

Exhibit A, Attachment 1 – Detailed SCOPE OF WORK

K-9 Teams Patrol Training Services

1.1 GENERAL

The California Department of Parks and Recreation (DPR) currently has nineteen (19) K-9 teams; however, all of the following training sessions (unless otherwise noted), shall accommodate up to twenty-five (25) K-9 teams. This agreement is exclusively for Patrol Training Services.

The DPR is comprised of our headquarters (Sacramento) and Park Operations (field services). Park Operations manages twenty-two districts within the state; each of these districts maintain numerous sectors/park units. To meet the training requirements for all K-9 teams assigned throughout the entire park system, Park Operations has designated three areas for training purposes: Northern, Central and Southern.

Northern – typically, Sacramento County, Placer County, or Nevada County

Central – San Luis Obispo County

Southern – typically, Orange County, San Diego County, Los Angeles County, or Ventura County

At the state's option, the DPR may require training at other locations to service our park units. DPR will extend all considerations and efforts to provide the contractor sufficient notification of these changes. Refer to the California State Park System Map, marked Reference Material - Map and herein considered a part of this agreement; or go to the following link: <https://www.parks.ca.gov/pages/862/files/Planning%20Milestones%20map%20July%201-2019%20FINAL%20for%20web.pdf>

DPR is responsible for acquiring and coordinating with park units and local entities for the training facilities required to accommodate all sessions.

DPR's Program Manager will prepare and finalize the K-9 Maintenance Training Schedule. The contractor will be provided a copy prior to or with the Notification to Proceed letter.

At the State's option, this agreement may be amended to increase the number of maintenance training sessions at the same per training rate.

Due to unforeseen conditions or mandatory critical emergency response, it may be necessary to cancel training exercise sessions. State shall make every effort to provide sufficient notification to the contractor, if these events occur. Contractor shall be compensated only for those services satisfactorily rendered as described herein.

1.2 WORK TO BE PERFORMED

Maintenance Training:

- **Northern/Southern Areas**

- Eighteen (18) - One-day training sessions per year:

- All training locations will be prearranged and coordinated through an assigned DPR K-9 Program Coordinator. All training days shall be scheduled on either a Tuesday, Wednesday or Thursday.

The DPR K-9 patrol teams will travel to either a northern or southern training session upon a mutually agreed upon location, between the state and the contractor.

Trainings shall be held monthly with the Northern Area hosting during the first week of the month and Southern Area hosting during the third week of the month. Unless noted differently on the final Training Schedule. Each training day shall last up to eight (8) hours.

- **Central Area**

- Three (3) - Two-day training session per year:

- The DPR K-9 patrol teams will travel to San Luis Obispo County or at a mutually agreed upon location for three – two (2) consecutive days maintenance training sessions per year. Those scheduled training months will be held on the third week of the month (January, March – May, and September) each training day shall last up to eight (8) hours.

Scheduling Accommodations: If a DPR K-9 team is unable to attend a maintenance training session and another K-9 training is conducted by the contractor closer to the K-9 team's location during that month, those teams may attend without further cost to the Department. Each training day shall last up to eight (8) hours.

Agitator Training:

- **Northern, Southern and Central Areas**

Three (3) training sessions per year, scheduled as follows:

Northern (February),
Southern (October)
Central – San Luis Obispo County (March - May).

Scheduling: In most cases, these training sessions will coincide (i.e. next day at same location) with the Maintenance Training sessions, detailed in this section (page 1). Each session shall last up to eight (8) hours. The average attendance of state park staff may include up to ten (10) participants for agitator training sessions. The state's representative will make every effort to notify contractor the anticipated number of participants, prior to the session.

Certification Training:

- **Central Area**

One (1) session per year

Between the months of March and May of each year, the trainer will provide the DPR Annual K-9 Certification training and act as an advisor and trainer for a full eight (8) hour session. The certification session is intended to be attended by all DPR K-9 patrol teams. The location of the certification will be in San Luis Obispo County.

1.3 CONTRACTOR'S ROLE AND RESPONSIBILITIES:

- 1) Utilize training methods accepted within the profession and designed to meet the POST Law Enforcement K-9 Guidelines, marked Attachment-2, attached hereto and thereby considered a part of this agreement.
- 2) Provide training and safety equipment to conduct training exercises as regulated per POST training standards; equipment to include, but not limited to, leather protective pants or suits, exposed bite sleeve, under cover sleeve, full bite suit, firearm and blank cartridges to simulate a firearm discharge.
- 3) Train DPR patrol teams according to California State Park's K-9 Policy (§§ 318.2.2, 318.2.5, 318.7, 318.7.1, and 318.7.2), marked Attachment-3, attached hereto and thereby considered a part of this agreement. As procedures are revised due to state policies, statutes or regulations, the contractor shall be provided an updated copy to ensure compliance to meet all training standards.

- 4) Provide instructed tracking exercises during patrol training sessions.
- 5) Train existing DPR K-9 Patrol Teams.
- 6) Have the ability to provide patrol-training services statewide; to ensure all locations are fully served and to accommodate schedule changes or session increases.
- 7) Provide a certified basic handler course. (Min. 160 hours).
- 8) Optional, provide the ability to purchase patrol K-9 from their facility (single or dual purpose).

MINIMUM REQUIREMENTS - Certification Form

ATTENTION BIDDERS: *This document must be submitted with Bid in a separate envelope, marked Exhibit A – Attachment 1, Minimum Requirements - Certification Form; including all requested documents, materials, references and supporting requirements.*

The DPR will assess the presence of required information in conformance with the requirements set forth below. Failure, by bidder, to meet the minimum requirements may result in bid disqualification.

To fulfill the requirements of this Request for Price Quote, Bidders must provide:

- 1) Patrol Training Services as per California Peace Officer Standards and Training (POST) certification for Police K-9's.
- 2) References: submit a list of past clients to verify a minimum of ten (10) years' experience training Police K-9's. Include: Name of Business/Agency, contact name, email address, and phone number.
- 3) Submit written evidence of at least five years' experience as a K-9 handler with a POST certified California Law Enforcement Agency or United States Military Department.
- 4) Furnish written evidence to demonstrate commitment and continual industry development: per conferences (facilitator, participation or attendance), training or organization memberships.

Bidder must **attest** to the following in order to fulfill the requirements of this Request for Price Quote, as follows:

- 1) Each police service dog shall be trained to perform as stipulated per California State Parks' policy.
- 2) The ability to provide K-9 agitator training course(s); including, but not limited to, qualified staff and sufficient staffing levels to service all participants/K-9 patrol teams.
- 3) The required five years or more of experience providing instructed patrol tracking exercise programs.

Minimum Requirements – Certification Form
K-9 Teams Patrol Training
Certification Form

By signing below, Contractor testifies they have furnished evidence that meet all of the above minimum requirements.

Signature

Name and Title (typed or written)

Company Name