Miscellaneous			\$400.00
<b>DIRECT COSTS</b>			\$4,545.00
Management Oversight (5% of Total Direct Cost)		\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2		\$2,800.00	\$420.00
	<b>GRAND TOTAL</b>		<b>\$4,965.00</b>

**24-HOUR EFFECTIVE INTERVIEWING COURSE**  
**BUDGET DETAIL**

<b>COURSE BUDGET</b>	State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING		Department of Justice	
Orange County Coroner's Office	Technical			
<b>Effective Interviewing in a Deatah Investigation</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
DIRECT COSTS				
A. Services				
(1) Instruction			\$4,320.00	
(2) Coordination			\$165.00	
(3) Clerical			\$360.00	
(4) Printing/Reproduction			\$54.00	
<b>TOTAL SERVICES</b>				\$4,899.00
B. Supplies				
(1) Books/Pamphlets/Handouts			\$0.00	
(2) Certificates			\$30.00	
(3) Flashdrives			\$300.00	
(4) Paper/Office Supplies			\$213.76	
<b>TOTAL SUPPLIES</b>				\$543.76
C. Equipment				\$100.00
D. Travel				
(1) Coordinator			\$0.00	
(2) Instructors			\$0.00	
<b>TOTAL TRAVEL</b>				\$0.00
E. Miscellaneous				\$125.00
DIRECT COSTS				\$5,667.76
Management Oversight (5% of Total Direct Cost)			\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2			\$4,845.00	\$726.75
<b><u>GRAND TOTAL</u></b>				<b>\$6,394.51</b>

## 8-HOUR CORONER SAFETY UPDATE COURSE BUDGET DETAIL

<b>COURSE BUDGET</b>	State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING		Department of Justice	
Orange County Coroner's Office	Technical			
<b>Officer Safety Update</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
DIRECT COSTS				
A. Services				
(1) Instruction			\$480.00	
(2) Coordination			\$0.00	
(3) Clerical			\$120.00	
(4) Printing/Reproduction			\$60.00	
<b>TOTAL SERVICES</b>				\$660.00
B. Supplies				
(1) Books/Pamphlets/Handouts			\$6.00	
(2) Certificates			\$30.00	
(3) Flashdrives			\$300.00	
(4) Paper/Office Supplies			\$200.00	
<b>TOTAL SUPPLIES</b>				\$536.00
C. Equipment				\$500.00
D. Travel				
(1) Coordinator			\$0.00	
(2) Instructors			\$1,210.00	
<b>TOTAL TRAVEL</b>				\$1,210.00
E. Miscellaneous				\$400.00
<b>DIRECT COSTS</b>				<b>\$3,306.00</b>
Management Oversight (5% of Total Direct Cost)			\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2			\$1,810.00	\$271.50
<b>GRAND TOTAL</b>				<b>\$3,577.50</b>

## 24-HOUR WOUND IDENTIFICATION COURSE BUDGET DETAIL

<b>COURSE BUDGET</b>	State of California <b>COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING</b>		Department of Justice	
Orange County Coroner's Office	Technical			
<b>Wound Identification for 1st Responders</b>				
<b>4. BUDGET SUMMARY COSTS</b>			<b>COST</b>	
			<b>SUBTOTAL</b>	<b>TOTAL</b>
DIRECT COSTS				
A. Services				
(1) Instruction			\$1,680.00	
(2) Coordination			\$0.00	
(3) Clerical			\$360.00	
(4) Printing/Reproduction			\$60.00	
<b>TOTAL SERVICES</b>				<b>\$2,100.00</b>
B. Supplies				
(1) Books/Pamphlets/Handouts			\$100.00	
(2) Certificates			\$30.00	
(3) Flashdrives			\$250.00	
(4) Paper/Office Supplies			\$200.00	
(5) Crayola Air Dry Clay 2.5 lbs			\$40.00	
(6) Plastic toy tools ( Niuniu Daddy 34 piece children erepair tool toy set)			\$96.00	
(7) Bite Wax Plate			\$15.00	
<b>TOTAL SUPPLIES</b>				<b>\$731.00</b>
C. Equipment				\$500.00
D. Travel				
(1) Coordinator			\$0.00	
(2) Instructors			\$3,060.00	
<b>TOTAL TRAVEL</b>				<b>\$3,060.00</b>
E. Miscellaneous				\$400.00
<b>DIRECT COSTS</b>				<b>\$6,791.00</b>
Management Oversight (5% of Total Direct Cost)			\$0.00	\$0.00
INDIRECT COSTS 15% of A 1,2 3, and D 1 and 2			\$5,100.00	\$765.00
<b>GRAND TOTAL</b>				<b>\$7,556.00</b>

### CORONER COURSE COORDINATOR BUDGET DETAIL

Course Title	Course Hrs.	Coordination Hrs.	Course Prep. Hrs.	Post course Hrs.	Total Course Hrs.	# of course	Total Hrs.
Coroner 80 hour Basic	80	80	40 <u>35</u>	20 <u>15</u>	140 <u>50</u>	2	280 <u>100</u>
Coroner Symposium	32	32	60	20	112	1	112
Interviewing Course	24	24	20	20 <u>15</u>	64 <u>35</u>	2	128 <u>70</u>
Officer Safety Course	8	8	20	20	48	2	96
Wound ID Course	24	24	20	20	64	1	64
832 Firearms/Laws of Arrest	64	64	40	40	144	2	288
				<b>Totals</b>		<b>104</b>	<b>968 <u>170</u></b>
		<b>Hourly Rate</b>		<b>Total Hours</b>		<b>Total Coordination Cost</b>	
<b>Coordination</b>		\$55.00	X	968 <u>170</u>	=	\$53,270.00	<b><u>\$9,350.00</u></b>

**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**: This Agreement may be terminated by either party, at any time, with or without cause, by delivering thirty days written notice to the other party. In addition, POST reserves the right to require the Contractor to terminate any employee, representative or approved subcontractor providing services on behalf of the Contractor 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 employee, representative or approved subcontractor has engaged in conduct deemed to be illegal, immoral, fraudulent, inappropriate or unprofessional as determined by POST. The Contractor shall provide timely evidence to POST of its compliance with the foregoing employee, representative or approved subcontractor terminations. Failure to comply may result in the de-certification of the Contractor's presentation.
4. **CONTRACTOR EVALUATION (if applicable)**: In accordance with provisions of the Pubic 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).

