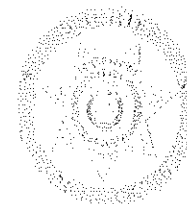


Office of the Sheriff Lumpkin County Uniform Patrol Division



Department: 33230 Uniform Patrol
33500 Special Service and 33230 Uniform Patrol Combined
Justification for Increase

100-005-33230-00052-522201 Repair/Maint-Equipment	6,000.00
BODY CAMERA WARRANTY IS OUT	3,000.00
VEHICLE RADAR RE-CERT	1,050.00
LPR SYSTEM	1,575.00
100-005-33230-00052-522202 Repair/Maint-Commun. Equip.	2,500.00
57 RADIO TO REPAIR OR REPLACE	
100-005-33230-00052-522203 Repair/Maint-Vehicles	60,000.00
29 VEHICLES TO SERVICE / MOST VEHICLE ARE OUT OF WARRANTY	
100-005-33230-00052-523500 Travel	4,000.00
TRAINING AND CONFERENCE FOR 28 OFFICERS	
100-005-33230-00052-523700 Meetings/Training	4,000.00
TRAINING AND CONFERENCE FOR 28 OFFICERS	
100-005-33230-00053-531100 Supplies/Materials	11,000.00
AED PADS – BATTERIES	
TASER CARTRIDGES	
TASER CARTRIDGES	
TASER BATTERIES	
FLASHLIGHT BATTERIES	
SAFETY EQUIPMENT SUIT- GLOVES- MASK	
FORMS AND OFFICE SUPPLIES	
100-005-33230-00053-531270 Gas/Oil Vehicles	80,000.00
29 VEHICLES IN THE DIVISION	
100-005-33230-00053-531600 Minor Equipment	10,000.00
OFFICE FURNITURE / VEHICLE SUPPLIES / CAMERAS / RECORDERS	
100-005-33230-00053-531700 Uniforms	20,000.00
28 OFFICERS	
100-005-33230-00053-531706 Bike Patrol	1,000.00
NEW PATROL BIKE	
100-005-33230-00057-571012 Legal – Bac	2,000.00
DUI TEST FOR GSP AND LUMPKIN COUNTY	
100-005-33500-00053-531707 K-9 Expense	4,000.00
EXPENSES FOR 2 K-9	

Budget Year 2017

Dept and line item no#

Request for Fiscal Year Budget in 2017

33260/522201	Repair and Maint Equipment Body camera out of warranty / or replacement	\$3,500.00
33260/522202	Repair /Maint Communication Equip Replacement of batteries for radios (hot mike)	\$1,125.00
33260/523700	Meeting and Training additional training for supervisor and fto personnel	\$2,500.00
33260 /531600	Minor Equipment Taser cartridges for recertification and new recruits	\$7,500.00
33260/531700	Uniforms transitioning from (b) to class (a) after probation period and replacement	\$14,200.00



Bid Proposal

4664 LAWRENCEVILLE HWY, LILBURN, GA. 30047

Phone: 770-564-3730

Fax: 770-564-2708

Date: 03/30/17

Project Name: Lumpkin Co. Sheriff

Proposed To: Aaron T. Welch

Location: Dahlonega, Ga.

Attention:

Phone:

Fax:

Architect:

Plan Date:

Description of Scope of Work: GLASS AND GLAZING

Binswanger Glass proposes to furnish and install the following:

*Install glass around reception desk. Glass to be set in Bronze aluminum track to match existing as close as possible.

1" Plexiglass = \$4295.00

3/4 Level 1 Bullet resistant = \$7895.00

Pricing for 1" lexan would fall in between these two prices.

Thank you for the opportunity to quote this for you and I look forward to working with you on this project!

Exclusions / Clarifications:

Please call if you have any questions.

1. No permits, fees, testing procedures, or special inspection costs are included.
2. No payment or performance bonds are included. No liquidated damages are included.
3. No shop drawings, engineering calculations or engineer's stamp are included.
4. No demolition, cutting, patching or erection of any concrete, masonry, steel, or wood is included. Backing is to be provided by others.
5. Breakage or Damage to Materials is not covered unless caused by BINSWANGER Glass. Protection of our installed work is excluded.
6. Cleaning or protection of glass, aluminum or adjacent materials is excluded.
7. Bid Proposal is based upon NON-UNION Labor and based upon normal working hours.
8. Terms of this proposal are included as noted below (page 2 of this proposal).
9. Bid proposal is based upon NORMAL Working Hours - Monday thru Friday 8am to 5 pm.
10. There are NO mirrors Included in this bid proposal.

Accepted By: _____

Date: _____

**Proposed By: Geoffrey Ashe
BINSWANGER GLASS**

This Bid Proposal is subject to change if not accepted within 45 days.

Estimator

SPECIFICATION SHEETS



PRODUCT NAME:	UL Level 1 - Secur-Tem + Poly*
PRODUCT CODE:	SP175
PERFORMANCE TESTING:	Ballistic: UL 752 – Level 1 – UL Listed – File BP844 9mm Full Metal Copper Jacket with Lead Core No Spall, No Penetration
CONSTRUCTION:	Product construction is proprietary. This product is glass-clad polycarbonate and contains an exposed polycarbonate surface with an abrasion resistant coating on the witness (safe) side.
THICKNESS:	.681" Nominal
THICKNESS TOLERANCE:	.634" / .728"
WEIGHT:	7.84 Lbs. / Square Foot
SIZE:	60" x 60" Maximum 12" x 12" Minimum
OPTIONS:	Tinted glass, translucent interlayers, transparent mirror, Low Iron glass
TECHNICAL DATA:	U-Value .86 Solar Heat Gain Co-efficient .69 Light Transmission .81
APPLICABLE STANDARDS:	ANSI Z97.1 CPSC 16 CFR 1201 (Category I and II) ASTM C 1036 ASTM C 1349
SINGLE RESPONSIBILITY:	Global Security Glazing products are covered by our Single Responsibility* Program that ensures one firm has handled and is accountable for all phases of manufacturing.
INSTALLATION:	Glass must be installed in a UL Level 1 Bullet Resistant frame system. Holes must be covered with a UL listed device. All glass should be installed in accordance with the guidelines set forth in the current edition of the Glass Association of North America (GANA) Glazing and Sealant Manuals. Glazing systems should incorporate a weep system to allow moisture and water to escape the glazing channel. Recommended Clearance: Face: 1/8" per side Edge: 3/8" Bite: 1"

EXCLUSIONS:

1. Wood blocking
2. Demolition (unless stated otherwise)
3. Glass for mill work
4. Final cleaning or protection
5. Liquidated damages and/or other penalties

CLARIFICATIONS AND QUALIFICATIONS:

1. Our proposal is based upon generally accepted glazing standards and/or applicable building codes. Some variation in architectural intent may occur to meet such criteria.
2. This proposal and offer are contingent upon the signing of a mutually agreed upon contractual instrument.
3. All applicable material warranties will be passed through from the manufacturer without modification by Binswanger Glass.
4. Workmanship warranty will be executed on a standard Binswanger form only. Unless stated otherwise, our standard one (1) year warranty is included as a part of this proposal.
5. Building structure, or any component which our system (s) attach to, must be capable of caring all loads imposed by our system (s).
6. All schedules must be mutually agreed upon by Binswanger Glass and the customer.
7. All factory and field labor will be performed during normal business hours.
8. It is assumed that electricity will be provided at no additional charge to Binswanger Glass.
9. All sealants to be standard in color.
10. We do not include a cost provision within our proposal for glass broken or damaged by other trades. Any glass breakage caused by Binswanger Glass will be replaced at no additional charge.

LC SO E911 BUDGET REQUEST 2018 NARRATIVE

Below is my narrative for my attached Annual Budget Estimate.

The Revenue Section I've left blank. I am sure Finance has a better idea about this than I do.

For Expenditures

Salaries and Wages: I'm requesting additional funds over the 2017 budget to include 2 requested positions at \$34,000 apiece and \$2000 to cover the requested shift differential pay for the 2 midshift communications officers.

Overtime: I'm requesting an additional \$25,000 over the 2017 budget to cover our overtime at the rate we are currently accumulating it. Right now we are spending about \$1500 a week in overtime. This would be reduced if we were to get the new positions.

Taxes and Benefits: Again I'm sure that finance has a better grip on these costs.

Pre-employment Testing: No increase.

Contract Maintenance: I'm requesting \$50,000 based on our expenditure of \$52,142 last year.

Garbage Collection: No increase.

Repair/Maint- Commun Equip: No increase.

Repair/Maint Vehicles: Request an increase to \$1500 based on spending close to \$2000 last year.

Equipment Lease: No increase.

Vehicle Insurance: It appears that the insurance was \$836 in 2016 so I'm requesting \$800 for 2018.

Telephone: No increase.

Travel: No increase requested.

Meetings and Training: I'm requesting \$2000. We spent almost \$2600 in 2016. With the training requirements for EMD, Zuercher, and Communications Officer Certification what they are, \$900 is not enough.

Supplies and Materials: We spent \$2228 in 2016. I am requesting an increase to \$2000 over the current years \$1500.

Building Repair/Maint: No increase requested.

Additional Copies: No increase.

Water Service: No increase.

Sewer Service: No increase.

Electricity Service: No increase.

Gas/Oil Vehicles: No increase.

Diesel Fuel: No increase.

Minor Equipment: Requesting an increase from \$500 to \$2000. We spent \$6846 in 2016. Headsets, keyboards, and chairs are high wear items and very expensive to replace.

Uniforms: Requesting an increase from \$250 to \$500. With 11 employees in this division, that is about a shirt a piece a year.

Communications Equipment: It shows we spent \$35000 in 2016 and there is no money in the budget for this year. It appears this is capital equipment and will be funded as needed?

Payments to Others: No increase.

ADDITIONAL COMMUNICATIONS OFFICERS

JUSTIFICATION

Currently we are staffing the E-911 Communications Center with a minimum of 2 Communications Officers. Thanks to the recent salary increases, we are finally at full staff and are in the process of training the most recent hires. This will enable us to have 3 on duty during what we feel is our peak periods.

Now that I have had the time to get up to speed and begin to learn the nuts and bolts of our system, it has become apparent that although we can operate with 2 on duty, the level of service that we can provide with only 2 on duty is not where we should be. Our first priority is to get the information needed to get emergency units on the scene. Normally as one person is taking the call, the other is starting the units. As you would expect, when it rains it pours in the 911 Center. At motor vehicle accidents, numerous calls are taken about the same accident. WE WANT PEOPLE TO CALL! But it takes time to answer the calls and you have to be sure they are all talking about the same accident. As you can tell, if one person is on the radio getting EMS, Sheriff's office, GSP, DOT, the wrecker service, sometimes the power company, and on and on, the other one is taking the phone calls as fast as they can. The first process to suffer is our EMD program. This is the program that has a Communications Officer provide Emergency Medical Information to a person on scene such as how to do CPR, deliver a baby, or provide first aid to a sick or injured person.

We have made a good start with very good equipment, a very robust CAD system, computers in the patrol cars, etc. Pushing this information to our first responders makes them safer, more efficient, and better able to respond. The next step, I believe, is to add 2 communications officers to bring us up to 3 on every shift with the option to operate with only 2 if someone is on leave or in training. This should also reduce our over time cost. Currently when someone is out we have no choice but to bring someone in on overtime. This is both expensive and rough on our staff. Thank you for your consideration.

2018 BUDGET STAFFING REQUEST
 (Must be submitted to Finance no later than 4/5/17)

NEW/ADDITIONAL RECLASSIFICATION SALARY ADJUSTMENT
 DEPT: 30/E 911 COST CNT#: 38000 E 911
 CLASSIFICATION TITLE: Communications Officers
 CODE: _____ CURRENT GRADE: 107 GRANT: _____

NEW/ADDITIONAL # POSITIONS REQUESTED: 2

Please provide a brief description of tasks and responsibilities:
These 2 additional positions would allow us to staff the 911 Center w/ 3 Con officers the majority of the time. (unless leave or training situation)

Work space available? Yes No If yes, where? _____
 Vehicle needed for new position? Yes No Vehicle budgeted for? Yes No

Quantify the need: All requests for new position(s) must be justified quantitatively with supporting documentation attached. Quantitative examples should include but not inclusive of: tracked and documented increase in services; # of current staff performing same functions and quantity processed/staff; documented over-time that will be eliminated by adding new position, etc. All quantified information is to be attached to this request in the form of a summary sheet of the quantified numbers followed by the supporting documentation. Any submission without this documentation will not be considered and will be returned to the department head. The BOC will be advised of all positions denied due to incomplete submissions.

RECLASSIFICATION/SALARY ADJUSTMENT Estimated New Position/Grade _____

List name of employee: _____
 (LAST), (FIRST)

 (LAST), (FIRST)

 (LAST), (FIRST)

Dept. Head Signature: _____ Date: _____
 HR Director: _____ Date: _____
 County Manager: _____ Date: _____

INTERNAL USE ONLY:			
_____	Date Received by HR	Quantified documentation attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	DMG Analysis (estimated grade _____)	(final grade _____)	Final title: _____
<input type="checkbox"/>	Denied _____		
<input type="checkbox"/>	BOC Approved	<input type="checkbox"/>	BOC Denied

