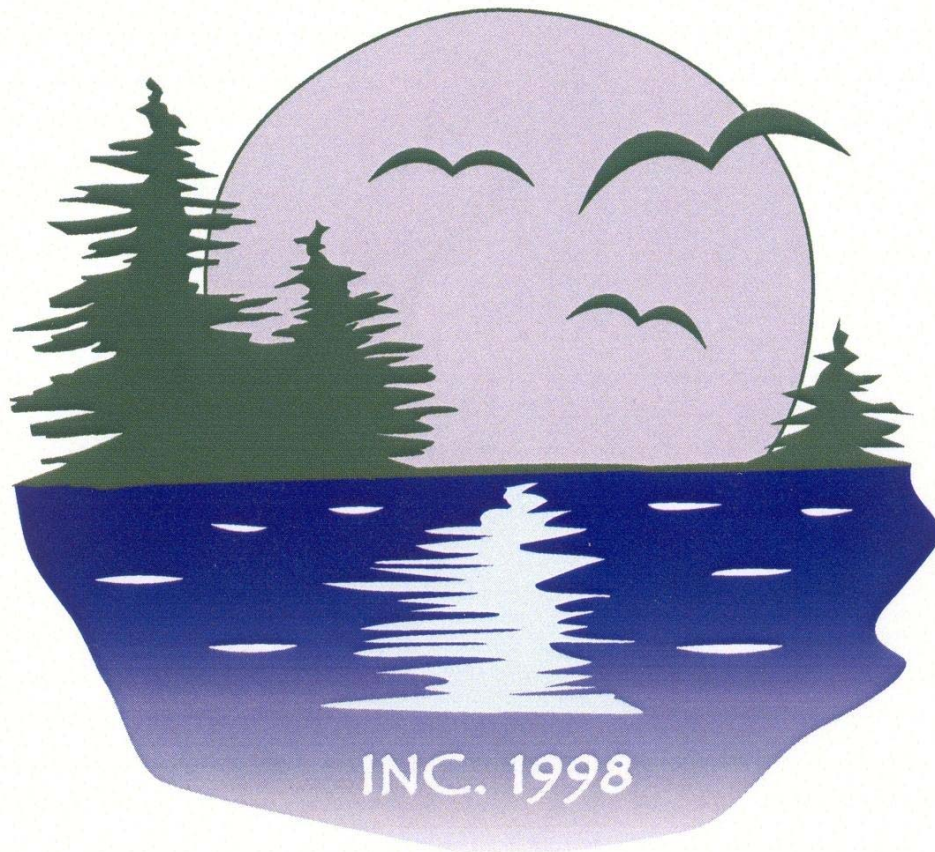


Village of Lake Isabella
1010 Clubhouse Drive
Lake Isabella, MI 48893

David Torgerson
Village President

Tim Wolff
Village Manager



**Dedicated Police Coverage
Request for Proposals**

REQUEST FOR PROPOSALS

1. Summary

The Village of Lake Isabella is requesting proposals from local law enforcement agencies that may wish to partner with the Village in providing part-time dedicated police coverage, traffic enforcement, and ordinance enforcement on a contractual basis. The preferred term of engagement is for three years.

The Village of Lake Isabella presently relies solely on service from the Michigan State Police, Isabella County Sheriff's Department, and the Sherman Township Marshal. The bulk of service from these agencies is in responses to calls for service. All do provide periodic patrolling in the community. The Village is aware of the budget constraints that all local agencies face and would like to ensure the Village is provided with an adequate level of law enforcement presence in the coming years.

2. Scope of Services

The Village of Lake Isabella is requesting dedicate patrol service on average of 45 hours per month, with an annual maximum service not to exceed 600 hours per year. In any single month the amount of coverage shall not be below 20 hours, nor in any single month shall the amount of coverage exceed 80 hours. Coverage shall include the following:

- 3 hour minimum shift period for regular patrolling of the community. Required court time shall be billed at the agreed to price, but shall not be counted as a shift for fulfilling presence obligations.
- Weekday (Sunday – Thursday) shifts may start no earlier than 6 AM and end no later than 11 PM.
- Weekend (Friday – Saturday) shifts may start no earlier than 10 AM and end no later than 2 AM.
- A minimum of 2 Weekend shifts is required per month.
- Required Independence Day Fireworks shift: This shift is to occur from 6:00 PM until midnight on the following dates:
 - Saturday, June 30, 2012
 - Saturday, July 6, 2013
 - Saturday, July 5, 2014
- Primary duty is traffic enforcement and community policing. It is expected that while on-duty your agency will also respond to calls for service on nuisance ordinance enforcement such as barking dogs, loud parties, illegal burning, and so on.
- Added consideration on the part of the Village will be given to your agency's ability to have a second car on patrol during the Fireworks, and also the general ability of your department to conduct lake patrols as part of your normal shift duties during summer months.

3. **Additional Requirements**

The Village is seeking a lump-sum proposal from your agency. This lump-sum shall include all labor, benefit, insurance, equipment and other related costs needed to complete the service obligation with one patrol vehicle and one MCOLES officer. This lump-sum shall be in the form of an hourly rate.

In order to account for market volatility in gasoline prices, the Village will consider proposals that have a fuel surcharge if the price of regular unleaded gasoline exceeds a price set in your proposal.

The Village is also able to provide office space, with internet and telephone access if needed. If this is desired, please specify the office and administrative requirements that your agency will need. However, clerical support and record keeping shall be the responsibility of your respective agency.

Your agency shall be expected to maintain a general liability policy of at least \$10,000,000 and include the Village of Lake Isabella as an “also insured” to that policy. Likewise, workers compensation insurance shall be provided by your agency, with a copy of the policy submitted to and retained by the Village. All required training needed for continued certification of the officer(s) used to complete the contract shall be the responsibility of your agency.

Your agency will also be asked to submit at least quarterly reports detailing activity in the form of calls for service, hours of service, and other relevant data as is jointly agreed to.

4. **Indemnification**

Your agency shall hold harmless the village and its employees from and against all claims, damages, losses, or expenses, including attorney’s fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act of omission of your agency, subcontractor, employee, or anyone under their direction. Your agency shall at his/her own expense, defend any and all such actions and shall pay all attorney’s fees, costs, and expenses pertaining thereto.

5. **Submissions**

If interested, please submit your sealed proposal to the Village of Lake Isabella by **4:00 PM on Friday, November 4, 2011**. Submissions shall be sent to:

Tim Wolff, Village Manager
Public Safety Proposal
1010 Clubhouse Drive
Lake Isabella, MI 48893

Questions in advance of the submission shall be directed to:

Tim Wolff, Village Manager
1010 Clubhouse Drive
Lake Isabella, MI 48893
989.644.8654 -- or -- tim@lakeisabellami.org