

LEGISLATIVE #

110913

COST REIMBURSEMENT AGREEMENT
BETWEEN
THE FEDERAL BUREAU OF INVESTIGATION (FBI)
AND
THE GAINESVILLE POLICE DEPARTMENT (AGENCY)

TASK FORCE FILE #: 316A-JK-C48768-GV

Pursuant to Congressional appropriations, the FBI receives authority to pay overtime for police officers assigned to the formalized Jacksonville Cyber Crimes Task Force as set forth below for expenses necessary for detection, investigation, and prosecution of crimes against the United States. It is hereby agreed between the FBI and the Gainesville Police Department located at 413 NW 8th Avenue, Gainesville, Florida, 32601, Taxpayer Identification Number: 596000325, Phone Number: 352-334-2400 that:

1) Commencing upon execution of this agreement, the FBI will, subject to availability of the required funding, reimburse the agency for overtime payments made to the officers assigned full-time to the task force.

2) Requests for reimbursement will be made on a monthly basis and should be forwarded to the FBI field office as soon as practical after the first of the month which follows the month for which reimbursement is requested. Such requests should be forwarded by the Supervisor of the agency to the FBI Task Force Squad Supervisor and Special Agent in Charge for their review, approval, and processing for payment.

3) Overtime reimbursements will be made directly to the agency by the FBI. All overtime reimbursement payments are made by electronic fund transfer (EFT). An ACH Vendor/Miscellaneous Payment Enrollment Form must be on file with the FBI to facilitate EFT.

4) Overtime reimbursements will be calculated at the usual rate for which the individual officer's time would be compensated in the absence of this agreement. However, said reimbursement, per officer, shall not exceed monthly and/or annual limits established annually by the FBI. The limits, calculated using Federal pay tables, will be in effect for the Federal fiscal year running from October 1st of one year through September 30th of the following year, unless changed during the period. The FBI reserves the right to change the reimbursement limits, upward or downward, for subsequent periods based on fiscal priorities and appropriations limits. The FBI will notify the agency of the applicable annual limits prior to October 1st of each year.

5) The number of agency officers assigned full-time to the task force and entitled to overtime reimbursement by the FBI shall be approved by the FBI in advance of each fiscal year. Based on the needs of the task force, this number may change periodically, upward or downward, as approved in advance by the FBI.

6) Prior to submission of any overtime reimbursement requests, the agency must prepare an official document setting forth the identity of each officer assigned full-time to the task force, along with the regular and overtime hourly rates for each officer. Should any officers change during the

year, a similar statement must be prepared regarding the new officers prior to submitting any overtime reimbursement requests for the officers. The document should be sent to the field office for FBI review and approval.

7) Each request for reimbursement will include the name, rank, ID number, overtime compensation rate, number of reimbursable hours claimed, and the dates of those hours for each officer for whom reimbursement is sought. The request must be accompanied by a certification, signed by an appropriate Supervisor of the agency, that the request has been personally reviewed, the information described in this paragraph is accurate, and the personnel for whom reimbursement is claimed were assigned full-time to the task force.

8) Each request for reimbursement will include an invoice number, invoice date, taxpayer identification number (TIN), and the correct banking information to complete the electronic fund transfer. The necessary banking information is the Depositor Account Title, Bank Account Number, Routing Number, and Type of Account (either checking, savings, or lockbox). If the banking information changes, a new ACH Vendor/Miscellaneous Payment Enrollment Form must be submitted to the FBI.

9) Requests for reimbursement must be received by the FBI no later than December 31st of the next fiscal year for which the reimbursement applies. For example, reimbursements for the fiscal year ending September 30, 2012, must be received by the FBI by December 31, 2012. The FBI is not obligated to reimburse any requests received after that time.

10) This agreement is effective upon signature of the parties and will remain in effect for the duration of the agency's participation in the task force, contingent upon approval of necessary funding, and unless terminated in accordance with the provisions herein. This agreement may be modified at any time by written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 30 days prior to the termination date.

FOR THE AGENCY:

FOR THE FBI:

Date

Special Agent in Charge Date

Contracting Officer Date
FBI Headquarters

**ACH VENDOR/MISCELLANEOUS PAYMENT
ENROLLMENT FORM**

OMB No. 1510-0056

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form for completion. See reverse for additional instructions.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.

AGENCY INFORMATION

FEDERAL PROGRAM AGENCY		
AGENCY IDENTIFIER:	AGENCY LOCATION CODE (ALC):	ACH FORMAT: <input type="checkbox"/> CCD+ <input type="checkbox"/> CTX
ADDRESS:		
CONTACT PERSON NAME:		TELEPHONE NUMBER: ()
ADDITIONAL INFORMATION:		

PAYEE/COMPANY INFORMATION

NAME	SSN NO. OR TAXPAYER ID NO.
ADDRESS	
CONTACT PERSON NAME:	TELEPHONE NUMBER: ()

FINANCIAL INSTITUTION INFORMATION

NAME:	
ADDRESS:	
ACH COORDINATOR NAME:	TELEPHONE NUMBER: ()
NINE-DIGIT ROUTING TRANSIT NUMBER: -----	
DEPOSITOR ACCOUNT TITLE:	
DEPOSITOR ACCOUNT NUMBER:	LOCKBOX NUMBER:
TYPE OF ACCOUNT: <input type="checkbox"/> CHECKING <input type="checkbox"/> SAVINGS <input type="checkbox"/> LOCKBOX	
SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL: (Could be the same as ACH Coordinator)	TELEPHONE NUMBER: ()

AUTHORIZED FOR LOCAL REPRODUCTION

SF 3881 (Rev. 2/2003)
Prescribed by Department of Treasury
31 U S C 3322; 31 CFR 210

Instructions for Completing SF 3881 Form

Make three copies of form after completing. Copy 1 is the Agency Copy; copy 2 is the Payee/Company Copy; and copy 3 is the Financial Institution Copy.

1. Agency Information Section - Federal agency prints or types the name and address of the Federal program agency originating the vendor/miscellaneous payment, agency identifier, agency location code, contact person name and telephone number of the agency. Also, the appropriate box for ACH format is checked.
2. Payee/Company Information Section - Payee prints or types the name of the payee/company and address that will receive ACH vendor/miscellaneous payments, social security or taxpayer ID number, and contact person name and telephone number of the payee/company. Payee also verifies depositor account number, account title, and type of account entered by your financial institution in the Financial Institution Information Section.
3. Financial Institution Information Section - Financial institution prints or types the name and address of the payee/company's financial institution who will receive the ACH payment, ACH coordinator name and telephone number, nine-digit routing transit number, depositor (payee/company) account title and account number. Also, the box for type of account is checked, and the signature, title, and telephone number of the appropriate financial institution official are included.

Burden Estimate Statement

The estimated average burden associated with this collection of information is 15 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Financial Management Service, Facilities Management Division, Property and Supply Branch, Room B-101, 3700 East West Highway, Hyattsville, MD 20782 and the Office of Management and Budget, Paperwork Reduction Project (1510-0056), Washington, DC 20503.

NOTICE OF LIMITS

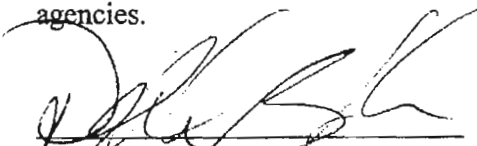
FOR

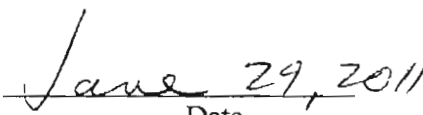
FY 2012 STATE AND LOCAL OVERTIME REIMBURSEMENTS

Subject to the availability of funding and legislative authorization, the FBI may reimburse state and local law enforcement agencies (LEA) for the cost of overtime incurred by officers assigned **full-time** to FBI managed task forces provided the overtime expenses were incurred as a result of task force related activities. Consistent with regulation and policy, a separate Cost Reimbursement Agreement (CRA) must be executed between the FBI and the LEA **and** an underlying Memorandum of Understanding (MOU) must exist in support of the task force relationship.

For **Fiscal Year 2012**, the maximum limits for reimbursements under these CRAs are **\$1,433.52** per month and **\$17,202.25** per year for each officer assigned **full-time** to the task force. These limits are effective for overtime worked on or after October 1, 2011.

FBI field offices and state and local law enforcement agencies may process overtime reimbursement requests under formally executed CRAs in accordance with the authority of this notice. This notice is issued unilaterally by the FBI's Head of Contracting Activity and does not require formal acceptance and signature by FBI field offices and state and local law enforcement agencies.


Deborah Ryan Broderick
Head of Contracting Activity
Federal Bureau of Investigation


Date

April 12, 2012

Thursday

April 2012

Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6	7
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

May 2012

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

12 Thursday		Notes
Joe Raulerson Speaker at Rotary Today		
7 am	Rotary Hilton	
8 00		
	Chief and Major Hanna; Chief's Office; Jones, Tony R.	
9 00	Lt. Hayes re: IA's; Chief's Office; Jones, Tony R.	
10 00	Dr. Pokorny from Health Dept. re: Blk on Blk Assistance & Enforcement In Parks; Cl	
11 00	GPD Presentation at Commissioner Orientation Fire Station 8 (off NW 39th & NW 34th Streets)	
12 pm		
1 00	Discuss Summer Programs Chief's Office Jones, Tony R.	
2 00	Tiffany Morrow Re: UF and GPD Cosponsoring An OJJDP Grant; Chief's Office; Jones,	
3 00	Tactical Briefing Oscar Lewis Hanna, Richard W.	
4 00	EAC Meeting Chief's Conference Room Jones, Tony R.	
5 00		
6 00	Walk With The Chief Porters Community Center	

April 09, 2012 - April 15, 2012

April 2012							May 2012						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

Monday, April 09

- 8:30am - 9:00am Chief and Major Hanna (Chief's Office) - Jones, Tony R. ☺
- 9:00am - 10:00am Command Staff Meeting (Chief's Conference Room) ☺
- 10:00am - 11:00am GPD - GFR Investigation Agreement (GFR Admin 1025 NE 13th ST) - Prince, H. E. (Gene)
- 11:00am - 12:00pm Reichert House Staff Meeting (RH) ☺
- 12:00pm - 1:00pm Reichert House Board Meeting ☺
- 1:30pm - 2:00pm Pat Grunder One-On-One Meeting (Chief's Office) - Jones, Tony R. ☺
- 2:00pm - 2:15pm Wendy Lord (Chief's Office) - Jones, Tony R.
- 2:30pm - 3:30pm Meeting With Chief Jones Re: Explorers (Chief's)
- 4:00pm - 4:30pm Superior Towing Discussion With Lt. Weaver
- 5:00pm - 5:30pm SAC (Gainesville High school)
- 6:00pm - 7:00pm (Talented Teenth TBA) - Jones, Tony R. ☺

Tuesday, April 10

- 7:00am - 9:30am United Way (NW 62 Ave) ☺
- 8:00am - 10:00am Leadership Team Meeting (CH-408) - Blackburn, Russ D. ☺
- 10:30am - 11:00am Stacy Scott, Public Defender re: Officer Stanby (Her Office) - Jones, Tony R.
- 12:00pm - 1:00pm Torch Run Luncheon (Outback Steakhouse/Archer Road)
- 12:00pm - 12:30pm Rosa (Takahale) ☺
- 1:30pm - 2:00pm Det. Rebekah Moore (Chief's Office) - Jones, Tony R.
- 2:00pm - 3:30pm Captain's Meeting (Chief's Conference Room) ☺
- 4:00pm - 5:00pm BOLD (LOFTON)
- 5:00pm - 5:30pm bold (lofton)

Wednesday, April 11

- 8:30am - 9:00am Chief and Major Hanna (Chief's Office) - Jones, Tony R. ☺
- 9:30am - 10:00am Joy Robinson re: Promotions (Chief's Office) - Jones, Tony R.
- 10:00am - 11:00am Private Appointment #
- 11:00am - 12:00pm Private Appointment #
- 12:00pm - 1:30pm April Board Meeting (Woodland Park Campus) - Keith Blanchard
- 1:00pm - 2:00pm PFSF Ad Hoc Committee Meeting
- 2:00pm - 3:30pm Swearing In Ceremony (Thomas Center Spanish Court)
- 2:30pm - 4:30pm United Way Community Planning Meeting
- 4:30pm - 5:00pm Wendy Lord (Chief's Office) - Jones, Tony R.
- 5:00pm - 6:00pm Childrn (meridian) ☺
- 5:30pm - 7:00pm PAC at Lincoln Estates Neighborhood Meeting

Thursday, April 12

- Joe Raulerson Speaker at Rotary Today
- 7:00am - 8:30am Rotary (Hilton) ☺
- 8:30am - 9:00am Chief and Major Hanna (Chief's Office) - Jones, Tony R. ☺
- 9:00am - 9:30am Lt. Hayes re: IA's (Chief's Office) - Jones, Tony R. ☺
- 10:00am - 10:30am Dr. Pokorny from Health Dept. re: Blk on Blk Assistance & Enforcement In Parks (Chief's Office)
- 11:00am - 12:00pm GPD Presentation at Commissioner Orientation (Fire Station 8 (off NW 39th & NW 34th Streets))
- 1:00pm - 2:00pm Discuss Summer Programs (Chief's Office) - Jones, Tony R.
- 2:00pm - 2:30pm Tiffany Morrow Re: UF and GPD Cosponsoring
- 3:00pm - 4:00pm Tactical Briefing (Oscar Lewis) - Hanna, Richard W.
- 4:00pm - 5:30pm EAC Meeting (Chief's Conference Room) - Jones,
- 6:00pm - 7:30pm Walk With The Chief (Porters Community Center)

Friday, April 13

- 8:30am - 9:00am Chief and Major Hanna (Chief's Office) - Jones, Tony R. ☺
- 12:00pm - 1:00pm Bob Cohen Lunch (TBD)
- 1:00pm - 5:00pm Citizens visits (lofton) ☺
- 1:00pm - 1:30pm Wyonona hanna 904-859-7238 (206 ne 21 terr)
- 5:30pm - 6:00pm raymond (lofton)

Saturday, April 14

- 5:00pm - 5:30pm Paul Bivens (church of God by faith)

Sunday, April 15