



GOVERNING BOARD AGENDA ITEM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10

DATE OF MEETING: August 23, 2022

TITLE: Approval of Rate Increase for Tucson Police Department Special Duty Law Enforcement Services

BACKGROUND:

On July 26, 2022, the Governing Board approved the agreement for Off Duty Management, a third party scheduling company, used to schedule off-duty assignments with the Tucson Police Department (TPD).

On August 19, 2022, Off Duty Management sent notification that beginning September 5, 2022, there will be a change in TPD off-duty hourly rates. Most directly affecting the District is a \$3.65 increase in the Officer rate and a \$.76 decrease in the vehicle rate.

Title	Total Hourly Rate
Officer	\$59.33
Sergeant*	\$67.80
Commander*	\$76.28
Officer Holiday**	\$88.99
Sergeant Holiday**	\$101.70
Commander Holiday**	\$114.41
Officer Emergency***	\$83.52
Sergeant Emergency***	\$88.99
Commander Emergency***	\$114.41
Vehicle	\$14.24

Therefore, the new rates are attached and are being resubmitted for consideration and approval by the Governing Board.

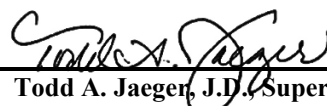
RECOMMENDATION:

The Administration recommends approval of the attached revised agreement for the Tucson Police Department.

INITIATED BY:


Michelle H. Tong, J.D.,
Associate to the Superintendent and General Counsel

Date: August 19, 2022


Todd A. Jaeger, J.D., Superintendent



OFF DUTY MANAGEMENT

Built By Officers For Officers

The Tucson Police Department has partnered with Off Duty Management to manage its off-duty employment program since December 2019. **Beginning September 5, 2022, Tucson PD off-duty rates will change to reflect the rate table below.** You will continue to receive the same quality service from Tucson Police Officers.

Off Duty Management has years of experience managing law enforcement off-duty programs and all aspects of off-duty requests including scheduling, payroll, invoicing, and collections.

By using Off Duty Management's service, you receive the following benefits:

- Online access to information through the OfficerTRAK® software including:
 - Create requests
 - Request status
 - Officer clocking times
 - Field notes and media files

- Post orders and instructions
- Past and future shift information
- Full liability coverage for your company, the agency, and the officer
- 24/7 customer service through the toll-free number
- Dedicated point of contact for scheduling and invoicing

The revised off-duty fees shown below will be effective **at 0600 on September 5, 2022.**

Title	Total Hourly Rate
Officer	\$59.33
Sergeant*	\$67.80
Commander*	\$76.28
Officer Holiday**	\$88.99
Sergeant Holiday**	\$101.70
Commander Holiday**	\$114.41
Officer Emergency***	\$83.52
Sergeant Emergency***	\$88.99
Commander Emergency***	\$114.41
Vehicle	\$14.24

3 Hour Minimum per Request

Major Civic Events, and Road Construction/Point Control:

Title	Total Hourly Rate
Officer	\$67.80
Sergeant*	\$76.28
Commander*	\$84.75
Officer Holiday**	\$101.70
Sergeant Holiday**	\$114.41
Commander Holiday**	\$127.13
Officer Emergency***	\$101.70
Sergeant Emergency***	\$114.41
Commander Emergency***	\$127.13

3 Hour Minimum per Request**Vendor Identified Critical Need:**

Title	Total Hourly Rate
Officer	\$73.45
Sergeant*	\$81.93
Commander*	\$90.40
Officer Holiday**	\$110.76
Sergeant Holiday**	\$122.89
Commander Holiday**	\$135.60
Officer Emergency***	\$110.18
Sergeant Emergency***	\$122.89
Commander Emergency***	\$135.60

3 Hour Minimum per Request***SERGEANT & COMMANDER RATE**

5 or more officers requested will require a Sergeant as the 5th officer. 16 or more officers requested will require a Commander as the 16th officer.

****HOLIDAY RATE**

Holiday Rate applies on the following days: 0001-2359 hrs. on New Year's Eve, New Year's Day, Thanksgiving Day, Christmas Eve, and Christmas Day.

*****EMERGENCY RATE**

Emergency Rate is in effect when the request is received less than 48 hours prior to the assignment.

Terms and Conditions:

All terms and conditions will be reflected in OfficerTRAK® when submitting a request for service. These terms and conditions are consistent with Off Duty Management's contract with the Tucson AZ Police Department.

Payment and Invoicing:

Off Duty Management will be directly paying officers for their off-duty work and Off Duty Management will be reimbursed by your company. See the terms listed below.

Invoicing and Payment Terms:

Customers who regularly utilize Tucson Police Department officers qualify for Off Duty Management's invoicing and payment terms as listed below. For new customers or one-time customers, prepayment is required. All invoiced payments will be net 30 days from the day the invoice is emailed to the vendor after services are rendered. The vendor shall pay Off Duty Management's invoice(s) within thirty (30) days after the date that the vendor receives such invoice(s). A late payment charge of 1.5% per month may be imposed by Off Duty Management on all past due, undisputed balances. Where state law mandates a lower late payment charge, the late payment charge shall be lowered to the highest rate that is legally permitted. If payment of such unpaid, past due, and undisputed amounts is not promptly received in accordance with the terms hereof, then Off Duty Management will have the option to terminate services at one or more of the vendor's facilities following Off Duty Management's provision of at least two (2) days' notice to the vendor. The vendor shall notify Off Duty Management of any dispute regarding the amount of an invoice within ten (10) days from the date of the vendor's receipt of Off Duty Management's invoice or such claim is deemed waived.

Invoiced Approved Vendors: Please email admin@offdutymanagement.com any of your company's required invoice registration forms, required account payable processes, or portals prior to the start of the first requested job. Delay in this information provided to Off Duty Management will not extend vendor requirements in regard to the 30-day net payment terms from the date of the invoice.

Credit Card Payments: For clients paying by credit or debit card, there will be an additional 3.0% fee for those payment methods.

Cancellation: Once an assignment has been approved and scheduled, vendors canceling or reducing an assignment shall pay the full Off Duty Management administrative fees for the first 24 hours of the original assignment. Vendors canceling or reducing an assignment within 48 hours of the start of the assignment shall pay the greater of officers' hours worked or the agency minimum hours plus Off Duty Management's administrative fees for the first 24 hours of the original assignment. (Admin fees depend on the coverage and can range from \$6.40 - \$12 per hour).

Off-Duty Employment Requests:

You can request services in the following ways:

- Online at <https://odm.officertrak.com/Tucson-AZ-PD>
- Call toll-free at 1-877-636-8300

Thank you for your patronage!

Off Duty Management, 1906 Avenue D, Suite 200, Katy, TX 77493, US, (877) 636-8300
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