



EVENT NAME _____

SCOPE OF SERVICES
Enumclaw Police Services
Agreement

*******45-DAY PRIOR NOTICE REQUIRED*******

This Scope of Services shall be incorporated into the Police Services Agreement signed by _____ - (hereinafter "Contractor") on _____.

I. DESCRIPTION OF SERVICES. Contractor requests the services of a commissioned police officer who will be dedicated to performing the following services (check box that applies):

Flagging/Traffic Control

Security for Entertainment Venue or Event

Security for Retail Establishment

Guarding of Property, Buildings, Possessions, or Equipment

Other:

See Attached. Add an additional page if needed for detailed scope of service request.

Police officers shall only be permitted to provide police-related services during the performance of the work called for herein, and Contractor shall not ask or solicit such police officers to perform work that is not police-related. Police will not be permitted to provide police-related services at state licensed producers, processors, and retailers of recreational or medical marijuana.

II. HOURLY RATE & NUMBER OF OFFICERS REQUIRED. The work called for herein shall be paid by Contractor at the following hourly rates and the Contractor requests the following number of officers:

Off-Duty Work:
\$125 per hour*

Number of Officers Required: _____

A. Four Hour Minimum. There shall be a four (4) hour minimum payment required for each instance that a police officer performs services under the Agreement. Therefore, Contractor shall be required to pay to Enumclaw the greater sum of four (4) hours of work or the actual number of hours worked during each instance that a police officer performs services. For example, if Contractor needs two (2) officers to work on the same day and at the same time for two (2) hours of work each, Contractor will be required to pay Enumclaw for four (4) hours for each police officer, for a total of eight (8) hours. If Contractor needs two (2) officers for six (6) hours each, Contractor shall pay for six (6) hours for each police officer for a total of twelve (12) hours.

SCOPE OF SERVICES TO POLICE SERVICES AGREEMENT

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*Beginning on January 1, and each subsequent year, the hourly rate in Section II will be automatically increased by a percentage equal to the percentage of base wage and benefit cost increases for that year as identified in the Collective Bargaining Agreement between the City of Enumclaw and the Police Guild. An Amendment to this Agreement is not required to update the Off Duty Work Hourly Rate.

- B. Contractor's Termination, Alteration, or Rescheduling of Services. Cancellation, alteration, or rescheduling of police officer services by the Contractor for a specific date must be made at least ten (10) hours prior to the scheduled start time for that date. If Contractor fails to provide ten (10) hours advance notice from the scheduled start time, Contractor will be billed for a minimum payment of four (4) hours per officer scheduled for that date in accordance with Section II.A. above. Cancellation, alteration, or rescheduling notification can be made by phone or email.
- C. Outside Police Agency Contracting. The city of Enumclaw may subcontract to other outside police agencies in the event they are unable to provide staffing, or the city may utilize a certified flagger. The hourly rate would be the same in accordance with Section II. The outside agency would invoice directly to the requesting vendor.

III. LOCATION OF SERVICES. The services called for herein shall be performed at the following location:

A police officer will arrive at the above location on the date and time specified below.

IV. DATE AND TIME FOR SERVICES. Contractor requests an Enumclaw police officer provide services:

From ___am/pm_____, ,20__ to ___am/pm_____, 20 __

Multiple Days:

Ongoing *not to exceed the calendar year in which the agreement is signed.

By signing below, I understand that I am entering a contract to hire police officers to perform the work described above, I agree to the terms of this Scope of Services and all of the terms contained within the Police Services Agreement referenced herein, and finally if I am signing this Scope of Services on behalf of an organization, I swear and affirm that I am authorized to do so on behalf of the organization and that action is binding on the Contractor.

Signature

Date

Print Name

Address

Approved by:	
Enumclaw Police Department	Date

Billing Information (name, address, email) Same as above.

*******City, County and/or State Permit Applications May Be Required*******