

Alameda County Sheriff's Office

Lakeside Plaza, 1401 Lakeside Drive, 12th Floor, Oakland, CA 94612-4305



Gregory J. Ahern, Sheriff

Coroner - Public Administrator - Marshal
Director of Emergency Services

AGENDA: _____ April 28, 2009

April 07, 2009

Honorable Board of Supervisors
County Administration Building
1221 Oak Street, Room 536
Oakland, CA 94612

Dear Board Members:

**SUBJECT: ADOPT A RESOLUTION ESTABLISHING THE SHERIFF'S OFFICE
CRIME LABORATORY SERVICES' FEES**

RECOMMENDATION:

It is recommended that your Board adopt a resolution modifying Crime Lab services and photographic fees and establishing a new fee schedule for printing and reprographics services, as set forth in Attachments 1-3, effective July 1, 2009.

DISCUSSION / SUMMARY / FINDINGS:

The Sheriff's Office Crime Laboratory provides fee-for-service forensic examinations of physical evidence such as controlled substances, firearms, gunshot residue and DNA collected by local law enforcement agencies during their investigation of criminal activity. Fees for these services have not been adjusted since 2003 and are in need of modification to offset a 17% increase in personnel costs realized during the past six years. Attachment 1 details the proposed fees for Crime Laboratory services as compared with the current fees. Where practical, hourly rates have been adjusted to per item charges and a fee for forensic examination of digital evidence, such as computers and cell phones, has been added.

The Crime Laboratory is also responsible for managing the Sheriff's Office Photo and Print Shop operation which provides fee-based, secure and discrete photo processing services to local law enforcement agencies who capture photographic images of crime scenes, accidents, mug shots and other images related to law enforcement functions. Fees for these services have not been adjusted since 2003 and are in need of modification to help offset operational cost increases. Attachment 2 shows the suggested fee adjustments in comparison with current fees.

Honorable Board of Supervisors
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Recently, the Sheriff's Office Photo and Print Shop acquired digital press equipment for the high volume production of Sheriff's Office forms, reports, magazines and other printed media. Utilizing this newly acquired printing equipment and with the establishment of a fee schedule for printing and reprographics services, the Sheriff's Office Photo and Print Shop could also offer secure and discrete printing services in addition to its photo processing services to local law enforcement agencies. Proposed prices for these services are shown in Attachment 3.

The proposed fees for Crime Laboratory services and photo processing services, as well as establishment of reprographics and printing services fees, are necessary to offset operational costs and was presented to the Public Protection Committee on March 2, 2009. The proposed fees are consistent with local counties where such services are offered as well as commercial vendors. The Crime Laboratory service fees are significantly lower than commercial forensic laboratories.

FINANCING:

This action will not increase the net County cost in FY 2008-2009 or in future years. This request would generate approximately \$78,000 in additional revenue for FY 2009-10 and future years.

Regards,

JAMES L. BAKER, A/S

Gregory J. Ahern
Sheriff-Coroner

GJA

GJA:SJH:sjh
cc: County Administrator, QIC 20102
County Counsel, QIC 20104
Auditor-Controller-Recorder, QIC 20109

ATTACHMENT 1

CRIME LAB SERVICE FEE ADJUSTMENT RECOMMENDATIONS

Discipline	Current Rate	Proposed Rate
Comparative Identification (Physical match, tire tracks, shoeprints, toolmarks)	\$91 per hour	\$105 per hour
Controlled Substances	\$62 per item* (CCS**) or \$91 per hour	\$75 per item
Crime Scene processing	\$91 per hour after hours	\$200 per hour per scene***. Max. \$1,000
DNA analysis	\$91 per hour	\$500 per item
Fire Debris analysis	\$91 per hour	\$100 per item
Firearms examination	\$91 per hour	\$105 per hour
Gunshot residue analysis	\$580 per kit	\$675 per kit
NIBIN – Firearm entry	\$120 per item	\$140 per item
NIBIN – Fired Bullet entry	\$72 per item	\$84 per item
NIBIN – Fired Cartridge Case entry	\$39 per item	\$45 per item
Serial number restoration	\$91 per hour	\$200 per item
Serology Examination Documentation	\$91 per hour	\$105 per hour
Digital per Multimedia Evidence examination	N/A	\$105 per hour
Latent print processing	\$91 per hour	\$105 per hour
Other services (trace evidence collection, any newly developed service, etc.)	\$91 per hour	\$105 per hour

*An “Item” refers to one evidence exhibit (for example one bullet, one bag of drugs)

**CCS – “common controlled substances” including marijuana, methamphetamine, cocaine, cocaine base, heroin.

***The hourly rate is per team consisting of two or more criminalists. A one criminalist response is billed at \$105/hour.

**Attachment 2 – Proposed Photo Development/Printing Prices
Sheriff's Office Photo and Print Shop**

<u>Service</u>	<u>Proposed Charge</u>	<u>Current Charge</u>	
Film Developing Only:			
24 or 36 Exposure	\$3.00/roll	n/a	
Film Developing & Printing:			
Standard 35 mm 4"x6" Print 24 exposure	\$7.50	\$6.94	
Standard 35 mm 4"x6" Print 36 exposure	\$9.50	\$8.74	
APS with Standard 4"x6" Prints 25 exposure	\$8.00	\$7.09	
Prints & Reprints:			
	<u>Prints</u>	<u>Reprints</u>	<u>Current Reprint Charge</u>
3.5"x5"	\$0.15	\$0.35	\$0.35
4"x6"	\$0.15	\$0.40	\$0.35
5"x7"	\$0.40	\$0.50	\$0.40
8"X10"	\$1.50	\$2.00	\$1.30
8"x12"	\$1.50	\$2.00	\$4.00
10"x15"	\$3.50	\$6.50	\$4.00
10"x15" Custom Print (cropped)	\$5.00/print		n/a
Scanning:			
	<u>Proposed Charge</u>	<u>Current Charge</u>	
From negative to CD (24 negatives)	\$2.99	\$9.63	
From negative to CD (36 negatives)	\$4.32	\$9.63	
From negatives to CD (37 and more)	\$0.10/frame	\$9.63	
From picture to CD	\$0.15/picture	\$9.63	
Picture CD:			
Copy any Digital media to CD	\$3.25 / CD	\$3.24/CD	

**Attachment 2 – Proposed Photo Development/Printing Prices
Sheriff's Office Photo and Print Shop**

Poster or Wide format Prints:

	Standard Paper		High Glass Paper		Current Charge Standard Paper Only Mounted
	Un Mounted	Mounted	Un Mounted	Mounted	
16"x20"	\$19.00	\$30.11	\$20.56	\$31.67	\$17.40
20"x24"	\$22.00	\$38.66	\$30.83	\$47.50	\$26.10
20"x30"	\$25.00	\$45.83	\$38.54	\$59.37	\$32.63
30"x40"	\$65.25	\$106.91	\$77.08	\$118.75	\$65.25

Custom Print Larger than 30"x40" \$7.83/sq.ft. glossy \$9.25/sq. ft. (Mounted - \$5/sq. ft. additional)

Banners: Proposed Charge Current Charge

2'x3' Vinyl Banner	\$48.00	\$46.98
4'x6' Vinyl Banner	\$192.00	\$187.92
5'x10' Vinyl Banner	\$400.00	\$391.50
Custom size Banners	\$8.00/sq.ft.	\$7.83/sq. ft.
Grommets	\$0.25/each	n/a

Designing or Creation:

Photo/Image Editing \$54.00/hr

Minor Photo Manipulation
or Retouching (max.0.5 hour) \$25.00/picture

Matting: Proposed Charge Current Charge

8"x10"	\$2.22	\$2.19
8"x12"	\$2.66	\$2.63
10"x15"	\$4.17	\$4.10
16"x20"	\$8.89	\$8.76
20"x24"	\$13.33	\$13.13
20"x30"	\$16.67	\$16.42
30"x40"	\$33.33	\$32.83

Custom Matting Larger than 30"x40" \$4.00/sq.ft.

Attachment 3 - Proposed Print Services Prices
 Sheriff's Office Photo and Print Shop

<u>SERVICE</u>	<u>COST</u>			
STANDARD DUPLICATING (Black & White)				
8.5"x11" 20# White Bond	\$0.05			
8.5"x14", 20# White Bond	\$0.07			
11"x17", 20# White Bond	\$0.14			
3" x 5" Index Card Print	\$10/500 cards			
STANDARD/DIGITAL DUPLICATING				
Black & White Document Scanning				
COLOR LASER COPIES				
	1-100 copies	101-500 copies	>500 copies	
8.5"X11"	\$0.45	\$0.40	\$0.35	
11"x17"	\$0.60	\$0.55	\$0.50	
12"x18" (11"x17" Full Bleed or Image Area)	\$1.25			
BINDERY SERVICES				
	1-inch	2-inch	3-inch	
Comb Binding (Book) 1-3-inch	\$1.50	\$2.00	\$2.50	
Wire-O binding	\$1.75	\$2.00	\$2.50	
Spiral Binding 1-3-inch	\$1.91	\$2.25	\$2.75	
Velo Binding (Book)	\$1.50	\$2.00	\$2.50	
Tape Binding (Book)	\$1.50	\$2.00	\$2.50	
Coil Binding (Book) 1 to 3-inch	\$1.50	\$2.50	\$3.50	
19 Hole Punch Only	\$5.00/1000			
3 Hole Punch	\$1.50/1000			
Staple/set	\$0.05			
Unstaple & Restaple Original/set	\$0.12			
Paperclip or Rubberband/set	\$0.08			
Padding/pad	\$0.29			
Hand Insert Sheets/set	\$0.09			
Hand Collate	\$30.00/1000			
Folding (hand or machine)/set	\$0.03			
Scoring/set	\$0.03			
GENERAL BINDERY SERVICES				
Edge Binding (up to 100 sheets)	\$0.55			
Staple Binding (up to 100 sheets)	\$0.31			
Folding/sq. ft.	\$0.05			
Stamping/sheet	\$0.35			

March 2, 2009

Attachment 3 - Proposed Print Services Prices
 Sheriff's Office Photo and Print Shop

ADDITIONAL DIGITAL SERVICES

Photo Manipulation or Retouching \$54/hr

Pre-Press Services

NCR (Carbonless) (500-5000) (2, 3, 4, 5 part)

	2-part (500-1000-5000)	3-part (500-1000-5000)	4-part (500-1000-5000)
8 1/2" x 11" ONE-SIDED	\$95 - 150 - 450	\$132 - 219 - 722	\$183 - 298 - 1087
4.5" x 7.5" Voucher	\$85 - 130 - 410	\$120 - 200 - 742	\$170 - 280 - 1050

Envelopes

	no. 9	no. 10
Standard (500 count)	\$70.00	\$72.00
Standard (1000 count)	\$88.00	\$90.00
Standard (5000 count)	\$236.00	\$242.00

Business cards

	250 cnt	500 cnt
1-color	\$40.00	\$75.00
2-color	\$40.00	\$75.00
3-color	\$40.00	\$75.00

Miscellaneous

Folding/1000 sheets	\$14.00
Collating/1000 sheets	\$18.00
Numbering/page	\$0.04
Padding/pad	\$0.25

Four Color Process

	5000 1 sided	5000 2-sided	10000 1-sided	10000 2-sided
8.5 x 11	\$814.00	\$991.00	\$1,223.00	\$1,458.00
11 x 17	\$1,059.00	\$1,338.00	\$1,794.00	\$2,186.00

**THE BOARD OF SUPERVISORS OF THE COUNTY OF ALAMEDA,
STATE OF CALIFORNIA**

RESOLUTION NUMBER R-2009 _____

**A RESOLUTION ESTABLISHING THE SHERIFF'S OFFICE CRIME LABORATORY
SERVICES FEES**

WHEREAS, Alameda County Administrative Code Section 2.56.100 – Fees for Sundry Services provides, “The sheriff shall collect fees and charges in the amount established by resolution of the board of supervisors upon his/her recommendation for sundry administrative services rendered by him to private parties;” and

WHEREAS, the County of Alameda had adopted a fee schedule for the Sheriff's Office Crime Laboratory service fees and Photo and Print Shop for photographic services, and despite increased costs, has not raised the rate for six years; and

WHEREAS, the Sheriff's Office Photo and Print Shop, has recently established the capabilities to provide commercial quality printing and reprographics services; and

WHEREAS, it is necessary to adopt fees for printing services supplied to local government entities in order to recover allowable costs; and

WHEREAS, the proposed fee schedule modifications for Crime Laboratory services and Photo and Print Shop services have been posted pursuant to Sections 66018 and 6062a of the Government Code; and

WHEREAS, on April 28, 2009, at the hearing referred to above, this Board of Supervisors did hear and consider any comments with respect to the adoption of said fee increases; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that this Board of Supervisors hereby orders that Sheriff's Office photographic services fees be billed at the rate detailed on the attached document, in accordance with the above Government Code provisions, to become effective July 1, 2009.

THE FOREGOING was PASSED and ADOPTED by majority vote of the Alameda County Board of Supervisors this April 28, 2009, to wit:

AYES:

NOES:

EXCUSED:

ALICE LAI-BITKER
PRESIDENT,
BOARD OF SUPERVISORS

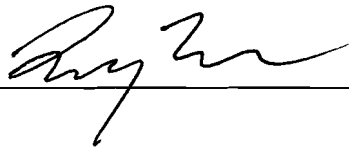
ATTEST:

Crystal Hishida Graff,
Clerk of the Board of Supervisors

By _____

Approved as to Form:

Richard E. Winnie, County Counsel

By  _____