

Chapter 3

CONTRACTUAL AGREEMENTS FOR POLICE SERVICES

The provision of paid police services should be based on a precise contractual agreement. Necessary components of the agreement should include a description of the services to be provided, the cost of the services, how payments are to be made, the issuance of reports and keeping of records, as well as procedures for amendment, renewal, and cancellation. Provisions for any lawsuits or payments of damages that arise from the provided services should be included in the contract, as should provisions for hiring and disciplining provider personnel, for assigning specific duties to provider personnel, and for establishing equipment and property ownership and use.

Contractual Agreements

3.1.1 A written agreement governs contract police services provided to or provided by the department.

*Comments: The elements of contract law enforcement services should be clearly identified in a written agreement. The contract should be reviewed at least annually to ensure that the services contracted are being provided and to accommodate any changes that may have occurred in the service area.
(M M M)*

Any contract for law enforcement services should include:

- 1) a statement of the specific services to be provided.
- 2) specific language dealing with financial agreements between the parties.
- 3) the specific records to be maintained concerning performance of services by the provider department.
- 4) specific language dealing with duration, modification, and termination of the contract.
- 5) specific language dealing with legal contingencies.
- 6) stipulation that the provider department maintains control over its personnel.
- 7) specific arrangements for the use of equipment and facilities.

Comments: Any agreements for law enforcement services must be in writing and should contain the noted points. Copies of all agreements are to be filed with the Department of Solicitor General. (M M M)