



FS Agreement No. 15-LE-11020600-007
Cooperator Agreement No. _____

MODIFICATION 5

EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &
FINANCIAL PLAN**

Between The

ROUTT COUNTY SHERIFF'S DEPARTMENT

And the

USDA, FOREST SERVICE

MEDICINE BOW-ROUTT NATIONAL FORESTS AND

THUNDER BASIN NATIONAL GRASSLAND

2019 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between Routt County Sheriff's Department, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Medicine Bow-Routt National Forests and Thunder Basin National Grassland, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #15-LE-11020600-007 executed on March 16, 2015. This Annual Operating Plan is made and agreed to as of the date of last signature below and ending December 31, 2019.

Previous Year Carry-over: \$887.25
Current Fiscal Year Obligation: \$7112.75
CY2019 Total Annual Operating Plan: \$8,000.00

Invoices submitted, that are not within the performance period of this AOP, will not be paid.

I. GENERAL:

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.



Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Garrett Wiggins, Sheriff Routt County Sheriff's Office 2020 Shield Dr Steamboat Springs, CO 80477 970-870-5501 FAX: 970-870-5525 gwiggins@co.routt.co.us	Doug Scherar, Undersheriff Routt County Sheriff's Office 2020 Shield Dr Steamboat Springs, CO 80477 970-870-5502 FAX: 970-870-1272 dscherar@co.routt.co.us

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Shawn Graef, Patrol Captain-Central Zone Medicine Bow-Routt National Forests & Thunder Basin National Grassland 2468 Jackson St Laramie, WY 82070 307-745-2451 FAX: 307-745-2398 sgraef@fs.fed.us	Mari Lliteras, Grants Management Specialist Trainee R2, Rocky Mountain Regional Office 1617 Cole Blvd Lakewood, CO 80401 303-275-5288 FAX: 303-275-5453 mlliteras@fs.fed.us
Field Contact Ty Bricker, Law Enforcement Officer Hahn Peak/Bears Ear Ranger District 925 Weiss Dr Steamboat Springs, CO 80487 720-660-0407 Fax: 970-638-4635 tylbricker@fs.fed.us	Payment Approver (in NRM) Jenny Knickerbocker, Program Assistant Medicine Bow Routt National Forests & Thunder Basin National Grassland 2468 Jackson St Laramie, WY 82070 307-745-2329 jknickerbocker@fs.fed.us

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise

Wages at the prevailing rate of \$74.50/hour (includes mileage).

II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity. *Due to carried seasons and activities associated with patrols on National*



Forest System Lands, the Routt County Sherriff's Office will conduct some patrols while utilizing personally owned equipment: the officer and Routt County Sheriff's Office assume all liability to equipment and stock during these patrols. Methods of travel may include but are not limited to: vehicles, OHV's, OSV's, motorcycles, bicycles, horse and mule. The officer/s will be reimbursed through Routt County when using personally owned equipment and stock, then the County will be reimbursed by the FS.

1. Patrol on following U.S. Forest Service roads:

FDR 270 Lynx Pass	FS 129 Routt County Road 129 above Hahns Peak
FDR 206&275 Old Highway 134	FDR 400 Seedhouse
FDR 285 Green Ridge	FDR 500 Big Red Park
FDR 900 Bear River	FDR 550 Whisky Park
FH 16 (Forest Highway) Dunckly Pass	FDR 42 Sand Mountain
FH 60 Buffalo Pass	FDR 150 California Park

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

Lynx Pass Campground	Meadows Campground
Bear Lake Campground	Ferndale Campground
Stillwater Campground	Mad Creek Trailhead
Sheriff's Reservoir Campground	Red Dirt Trailhead
Trout Creek Recreation Campground	Hinman Campground
Fish Creek Falls Recreation Area	Seedhouse Campground
Dry Lake Campground	Slavonia Trailhead
Hot Springs Recreation Area	Hahns Peak Lake Campground
Walton Creek Campground	Little Red Park

B. Emphasis for Law Enforcement patrols will focus on illegal off-road use, illegal cross country travel, going around closed gates, natural resource damage, mudding, OHV registration compliance (permit sticker/license plates): emphasis includes but is not limited to the above activities.

Total reimbursement for this category shall not exceed the amount of: \$8,000.00

III. TRAINING:

See Cooperative Law Enforcement Agreement Provision IV-K for additional information.

None Planned

IV. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L, and IV-M for additional information.



Total reimbursement for this category shall not exceed the amount of: \$0.00

V. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
 1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
 2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.
 3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.



VI. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. Reimburse the Cooperator for actual expenses incurred, not to exceed the amount shown in the Annual Operating Plan (AOP). The U.S. Forest Service will make payment for projects costs upon receipt of an invoice. Each correct invoice shall display the Cooperator's actual expenditures to date of the invoice, displayed by separate cost elements as documented in the AOP, less previous U. S. Forest Service payments. **Please put FS agreement number and performance dates on the invoice.**
- B. Billing for services provided under the terms and conditions of this agreement is approved on a **lump sum** basis. All **billings** and **supporting documentation** will be forwarded to the designated Forest Service Representative named below. The **FS-5300-5 Law Enforcement Activity Report** shall be completed and submitted annually. A copy of the FS-5300-5 is included in this Operating Plan.

Email invoice only to: asc_ga@fs.fed.us

Send copy of invoice, FS-5300-5 and Supporting documentations to:

Or FAX invoice only to 877-687-4894

Or mail invoice to:
U.S. Forest Service
Albuquerque Service Center
Payments-Grants and Agreements
101B Sun Ave, NE
Albuquerque, NM 87109
Telephone: 877-372-7248

Shawn Graef, Patrol Captain
U. S. Forest Service
2468 Jackson St
Laramie, WY 82070
307-745-2451
FAX: 307-745-2398
sgraef@fs.fed.us

- C. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

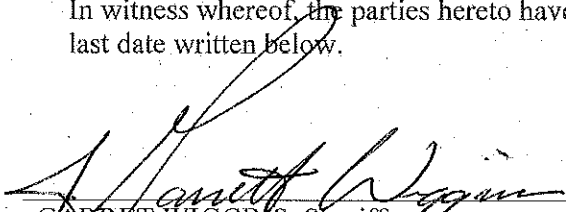
Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$8000.00	100%
Training	N/A	N/A
Equipment	N/A	N/A
Special Enforcement Situations	N/A	N/A
Total	\$8000.00	100 %

- D. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*



E. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.

In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.




 GARRET WIGGINS, Sheriff
 Routt County Sheriff's Department

5/21/19

 Date

 RUSSELL M. BACON, Forest Supervisor
 U.S. Forest Service, Medicine Bow-Routt National
 Forests and Thunder Basin National Grassland

 Date



 THOMAS A. SULLIVAN, County Manager
 Routt County Board of County Commissioners
 M. Elizabeth Melton, Chair

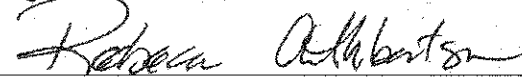
5/29/2019

 Date

 KENT DELBON, Special Agent in Charge
 Region 2, Rocky Mountain Region

 Date

The authority and format of this agreement have been reviewed and approved for signature.



 REBECCA CUTHBERTSON
 U.S. Forest Service Grants Management Specialist

4/20/19

 Date

This agreement meets the criteria to be excepted from pre-approval review according to OGC memo dated April 18, 2019.

 RUSSELL M. BACON, Forest Supervisor
 U.S. Forest Service, Medicine Bow Routt National Forests and
 Thunder Basin National Grasslands

 DATE



MODIFICATION OF GRANT OR AGREEMENT

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 15-LE-11020600-007	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 5
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Mari Llitteras, Grants Management Specialist Trainee R2, Rocky Mountain Regional Office 1617 Cole Blvd Lakewood, CO 80401	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Medicine Bow-Routt National Forests and Thunder Basin National Grassland 2468 Jackson St Laramie, WY 82070	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Routt County Sheriff's Department PO Box 773807, Steamboat Springs, CO 80477	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Add FY2019 Forest Service funding in the amount of \$7112.75
<input type="checkbox"/>	ADMINISTRATIVE CHANGES: Update Forest Service admin contact to Mari Llitteras, 1617 Cole Blvd, Lakewood, CO 80401, 303-275-5288, mllitteras@fs.fed.us
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): Add 2019 AOP, see attached exhibit A

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: 2019 AOP & FS-5300-5 Law Enforcement Activity Report

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. SIGNATURE	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): See Attached AOP		11.F. NAME (type or print): See Attached AOP	
11.G. TITLE (type or print):		11.H. TITLE (type or print):	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by: See Attached Signature Page U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED
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Burden Statement

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