

MARIPOSA COUNTY

AGENDA

DATE: December ¹⁵ 2, 1998

BOARD OF SUPERVISORS

ACTION FORM

AGENDA ITEM NO.: SA

DEPARTMENT: SHERIFF

BY: Undersheriff Richards

PHONE: 966-3615

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X)

Authorize the Sheriff to purchase a Computer Based Multimedia Training System from the recommended Peace Officers Standards and Training (POST) vendor. The vendor is CompuCom Systems, Inc., California State Computer Store, Rancho Cordova, CA

POST will reimburse the county for the cost of the system.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved similar expenditures in the past.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not allow Sheriff to purchase the training computer to take advantage of in-house training provided by POST.

COSTS: () Not Applicable

A. Budgeted current FY	\$ 0
B. Total anticipated costs	\$ 2575.00 <u>\$ 2600</u>
C. Required additional funding	\$ _____
D. Internal transfers	\$ _____

SOURCE: (x) 4/5ths Vote Required

A. Unanticipated revenues	\$ <u>2600</u>
B. Reserve for contingencies	\$ _____
C. Source description: POST	_____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

POST Bulletin: 98-23 _____

CLERK'S USE ONLY:

Res. No.: 98-454 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____ Abstained: _____
 Approved () Denied
 Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.
 Date: _____
 ATTEST: MARGIE WILLIAMS, Clerk of the Board
 County of Mariposa, State of California
 By: _____
 Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further Action

Comment: _____

A.O. Initials: jr

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

November 24, 1998

BULLETIN: 98-23

SUBJECT: REIMBURSEMENT FOR COMPUTER-BASED MULTIMEDIA TRAINING
SYSTEMS

The Commission has authorized funds for agencies to purchase and be reimbursed for new multimedia training systems, which will have the following features:

- Powerful Pentium II processor, with high-speed CD-ROM drive to optimally play high-quality digital video
- High-speed modem that will provide options for electronic transfer of training data and possible use of the Internet for training – areas POST will be exploring in the future
- Training management software for enrolling students, monitoring students' progress, and creating reports
- Laser printer for printing reports and resources included with multimedia courses
- One-year, on-site warranty

Future multimedia courseware produced by POST will be delivered on CD-ROM. The new systems will also be able to run CD-ROM training courses, other than those produced by POST, that may have potential for use by California law enforcement.

Agencies will continue to use their existing interactive videodisc (IVD) systems for the present courseware until it is converted to CD-ROM. As in the past, all POST multimedia courseware will be provided to participating agencies free of charge.

Extensive research and evaluation has been conducted to determine the specifications for these systems and provide a list of vendors (see Attachment B). Each vendor has worked with POST to ensure that the product delivered is high quality, is configured to meet the specifications for training, and is supported by vendor staff. While it is not mandatory to purchase a system from one of these vendors, it is recommended.

**Procedure to Follow for Purchasing and
Being Reimbursed for Multimedia System(s)**

1. Check with POST to determine the amount that is currently being reimbursed for the multimedia system. For the most current pricing information, visit the POST web site at www.post.ca.gov; then click on "Multimedia Training Program" and look for the information on equipment prices. Type www.post.ca.gov/mm to go directly to the pricing information. **Or call the POST Learning Technology Resource Center at 1-877-ASK LTRC (1-877-275-5872). Send e-mail to Amy Hurn (ahurn@post.ca.gov).**
2. Determine whether you want to substitute a network card for the modem listed in the specifications shown in Attachment B.

Any agency that has a network and is able to provide access to the Internet for the officer training via that network may not need to purchase the modem included with the multimedia system. Instead, a network card of the agency's specifications may be substituted. POST will reimburse up to the cost of the modem. The reason is that some future training will provide a link to pertinent web sites for officers to receive the latest information on a particular topic. **Call POST at 1-877-ASK-LTRC if you plan to attach your computer to a network. Please do this prior to ordering the computer as the vendor will need to configure some of the software differently than for a stand-alone system.**

3. Select a vendor from whom to purchase. If you choose to purchase your system from a vendor not on the recommended list, you will need to make arrangements for that vendor to acquire, install, and test the required software provided by POST. One program for which POST has purchased an unlimited license is Manager's Edge™. This program will be used to enroll students, monitor their progress through courses, and perform other functions. Systems from the recommended vendors will have this management software already installed and will also be especially configured to provide security.

If you select a vendor not on the recommended list, be sure that you or the vendor contacts POST to obtain the management software and instructions for configuring the system for security. The vendor must be responsible for installing the software and configuring the system correctly. Be sure the vendor follows the specifications in Attachment A and provides an invoice listing all of the components listed in the specifications. If the vendor suggests any substitutions, check with POST before purchasing the system.

4. Purchase the system and have it delivered. Check that all of the documentation for the hardware and software has been sent with the system. Store this material in a safe place as it may be needed in the future. Set up the computer and verify that the hardware and software are operational.
5. The agency head or authorized agency representative should then send a letter requesting reimbursement for the purchase. This letter must include the following:

ATTACHMENT B

Specifications for the Multimedia System and Recommended Vendors

Specifications

Processor:	Intel Pentium II 400Mhz
Motherboard:	Intel 82440 BX AGP 100MHz bus (or equivalent) with onboard Ultra DMA or EIDE controller to match device needs (hard drive, CD-ROM, etc.)
Cache:	512 KB with ECC
Memory:	64MB PC-100 SDRAM
Monitor:	SVGA 17-inch, .28 pitch
Graphics accelerator:	ATI, Expert@Play 98, AGP, 8MB RAM, NTSC composite and S-video output
Hard drive:	6.4GB Ultra DMA/33 or EIDE with average seek time of less than 12ms
Floppy drive:	Standard 1.44MB
Modem / Network card*:	56 KB, internal that meets the V.90 specification with the option of a network card alternative
CD-ROM drive:	32X CD-ROM or higher controlled from either the audio card or the motherboard disk controller
Case:	ATX mid or mini tower
Sound card:	Creative Labs Sound Blaster AWE 64-bit sound (or equivalent)
Speakers:	Self-powered, stereo (10W, no separate bass unit)
Keyboard:	Windows 95 104 keyboard
Mouse:	Microsoft PS2 Intellimouse (or equivalent)
Surge arrester:	Six outlets plus telephone line protection. Less than 85 volts let through
Bundled software:	pcANYWHERE 32 Ver. 8.0 (Host only version) and an anti-virus program (McAfee or equivalent)
Operating system:	Windows 98 delivered on CD-ROM
Printer:	HP LaserJet 1100xi and parallel cable (includes HP Express one-year warranty)
Warranty (excludes printer):	At least one-year on-site 24-hour response Three-year limited warranty
Optional warranty extension:	The one-year on-site warranty may be extended; the cost of any extended on-site or parts and labor options will be the responsibility of the agency and is not reimbursable.

- * There is an option to request a network card instead of a modem. This is based on an agency having a local network with Internet connectivity for officers using the multimedia system. The reimbursement amount for the network card cannot exceed the cost of the modem.

ATTACHMENT C

COMMISSION REGULATION 1021

1021. Reimbursement for Purchase of Interactive Multimedia Training Delivery System

- (a) The Commission will reimburse any eligible agency, Section 13523 Penal Code, for the purchase of an interactive multimedia training delivery system (herein referred to as a multimedia system), which must be capable of running POST multimedia courseware.
- (b) Documentation Required for Reimbursement

In order to receive reimbursement, an eligible agency must submit the following documentation to POST:

- (1) For multimedia system purchases, a purchase invoice(s) reflecting the date, and the total cost of the multimedia system purchase.
- (2) A letter signed by the agency head, or authorized agency representative, attesting that the jurisdiction has paid the purchase amount on the submitted invoice(s), has installed the multimedia system at an agency facility, and will use the multimedia system for POST training of full-time, regularly paid employees of the eligible agency.

The letter must also include, for multiple reimbursement requests made under the provisions stated in subparagraph (c)(2)(A), a description of the locations where the multimedia systems are installed, and an attestation that the locations are regularly used for in-service training, and the multimedia systems are dedicated to the delivery of training programs.

(c) Reimbursement Restrictions

- (1) Costs associated with installing or maintaining a multimedia system are not reimbursable.
- (2) Reimbursement for the purchase of a multimedia system is limited to one multimedia system with the following exception:
 - (A) Participating agencies that have multiple locations where agency personnel regularly convene for in-service training may apply and be reimbursed for one multimedia system for each location. Written approval from POST is required prior to an agency purchasing multiple multimedia systems.
 - (B) Written requests for approval of multiple systems shall be sent to the Commission on POST, Training Program Services Bureau. Within 14 days of receiving the request, POST will inform the applicant if any additional information or clarification is necessary. A written notification of approval or disapproval shall be mailed within 45 days from the date of the receipt of the request.
- (3) Invoices must indicate the place of purchase and may have a date of purchase prior to the effective date of this regulation.

(d) Reimbursement Rates

- (1) The rates of reimbursement shall be determined by the Commission. These rates may not cover actual costs.
- (2) Notwithstanding the provisions of these regulations, reimbursement will not be paid unless the Commission has concluded that sufficient funds are available for that purpose.

(e) Purchase Not Required

Nothing in this section shall be construed to require eligible agencies to purchase and claim reimbursement for a multimedia system.

Recommended Vendors

POST staff has tested each of the systems provided by the four vendors listed below in order to ensure quality and compatibility with running multimedia courseware being developed by POST. Systems purchased from these vendors will have specified software pre-installed. Prices include shipping, but not applicable sales tax, which should be included in the total amount that POST will reimburse.

As mentioned previously, the vendors will be adjusting their prices to reflect the anticipated reduction in costs of these systems over time. For the most current pricing information from each vendor, visit the POST web site at www.post.ca.gov; then click on "Multimedia Training Program" and look for the information on equipment prices. Type www.post.ca.gov/mm to go directly to the pricing information at the POST web site. Or call the POST Learning Technology Resource Center at 1-877-ASK LTRC (1-877-275-5872). Send e-mail to Amy Hurn: ahurn@post.ca.gov. Checking with POST for the current reimbursable amount is especially important for agencies that choose to purchase from a vendor not listed below.

Campus Learning Systems, Inc.
Contact: Mike Maak
Phone: 800-688-7930
105 Loudoun Street, SW
Leesburg VA 20175-2910
Fax: 703-779-0898
e-mail: mmaak@campuslearning.com
Price: \$2,450.00 (through 12/31/1998)

CompuCom Systems, Inc.
California State Computer Store
Phone: 916-636-2830
Contact: Rich Settle
10860 Gold Center Drive, Suite 440
Rancho Cordova CA 95670
Fax: 916-631-7055
e-mail: rsettle@compucom.com
Price: \$2,401.64 (through 12/31/1998)

Computer Support Associates
Contact: Peter Feit
Phone: 310-820-4004
1990 Bundy Drive, Suite 125
Los Angeles CA 90025
Fax: 310-826-5710
e-mail: peter@csagraphics.com
Price: \$2,680.00 (through 12/31/1998)

VMI, Inc.
Contact: Bill Wilson
Phone: 408-745-1700
211 Weddell Drive
Sunnyvale CA 94089-1674
Fax: 408-745-6721
e-mail: bwilson@vmivideo.com
Price: C\$2,764.00 (through 12/31/1998)

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	INCREASE	DECREASE
0001	0216	305.56-06	POST Training-Sheriff	(\$2,600)	
0001	0216	521.NEW	POST Computer System	\$2,600	
0001	0104	414-1090	GENERAL CONTINGENCY		
TRANSFER BETWEEN FUNDS					
TOTALS				\$0	\$0

- ACTION REQUESTED: (Check all that apply)
- (X) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from Contingencies;
- () Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: The State is providing funding for local departments to purchase computer systems for POST training.

DEPT HEAD SIGNATURE CA. Richards DATE _____

APPROVED BY RES NO. 98-454 CLERK mw DATE 12-15-98

SHERIFF'S DEPT.

AUDITOR'S USE ONLY BA #
