

From: **Lauren Pettit** <[lpettit@pvestates.org](mailto:lpettit@pvestates.org)>  
Date: Tue, Jun 19, 2018 at 4:45 PM  
Subject: RE: Records Request for Sheriff's bid  
To: xxxx

Good afternoon xxx,

Attached please find the records received by the Sheriff's department, in response to your request below. These are the only responsive records to this request. This completes this request.

Sincerely,

*Lauren Pettit*

City Clerk/Executive Assistant

City of Palos Verdes Estates

340 Palos Verdes Drive West

Palos Verdes Estates, CA 90274

P: (310) 378-0383 ext. 803

F: (310) 378-7820

[www.pvestates.org](http://www.pvestates.org)

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**From:** xxx  
**Sent:** Thursday, June 14, 2018 9:26 AM  
**To:** Lauren Pettit <[lpettit@pvestates.org](mailto:lpettit@pvestates.org)>  
**Subject:** Records Request for Sheriff's bid

Hi Lauren,

I heard from others the City received 2 initial bids (phase I) from the Sheriffs.

And further, that the records were already obtained through a records request, so this should be easy.

This records request is for any and all estimated costs and/or bids for services for PVE from the Sheriffs during the last 5 years.

Thank you,

xxxx

## Palos Verdes Estates Staffing Study

### Proposed Sheriff Staffing Option A – Current PVE Deployment Schedule

Summary:

- Overall cost of \$3,356,700 with liability and 12% increase in patrol service hours over current PVE deployment.
- Provides equivalent PVE deployment of two deputies per shift (8 hour shifts).
- Supervision handled by Lomita Sheriff Station as part of the overheads. One field sergeant will be in the field each shift and one Lieutenant/Sergeant serving as Watch Commander.
- CSA to provide parking control as requested.
- Additional 40 hour (relief) deputy for traffic control Monday-Friday.
- PVE Police Headquarters will remain open as a Community Center from 0700-2100 hours.

<u>Shift</u>	<u>Unit Type</u>	<u>Number of Units</u>	<u>Personnel Required</u>
<b>EM</b> (2200-0600 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
<b>AM</b> (0600-1400 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
	40 Hour Traffic Service Unit	1	1.16
	Community Service Assistant (Parking)	1	1
<b>PM</b> (1400-2200 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
<b>Supplemental Units</b> (May work any Shift)	Motor Deputy	1	1
	Law Enforcement Technician (civilian staff)	2	2
	<b>Complete Patrol Coverage</b>	<b>11</b>	<b>15</b>

<u>Overhead Staffing</u>	<u>Personnel Required</u>
Field Sergeant	2
Dedicated Investigator Deputy, Bonus-1	2
Law Enforcement Technician (civilian staff)	2
Sheriff Station Clerk II (civilian staff)	1
<b>Station Overhead Staffing Total</b>	<b>7</b>

Service Unit	Annual Cost	Total Units Purchased	Total Estimated Unit Cost	Liability @ 9.5%	Total Cost with Liability	Total Annual Hours	Personnel Required
56-Hour Deputy	\$382,446	6	\$2,294,676	\$217,994.22	\$2,512,670	17,520	10
40 Hour Deputy	\$273,175	1	\$273,175	\$25,952	\$299,127	2,086	1
Motor Deputy	\$262,067	1	\$262,067	\$24,896	\$286,963	1,789	1
Law Enforcement Technician	\$87,900	2	\$175,800	\$16,701	\$192,501	3,578	2
Community Service Assistant	\$59,762	1	\$59,762	\$5,677	\$65,439	1,789	1
<b>Totals</b>		<b>11</b>	<b>\$3,065,480</b>	<b>\$291,220</b>	<b>\$3,356,700</b>	<b>26,762</b>	<b>15</b>

<u>Patrol Deployment Total</u>	<u>Number of Units</u>	<u>Personnel Required</u>
Complete Patrol Coverage	11	15
Station Overhead Staffing	7	7
<b>Total Contract Deployment</b>	<b>18</b>	<b>22</b>

## Proposed Sheriff Staffing Option B – Enhanced Service Levels

### Summary:

- Overall cost of \$4,313,909 with liability and 50% increase in patrol service hours over current PVE deployment.
- Provides three deputies per shift (8 hour shifts) – one extra patrol per shift above PVE deployment.
- Service Area Lieutenant assigned to PVE Police Headquarters.
- Supervision handled by Lomita Sheriff Station as part of the overheads. One field sergeant will be in the field each shift and one Lieutenant/Sergeant serving as Watch Commander.
- Two CSAs to provide parking control as requested – one extra above PVE deployment.
- PVE Police Headquarters will remain open as a Community Center from 0700-2100 hours.
- Lomita Station will shift peninsula deployment to PVE acting as a force multiplier for the city.

<u>Shift</u>	<u>Unit Type</u>	<u>Number of Units</u>	<u>Personnel Required</u>
<b>EM</b> (2200-0600 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
<b>AM</b> (0600-1400 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
	Community Service Assistant (Parking)	1	1
<b>PM</b> (1400-2200 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
<b>Supplemental Units</b> (May work any Shift)	Motor Deputy	1	1
	Law Enforcement Technician (civilian staff)	2	2
	<b>Complete Patrol Coverage</b>	<b>13</b>	<b>19</b>

<u>Overhead Staffing</u>	<u>Personnel Required</u>
Service Area Lieutenant	1
Field Sergeant	2
Dedicated Investigator Deputy, Bonus-1	2
Law Enforcement Technician (civilian staff)	2
Sheriff Station Clerk II (civilian staff)	1
Community Service Assistant (Parking)	1
<b>Station Overhead Staffing Total</b>	<b>9</b>

Service Unit	Annual Cost	Total Units Purchased	Total Estimated Unit Cost	Liability @ 9.5%	Total Cost with Liability	Total Annual Hours	Personnel Required
56-Hour Deputy	\$382,446	9	\$ 3,442,014	\$ 326,991	\$ 3,769,005	26,280	15
Motor Deputy	\$262,067	1	\$262,067	\$24,896	\$286,963	1,789	1
Law Enforcement Technician	\$87,900	2	\$175,800	\$16,701	\$192,501	3,578	2
Community Service Assistant	\$59,762	1	\$59,762	\$5,677	\$65,439	1,789	1
<b>Totals</b>		<b>13</b>	<b>\$3,939,643</b>	<b>\$374,265</b>	<b>\$4,313,909</b>	<b>33,436</b>	<b>19</b>

<u>Patrol Deployment Total</u>	<u>Number of Units</u>	<u>Personnel Required</u>
Complete Patrol Coverage	13	19
Station Overhead Staffing	9	9
<b>Total Contract Deployment</b>	<b>22</b>	<b>28</b>



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF



September 13, 2017

SEP 19 2017

Anton Dahlerbruch, City Manager  
City of Palos Verdes Estates  
340 Palos Verdes Drive West  
Palos Verdes Estates, CA 90274

Dear Mr. Dahlerbruch:

My staff from the Los Angeles County Sheriff's Department (LASD) Contract Law Enforcement Bureau have been working with Mr. Todd Mattern of Lewis-McCrary Partners, Inc. regarding the evaluation of our previously submitted staffing proposal. It is our understanding that this proposal was for initial cost consideration purposes and not a formal submission of a Phase I staffing study. The purpose of this letter is to provide information on our staffing study process along with providing you updated information, which we provided to your consultant.

LASD is a world leader in contracted law enforcement services. Our agency provided the first ever contracted government service in 1954 with the City of Lakewood. We now proudly provide services to 42 contract cities out of the 88 cities in Los Angeles County. LASD provides personalized law enforcement services utilizing a unique and cost effective consolidated policing model, focused on providing superior field patrol services while minimizing administrative overhead costs.

LASD conducts Phase I staffing studies when requested by city councils or managers. These studies, which are no cost to the city, provides a formal cursory review of the police department and provides feedback and options for deployment, along with estimated costs and a detailed explanation on the merger process. At the completion of this study our agency is available to present this information to your council and staff. Should the city wish to proceed with a merger, the next step would be a Phase II staffing study. A Phase II staffing study consists of a complete top to bottom evaluation of the

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September 13, 2017

merger process, conducting formal job offers to staff, formalizing deployment needs, and determining a final cost to the merger process along with a formal contract. Discussions include pension liability, vacation/leave time for employees, seniority, vehicles, equipment, and infrastructure. Due to the detailed and complete nature of a Phase II process, there is a cost associated with this part of the study. This cost is offset during the actual merger based upon discussions for equipment transfers, etc. Should your city wish to consider a Phase II, we would be available to discuss costing estimates. The final element of a merger is the Phase III, which involves actual implementation of the merger plan.

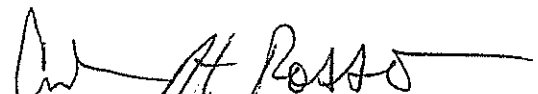
Additionally, we are pleased to provide the attached updated Fiscal Year 2017/18 rates and informal staffing study. Note the deployment remains the same as previously presented in 2016; however, we updated the rates for your review. Note this is not a formal Phase I staffing study and I would be available to work with your staff on developing a formal study.

Please note your consultant requested some "ala-cart" costing for items above and beyond our recommendations on the informal staffing study. Although we complied with the request from your consultant and provided costs, the Department did not suggest or provide any alternative to option A or B attached. Should your staff wish to discuss alternatives to deployment in our informal study, we would be happy to work directly with your staff.

If you have any questions or would like to discuss a formal staffing study, please feel free to contact Lieutenant Shawn Kehoe of my staff, or me at (213) 229-1647.

Sincerely,

JIM McDONNELL, SHERIFF

  
Andrew H. Rosso, Captain  
Contract Law Enforcement Bureau

Enclosure



Mr. Dahlerbruch

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September 13, 2017

c: James D. Vandever, Mayor, City of Palos Verdes Estates

## Palos Verdes Estates Staffing Study

### Proposed Sheriff Staffing Option A – Current PVE Deployment Schedule

Summary:

- Overall cost of \$3,500,093 with liability and **12% increase** in patrol service hours over current PVE deployment.
- Provides equivalent PVE deployment of two deputies per shift (8 hour shifts).
- Supervision handled by Lomita Sheriff Station as part of the overheads. One field sergeant will be in the field each shift and one Lieutenant/Sergeant serving as Watch Commander.
- CSA to provide parking control as requested.
- Additional 40 hour (relief) deputy for traffic control Monday-Friday.
- PVE Police Headquarters will remain open as a Community Center from 0700-2100 hours.

<u>Shift</u>	<u>Unit Type</u>	<u>Number of Units</u>	<u>Personnel Required</u>
<b>EM</b> (2200-0600 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
<b>AM</b> (0600-1400 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
	40 Hour Traffic Service Unit	1	1.16
	Community Service Assistant (Parking)	1	1
<b>PM</b> (1400-2200 hours)	56 Hour Criminal Service Unit	1	1.63
	56 Hour Traffic Service Unit	1	1.63
<b>Supplemental Units</b> (May work any Shift)	Motor Deputy	1	1
	Law Enforcement Technician (civilian staff)	2	2
	<b>Complete Patrol Coverage</b>	<b>11</b>	<b>15</b>

<u>Overhead Staffing</u>	<u>Personnel Required</u>
Field Sergeant	2
Dedicated Investigator Deputy, Bonus-1	2
Law Enforcement Technician (civilian staff)	2
Sheriff Station Clerk II (civilian staff)	1
<b>Station Overhead Staffing Total</b>	<b>7</b>

<u>Service Unit</u>	<u>Annual Cost</u>	<u>Total Units Purchased</u>	<u>Total Estimated Unit Cost</u>	<u>Liability @ 10.0%</u>	<u>Total Cost with Liability</u>	<u>Total Annual Hours</u>	<u>Personnel Required</u>
56-Hour Deputy	\$396,911	6	\$2,381,466	\$238,146	\$2,619,612	17,520	10
40 Hour Deputy	\$283,508	1	\$283,508	\$28,350	\$311,858	2,086	1
Motor Deputy	\$271,376	1	\$271,376	\$27,137	\$298,513	1,789	1
Law Enforcement Technician	\$91,633	2	\$183,266	\$18,326	\$201,592	3,578	2
Community Service Assistant	\$62,287	1	\$62,287	\$6,288	\$68,515	1,789	1
<b>Totals</b>		<b>11</b>	<b>\$3,181,903</b>	<b>\$318,190</b>	<b>\$3,500,093</b>	<b>26,762</b>	<b>15</b>

<u>Patrol Deployment Total</u>	<u>Number of Units</u>	<u>Personnel Required</u>
Complete Patrol Coverage	11	15
Station Overhead Staffing	7	7
<b>Total Contract Deployment</b>	<b>18</b>	<b>22</b>

## Proposed Sheriff Staffing Option B – Enhanced Service Levels

### Summary:

- Overall cost of \$4,498,040 with liability and 50% increase in patrol service hours over current PVE deployment.
- Provides three deputies per shift (8 hour shifts) – one extra patrol per shift above PVE deployment.
- Service Area Lieutenant assigned to PVE Police Headquarters.
- Supervision handled by Lomita Sheriff Station as part of the overheads. One field sergeant will be in the field each shift and one Lieutenant/Sergeant serving as Watch Commander.
- Two CSAs to provide parking control as requested – one extra above PVE deployment.
- PVE Police Headquarters will remain open as a Community Center from 0700-2100 hours.
- Lomita Station will shift peninsula deployment to PVE acting as a force multiplier for the city.

<u>Shift</u>	<u>Unit Type</u>	<u>Number of Units</u>	<u>Personnel Required</u>
<b>EM</b> (2200-0600 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
<b>AM</b> (0600-1400 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
	Community Service Assistant (Parking)	1	1
<b>PM</b> (1400-2200 hours)	56 Hour Criminal Service Unit	2	3.26
	56 Hour Traffic Service Unit	1	1.63
<b>Supplemental Units</b> (May work any Shift)	Motor Deputy	1	1
	Law Enforcement Technician (civilian staff)	2	2
	<b>Complete Patrol Coverage</b>	<b>13</b>	<b>19</b>

<u>Overhead Staffing</u>	<u>Personnel Required</u>
Service Area Lieutenant	1
Field Sergeant	2
Dedicated Investigator Deputy, Bonus-1	2
Law Enforcement Technician (civilian staff)	2
Sheriff Station Clerk II (civilian staff)	1
Community Service Assistant (Parking)	1
<b>Station Overhead Staffing Total</b>	<b>9</b>

<u>Service Unit</u>	<u>Annual Cost</u>	<u>Total Units Purchased</u>	<u>Total Estimated Unit Cost</u>	<u>Liability @ 10.0%</u>	<u>Total Cost with Liability</u>	<u>Total Annual Hours</u>	<u>Personnel Required</u>
56-Hour Deputy	\$396,911	9	\$3,572,199	\$357,219	\$3,929,418	26,280	15
Motor Deputy	\$271,376	1	\$271,376	\$27,137	\$298,513	1,789	1
Law Enforcement Technician	\$91,633	2	\$183,266	\$18,326	\$201,592	3,578	2
Community Service Assistant	\$62,287	1	\$62,287	\$6,228	\$68,515	1,789	1
<b>Totals</b>		<b>13</b>	<b>\$4,089,128</b>	<b>\$408,912</b>	<b>\$4,498,040</b>	<b>33,436</b>	<b>19</b>

<u>Patrol Deployment Total</u>	<u>Number of Units</u>	<u>Personnel Required</u>
Complete Patrol Coverage	13	19
Station Overhead Staffing	9	9
<b>Total Contract Deployment</b>	<b>22</b>	<b>28</b>



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF



September 13, 2017

Anton Dahlerbruch, City Manager  
City of Palos Verdes Estates  
340 Palos Verdes Drive West  
Palos Verdes Estates, California 90274

Dear Mr. Dahlerbruch,

REVISED PRISONER MAINTENANCE RATES  
FOR FISCAL YEAR 2017-18

Enclosed is a copy of the revised Los Angeles County Sheriff's Department (Department) Daily Prisoner Maintenance Rates Sheet for housing municipal code violators pursuant to California Government Code (GC) Section 36903. These rates were modified to adjust a component which applies to these rates. The rates are established by the Los Angeles County Auditor-Controller's Office, and are effective as of July 1, 2017. These rates will be reflected on all invoices generated for services provided during Fiscal Year 2017-18. The rates vary by jail facility, and there is a one-time booking fee of \$298.54 assessed for each city municipal code violator booked into the Inmate Reception Center or Century Regional Detention Facility.

Please note that per GC 36903, cities are responsible for the cost of maintaining prisoners held in the Department's custody solely for city municipal code violations or a warrant stemming from a city municipal code violation. The maintenance of a prisoner may require additional expense for hospitalization, at the current jail ward rate of \$4,711.90 per day. Please ensure that you have budgeted appropriately for these costs.

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Mr. Dahlerbruch

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September 13, 2017

Should you have any questions or require additional information, please contact Managers Cynthia D. Evans, at (213) 229-3220 or Patricia Reyes, at (213) 229-3241.

Sincerely,

JIM McDONNELL, SHERIFF

A handwritten signature in black ink that reads "Rick Cavataio". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Rick Cavataio, Director  
Financial Programs Bureau



JOHN NAIMO  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-3873  
PHONE: (213) 974-8301 FAX: (213) 626-5427

ADDRESS ALL CORRESPONDENCE TO:  
ACCOUNTING DIVISION  
500 W. TEMPLE ST., ROOM 603  
LOS ANGELES, CA 90012-3682

August 31, 2017

TO: Andrew H. Rosso, Captain  
Contract Law Enforcement Bureau  
Sheriff's Department

FROM: Connie Yee   
Assistant Auditor-Controller

**SUBJECT: REVISED PRISONER MAINTENANCE RATES – FISCAL YEAR 2017-18**

As requested, we revised the Fiscal Year 2017-18 Prisoner Maintenance Rates for maintaining prisoners in the County's custody. The rates were revised to exclude all medical costs and to update the overhead rates and the operational cost adjustment factors.

The attached rates include salaries, employee benefits, services and supplies, and applicable department, division, and Countywide indirect expenses. The Group IV rates do not include a factor for contract cities liability insurance.

If you have any questions, please contact Rick Vandenberg at (213) 893-0972.

CY:RV

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Attachments



**Sheriff's Department  
Prisoner Maintenance Rates  
Group IV Billing Rates  
Fiscal Year 2017-18**

	Men's Central Jail	Twin Towers	CRDF	NCCF
Salaries	\$ 71.59	\$ 79.96	\$ 83.91	\$ 48.44
Employee Benefits	38.47	42.97	45.09	26.03
Department Overhead	10.18	11.37	11.93	6.88
Custody Division Overhead	33.26	37.14	38.98	22.50
Services & Supplies	8.07	11.16	8.65	10.68
Transportation Cost	11.02	11.02	11.02	11.02
Reimbursements	(1.14)	(1.27)	(1.34)	(0.77)
Total	<u>\$ 171.45</u>	<u>\$ 192.34</u>	<u>\$ 198.24</u>	<u>\$ 124.78</u>

	Pitchess East	Pitchess South	Pitchess North	Blended Facilities
Salaries	\$ 23.95	\$ 72.67	\$ 72.05	\$ 68.03
Employee Benefits	12.87	39.05	38.72	36.56
Department Overhead	3.40	10.33	10.24	9.67
Custody Division Overhead	11.13	33.76	33.47	31.60
Services & Supplies	9.04	13.96	8.07	9.90
Transportation Cost	11.02	11.02	11.02	11.02
Reimbursements	(0.38)	(1.16)	(1.15)	(1.08)
Total	<u>\$ 71.03</u>	<u>\$ 179.63</u>	<u>\$ 172.42</u>	<u>\$ 165.70</u>

	Jail Ward	Booking
Salaries	\$ 2,214.04	\$ 138.33
Employee Benefits	1,189.88	74.34
Department Overhead	314.71	19.66
Custody Division Overhead	1,028.51	64.26
Services & Supplies	-	4.14
Transportation Cost	-	-
Reimbursements	(35.25)	(2.20)
Total	<u>\$ 4,711.90</u>	<u>\$ 298.54</u>