

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants and Research
Highway Safety Division
10 Park Plaza, Suite 3720
Boston, MA 02116
Tel: 617.725.3341

Application for Grant Funds (AGF)
FFY 2011 Automated License Plate Reader Grant Program
Deadline for Applications: Noon, November 29, 2010

All sections must be completed to be eligible.

Name and Complete Address of Department or Municipality			
TOWN OF AMHERST POLICE DEPARTMENT, 111 MAIN STREET, AMHERST, MA 01002			
Chief's Last Name Livingstone	First Scott	Middle Initial P	
E-Mail Address police@amherstma.gov	Telephone (413) 259-3014	Fax (413) 259-2408	
Grant Contact Last Name O'Connor	First Name Robert	Middle J	Title Lieutenant
E-Mail Address o'connorr@amherstma.gov	Telephone (413) 259-3208	Fax (413) 259-2408	
Applicant Profile			
Does your department currently have any ALPR units in use? If so, how many?		No	
Number of full-time officers		45	
Number of part-time officers		0	
What is the population of your community according to the 2009 census?		36,246	
How large is your community (square miles)?		27.8	

Problem Identification Category	2007	2008	2009
Number of unlicensed motorist citations	21	39	42
Number of uninsured motorist citations	14	13	13
Number of operating with a suspended license citations	24	38	49

Number of operating with a suspended license arrests	35	29	30
Number of stolen vehicles reports	30	28	30
Number of stolen vehicle arrests	6	5	3

Proposed Programming

Experience- Provide a summary of previous experience your department has with highway safety initiatives (Click It or Ticket, Massachusetts Law Enforcement Challenge, crash reporting, etc.).

The Amherst Police Department have participated in the following initiatives:

Massachusetts Law Enforcement Challenge 2007 (Silver), 2008 (Silver), 2009 (Gold)

Click It or Ticket

Operation Yellow Blitz

You Drink You Drive, You Lose

Operating Under the Influence Saturation Patrol

Operating Under the Influence Check Point partnered with Massachusetts State Police and the University of Massachusetts at Amherst Police

Crosswalk Violation Initiative

Over the Limit Under Arrest

Child Passenger Car Seat Installation

Educate Motorist of the Laws Pertaining to Bicycles

National Night Out, promoting bicycle safety, child car seat installation, traffic safety

Road Respect Mobilization, Targeting Aggressive Driving

Lowe's Safety Day

Presentations with SADD

Presentations with Students Against Destructive Decisions

Compliance check with the Massachusetts Registry of Motor Vehicles

Operation Graduation – Teen Driving Compliance Check

Timeline- Provide your projected timeline for unit purchase, training, and implementation (January 2011-June 30, 2011).

Announcement of grant award on or around January 7, 2011.

An estimated purchase deadline would be by January 31, 2011.

Training for all officers will be completed by February 28, 2011.

Implementation of the system would initiate on March 1, 2011.

The expiration date of grant contract is June 30, 2011.

Project Activities- Describe your proposed deployment use (how many hours per day, per week, etc.).

The primary use of the ALPR system would be for traffic enforcement. The number of vehicles that pass through the Town of Amherst greatly out numbers the residential population due to the many attractions. A large amount of visitors are from out of state. An emphasis on increasing the enforcement of stolen motor vehicles, suspended/revoked licenses, registrations, uninsured motor vehicles and active warrants would be the focus.

A secondary use for the unit would be for investigative purposes. There are countless situations where the Amherst Police Department could have utilized this item to expedite the investigation, gather more information and clear more cases.

Specifically, incidents involving Breaking and Entering into Dwellings and Assault and Batteries. These two crimes for the Amherst Police Department are consistently high each year and every effort is made to reduce them. The statistics for the past three years are as follows for reported incidents of:

	B&E's	A&B's
2007	136	56
2008	127	75
2009	167	59

The Amherst Police have found that many of the suspects involved in the B&E's and A&B's have been from out of town and they often flee out of town after committing their crimes. The ALPR system would enhance the ability of the Amherst Police Department to either track the suspects or place them in the area of the crime to develop probable cause.

Other uses for the ALPR would be for drug interdiction/investigations and violent crime investigations. The Amherst Police Department is a member of the Hampshire/Franklin County Drug Task Force and works closely with the Massachusetts State Police Narcotics Unit. Additionally, the Amherst Police Department participates with the Federal Bureau of Investigations as a partner of the Joint Terrorism Task Force. Because Amherst houses a major research university, the town is of a particular interest to Homeland Security. The data that the ALPR provides would be beneficial in investigating suspicious activity which may lead to domestic or international terrorism investigations.

An example of where the ALPR would have been of great use to the Amherst Police Department was from September 12, 2009. During the evening hours, after a University of Massachusetts Football Game had finished, two bicyclists were run over by a motor vehicle. One of the bicyclists died from head trauma. Officers arrived on scene within moments but were unable to identify or locate a suspect vehicle. Officers who responded had reason to believe that they may have passed the suspect vehicle upon their response. To this date, the case is unsolved and the chances of developing a suspect declines

further each day. If the patrol vehicle was equipped with an ALPR, this paragraph would not exist.

The unit would be placed on one of the line or traffic enforcement patrol vehicles. It would be operational twenty-four hours a day, seven days per week when that patrol vehicle is deployed. The officer assigned to the vehicle would utilize the unit while on patrol in between calls for service. A second wiring harness would be purchased to allow the unit to be placed onto another vehicle in the event that the primary vehicle is out of service to prevent the unit from being out of service as well.

The unit will be in use for an estimated 20 hours per day, seven days a week for a sub-total of 140 hours a week. (The additional four hours of the day is an estimate for the officer being out of the cruiser for calls for service, paperwork, administrative duties, etc.)

The unit will be deployed for a total of four months during the grant period, giving the department 16 weeks multiplied by 140 hours for total of 2240 hours of use to the end of the grant period.

The unit will be used for all traffic enforcement and highway safety initiatives. It will also be utilized for investigative purposes when necessary.

Capabilities- Describe your department's technical capabilities to implement this program.

The Town of Amherst employs a full time IT staff to maintain the infrastructure of the town. The staff includes one member designated to support the Amherst Police Department and the mainframe system. This employee maintains and updates all technical aspects of the department. This civilian employee was previously a full time police officer and has an extensive background in computers and technical abilities.

The Amherst Police Department has a patrol officer assigned to the technical maintenance of all patrol vehicles. This officer maintains the upkeep and upgrades of the equipment in the patrol vehicles. He works along with the IT employee designated to support the Amherst Police Department. This officer has an extensive computer background. Before becoming a police officer, he worked in his family business which was a computer support and repair company. He also has a degree in the computer science field.

The Amherst Police Department would designate a computer to maintain the activity and statistics associated with the use of the ALPS Reader. The department has the ability to store as much data that is compiled. The data compiled would be stored for one year before being purged. The IT staff member would be the main administrator and the patrol officer who maintains the patrol vehicles would be the secondary source for the maintenance.

All Amherst Police vehicles are purchased through MHQ Police Supply. MHQ is the distributor of the PIPS system which would be the choice of purchase. The Amherst Police Department maintains a strong relationship with MHQ. Because of the strong relationship, the service aspect will work out well.

The Amherst Police Department has also had the opportunity to view demonstrations from three different vendors. The three vendors were Ayacht, Elsag and PIPS. A specifications and needs assessment was performed for each vendor and their product. A determination was made that the Amherst Police Department is well equipped to handle the storage capacity needed, maintenance of the system and enthusiasm for the product to move forward.

Many agencies around New England who already have an ALPR in place have been contacted for insight on their usage of the product and the effectiveness. I have received an overwhelmingly positive feedback on the use of the ALPR and its ability to do what the promoters have said it will.

Goals- Identify specific, measurable, attainable, realistic and time-bound goals and objectives for this program (i.e. increase uninsured motorist violations by 20% over 2009 levels by August 2011).

The primary goals for the Amherst Police Department with the use of the ALPR are to increase the enforcement of criminal motor vehicle violations and to ultimately reduce the number of violators over time within the Town of Amherst. A secondary goal is to use the compiled data to clear and solve other criminal acts being investigated by the Amherst Police Department.

The primary methods of the Amherst Police Department in enforcing criminal motor vehicle violations is by conducting motor vehicle stops and running individual queries with a Mobile Data Terminal. With the ability to run hundreds of plates in a shift in addition to our current method, we should see a dramatic increase of enforcement.

From 2007 to 2009, we saw an increase of 50 percent for Unlicensed Operation Citations. A 50 percent increase from that number would be the goal with the use of the ALPR. The speed and efficiency of the ALPR should allow the Amherst Police to attain that goal.

The number of Uninsured Motorists has been steady for the past three years. A 25 percent increase for this violation would be our goal.

From 2007 to 2009, The Amherst Police Department has more than doubled the number of Suspended License Citations from 24 to 49. A realistic goal utilizing the ALPR would be a 50 percent increase. The arrests for this offense have been steady for the past three years. A 25 percent increase would be expected.

The number of stolen motor vehicles from 2007 to 2009 has been steady each year, however, the number of stolen motor vehicle arrests have declined each year. In 2009, the Amherst Police Department had 3 stolen motor vehicle arrests. A 100 percent increase for this offense would be expected.

The Amherst Police Department would also utilize the "Back Office System Software" offered in the PIPS system which is a program that allows officers to review and analyze the data collected. The data or content collected could be used for investigative purposes in any crime that involves a motor vehicle.

The Amherst Police Department would also utilize the system to assist in solving B&E's and A&B's which are common crimes in our community. A 25 percent increase in arrests or charges brought forth for these two crimes would be targeted.

The figures would be taken from the 2009 statistics and computed over the same time period from the implementation time of March 1, 2011 to March 1, 2012.

Another aspect of this using the ALPR is to eliminate racial profiling claims. The system does not discriminate as all registration plates that it sees is checked regardless of the car or driver.

An immeasurable goal for the Amherst Police Department is to increase officer safety. The ability for this system to detect those who are wanted for violent crimes prior to being encountered is paramount. For this reason alone, the system is invaluable.

Evaluation- Describe your evaluation plan (for example, a pre and post data comparison for your community during the grant period with the same time period in the previous year).

Statistics for the same time period in the previous year will be compiled for each criminal motor vehicle offense category. The statistics will be broken down to each month. This will give the Amherst Police Department a one year window for evaluation. Our goal is to reach the projected estimated percentage increase for each category.

During the grant period, statistics will be compiled each month to compare with the month from the previous year to see how effective the product, our efforts and our techniques are.

At the end of the grant period, the total of the statistics will be compiled and a comparison will be made to see if the increase goals have been met.

The statistics will also assist us in determining what other variables may be a factor in deploying the system. As our community is a very transient one and the population fluctuates depending on the activities of the three colleges and events in town, the

statistics will be able to show when and where the hot spots are.

Additionally, the Amherst Police Department maintains a proactive community policing model where the town is broken up into different sectors. All officers are assigned to a sector that they are responsible for. The statistics gathered will enable The Amherst Police Department to determine which sector has more activity, which needs more attention and which roads are traveled most. This will ultimately enhance our ability to enforce criminal motor vehicle infractions and to solve many other crimes associated with motor vehicle law.

Additional Information- Provide any additional information about your current and/or proposed ALPR program you would like EOPSS to consider when evaluating your AGF response (major highways through community, commuter population).

The Town of Amherst is the home to three colleges, the University of Massachusetts at Amherst, Amherst College and Hampshire College. It is the largest community in Hampshire County. The Town of Amherst has an estimated population of 35,000 people. During the college school year from September to June, that population is doubled due to the student population and those associated with the colleges. The commuting population is even higher due to employees, visitors and events.

These three colleges are associated with the Five College Area which also consists of Smith College in Northampton, MA and Mt. Holyoke College in South Hadley, MA which attract commuters into Amherst.

The University of Massachusetts at Amherst, the flagship public university for the Commonwealth of Massachusetts does not have any restrictions prohibiting any of their students from maintaining a vehicle on the campus.

The University of Massachusetts houses the Mullins Center, McGuirk Football Stadium and the Fine Arts Center. During sporting, concerts and recreational events throughout the year, thousands of travelers are attracted into the town.

The Town of Amherst is the home of the Emily Dickinson Homestead, The Eric Carle Museum, and the National Yiddish Book Center. These are popular attractions which also bring in countless visitors.

Route 9 is a state highway that runs east to west directly through the Town of Amherst. This highway is a major thoroughfare for commuting motorists. This roadway is also a major route that leads directly to Interstate 91, Route 116 and Route 202.

BUDGET TEMPLATE

January 2011 - June 30, 2011- also provide specification sheet from your chosen vendor

Equipment	Cost/Rate	Total
SLATE-750-Plus MA Three Camera Mobile Law Enforcement Package	15,250.00	15,250.00
PIPS-SW-BOSS Back Officer System Software	Included	Included
PIPS-SRVC-MVI – Pagis In Car	2,900.00	2,900.00
Boss Map-Map Advanced mapping utilizing	795.00	795.00
Total		18945.00

Total funding requested \$ 18,845.00

Please Note:

If your department does not have an officer safety belt policy, 50% of your total grant award will be deducted. If your department falls into this category, please provide a statement agreeing that the balance will be paid by your department or that no funds will be awarded.

Grant recipients are required to provide an in-kind (soft) match which represents 20% of the total project cost. For example if you receive \$5,000, your 20% match would be calculated as follows: \$5,000 divided by 80% = \$6,250 X 20% = \$1,250.

FEDERAL IN-KIND MATCH REQUIREMENTS - REQUIRED

Item/Service	Quantity	Cost	Total
Training	45 Officers x 2 hours	\$35.00 per hour	\$3150.00
Additional Wiring Harness	One	\$885.00	\$885.00
Cruiser Maintenance	1 Officer x 8 hours	\$35.00 per hour	\$280.00
Supervisor Time	1 Supervisor x 10 hours	\$45.00 per hour	\$45.00
		Total In-Kind:	\$4765.00

Department's plan to pay for additional maintenance and warranty costs:

The Amherst Police Department will pay for all maintenance and warranty costs from the equipment budget.

For EOPSS/HSD Use:

Revised Total Request:

\$ _____

Applications due on or before November 29, 2010 at noon to:

Dan DeMille, Program Coordinator
Executive Office of Public Safety and Security
Office of Grants and Research
Highway Safety Division
10 Park Plaza, Suite 3720
Boston, MA 02116

CHECK LIST

- ___ Completed Application (original and 8 copies)
- ___ Required Signatures
- ___ Safety belt policy or commitment to establish one by DATE
- ___ Contract Authorized Signatory Listing

Please note that in the event that your department or municipality is selected for an award, a Standard Contract Form and General Subrecipient Conditions will be provided for your signature at that time.

Before signing below, or obtaining signature, please be sure the entire application is complete.

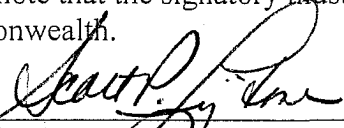
ASSURANCES

The Amherst Police Department/municipality acknowledges and agrees to comply with all grant contract requirements and performance measures. This municipality or department understands and agrees that a grant received as a result of this application is subject to the regulations governing highway safety projects and grant management requirements and will comply with all State and Federal Guidelines. Funding is based on availability of federal funds. I hereby acknowledge my understanding of the above grant requirements and will comply with the best of my ability:

Chief of Police, Scott P. Livingstone

Authorized Representative Name and Title (please print)

Please note that the signatory must be authorized to enter into a contract with the Commonwealth.



Authorized Signature in blue ink

11-24-2010

Date signed in blue ink

Deadline: An original application form with attachments, along with three copies, must be received by HSD by **noon on November 29, 2010**. Faxed and electronic responses will **NOT** be accepted.

*It is suggested that departments verify with EOPSS-HSD receipt of application prior to deadline (this is because of recent mail delivery problems). Please email Dan DeMille at Daniel.DeMille@state.ma.us to verify receipt.



November 16, 2010

REF: 3 Camera Mobile P362 ALPR Price Quote

Sgt. Gabriel Ting
 Amherst Police Department
 111 Main Street
 Amherst, Massachusetts 01002

Sgt. Ting,

I'm pleased to provide you with this quote for a three Camera Mobile ALPR system "hard" mounted and integrated into an MDT system in your patrol vehicle.

Key points about Federal Signal in the ALPR market:

- For more than 16 years, Federal Signal market focus has specialized in Automatic License Plate Recognition technologies.
- As an Original Equipment Manufacturer, they design, manufacture, and develop their own hardware and software – they control the quality and support of their products from start to finish.
- PIPS offers an ALPR "back-end" analysis software package (BOSS) that provides data-mining of "historic" license plate information obtained and stored from all deployed mobile (and fixed) systems within your department.

Qty	Item	Description	List Unit Cost
1	1	SLATE-750- PLUS MA Three Camera Mobile Law Enforcement Package including 750nm illumination, SuperXIII processor, camera cable/connector(s), GPS module, PAGIS software and dongle, PIPS ALPR/OCR Engine, Client/Server architecture, camera bracket mount assemblies	15,250.00
1	2	PIPS-SW-BOSS Back Office System Software utilizing Microsoft SQL Express Server Software for system administration, data analysis and data storage, data mining, reporting, mapping via google Maps, remote alerting, and networking in support of inter-agency data sharing. Note: Software includes 1 administrative plus 2 user license.	INCLUDED
1	3	PIPS-SRVC-MVI ; Field Engineering services required for the installation of the PIPS Mobile ALPR system on a traffic vehicle including PAGIS in car and BOSS back office software training. Priced on a per car vehicle basis	\$2,900.00

1 4 **BOSS MAP-MAP Advanced mapping utilizing BING maps** –Birds eye, satellite, multiple images \$795

Total Cost \$18,945.00

Town of



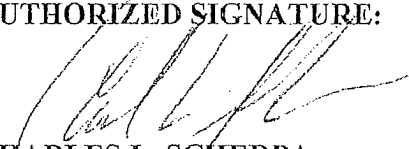
AMHERST

Massachusetts

Amherst Police Department
111 Main Street
Amherst, Massachusetts
01002

Charles L. Scherpa
Chief of Police
Business (413) 259-3000
Chief (413) 259-3014
Records (413) 259-3016
Fax (413) 259-2408
police@amherstma.gov

DEPARTMENT DIRECTIVE

Accreditation Standard	NUMBER: 65,
POLICE VEHICLE READINESS	AUTHORIZED SIGNATURE:  CHARLES L. SCHERPA, CHIEF OF POLICE
	New _____ Amends <u>x</u> Rescinds _____ Review _____ Directive #:65
	Date of Issue: <u>04/22/2009</u> Effective Date: <u>05/22/2009</u> Subsequent Reviews: every 2 yrs.

PURPOSE: This General Order indicates that a review was completed on the POLICE VEHICLE READINESS policy. It was found that revisions and clarification were needed. This policy will remain in effect until further notice.

The Administrative Division will see that this cover sheet will be placed in all Departmental Policy and Procedure Manuals.

SEATBELT 2 pg

RELATED POLICIES
#3, VEHICLE PURSUIT
#8, RESPONSE TO CALLS

POLICIES AND PROCEDURES

POLICE VEHICLE READINESS

POLICY PURPOSE

The Amherst Police Department maintains a number of vehicles for Department use. Personnel are entrusted with such equipment and are responsible for its inspection, maintenance and security. This policy will serve as a guide to ensure that department vehicles are operated, utilized and maintained in a manner consistent with established safety procedures and to achieve maximum operational readiness.

POLICY STATEMENT

All Amherst Police Department personnel who operate department motor vehicles will comply with safe driving procedures herein, with particular attention paid to procedures for responding to calls for police service or engaging in pursuits. Emergency warning lights and siren shall be used in a manner consistent with safe performance of the police function and the safety of the public and police personnel. Police vehicles are conspicuous symbols of authority on the streets, and the actions of police drivers are observed by many. This places the responsibility on each police driver to set a visible example of good driving behavior and habits.

PROCEDURES

I. STATUTORY GUIDELINES

Chapter 89, Section 7-B, of the Massachusetts General Laws: " The driver of a vehicle of a fire, police, or recognized protective department, and the driver of an ambulance shall be subject to the provisions of any statute, rule, regulation, ordinance, or bylaw relating to the operation or parking of vehicles, except that a driver of fire apparatus while going to a fire or responding to an alarm, or the driver of a police or a recognized protective department or the driver of an ambulance, in an emergency and while in performance of a public duty or while transporting a sick or injured person to a hospital or other destination where professional medical services are available, may drive such vehicle at a speed in excess of the applicable speed limit if he exercises caution and due regard under the circumstances for the safety of persons and property, and may drive such vehicle through an intersection of ways contrary to any traffic signs or signals regulating traffic at such intersection if he first brings such vehicle to a full stop and then proceeds with caution and due regard for the safety

of persons and property, unless otherwise directed by a police officer regulating traffic at such intersection."

"The driver of any such approaching emergency vehicle shall comply with the provisions of Mass. Gen. Law, Chap. 90, Sec 14, when approaching a school bus which has stopped to allow passengers to alight or board from the same, and whose red lamps are flashing."

II. OPERATION

- A. **SAFE DRIVING OF POLICE VEHICLES:** The driver of any department vehicle shall operate said vehicle in a reasonable and safe manner, exercising due caution and judgment. He shall operate the department vehicle in compliance with the motor vehicle laws and traffic regulations of the Commonwealth. Seatbelts must be worn by all occupants. (see APD policy on Prisoner Transport) ***WHEN IN AN ACTUAL PURSUIT OR WHEN RESPONDING TO AN EMERGENCY, HE SHALL STRICTLY ADHERE TO THE DRIVING PROCEDURES ESTABLISHED FOR THE OPERATION OF EMERGENCY VEHICLES, MASSACHUSETTS GENERAL LAW, CHAPTER 89, SECTION 7B.***
- B. **LICENSE REQUIREMENTS** No person shall operate a department vehicle of any kind unless he/she has a valid license to operate such vehicle.
- C. **AUTHORITY TO OPERATE:** No person shall operate a department vehicle without receiving orders or permission from a superior officer authorized to give such orders or permission. {41.1.3 A}
- D. **PASSENGERS:** No person shall be permitted to be an occupant or to ride as a passenger in a department vehicle, except when necessary for the performance of a proper police duty or unless otherwise authorized by the Chief of Police or his designee.
- E. **SEATBELTS - POLICE OFFICERS: It is the policy of the Amherst Police Department that all officers utilize seatbelts when a driver or an occupant in any Department owned vehicle and that vehicle is set in motion. {41.3.3}** The use of seatbelts can have a significant effect in reducing the number of deaths and the severity of injuries resulting from motor vehicle accidents. Seatbelts also assist officers in maintaining proper control of their vehicles during pursuit or emergency high speed operations. In addition, officers using seatbelts during the deployment of the air bag in a collision will be held in a position to receive maximum protection.
- F. **SEATBELTS - CIVILIANS:** In all cases, civilian passengers must wear safety seatbelts when riding and/or a passenger in a department vehicle.
- G. **SICK AND INJURED PERSONS:** Under normal circumstances sick and injured persons are to be transported by ambulance. Police officers are first responders in many instances, and as such will provide what assistance they can to sick or injured persons until the ambulance arrives. Police officers may transport Amherst Officers with injuries or illnesses at the direction of the Shift Commander.

**COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May
2004



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:


INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Scott P. Livingstone	Chief of Police

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


Signature

Date: 11/3/10

Title: Town Manager

Telephone: 413-259-3002

Fax: 413-259-2405

Email: townmanager@amherstma.gov

[Listing can not be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section **MUST** be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X *Scott L. Lyman*

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, *Joy Ann Jolie* (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:
NOV. 5, 20 *10*.

My commission expires on:



JOY ANN JOLIE
Notary Public
Commonwealth of Massachusetts
My Commission Expires
December 29, 2011

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

Town of




AMHERST

Massachusetts

Amherst Police Department
111 Main Street
Amherst, Massachusetts
01002

Charles L. Scherpa
Chief of Police
Business (413) 259-3000
Chief (413) 259-3014
Records (413) 259-3016
Fax (413) 259-2408
police@amherstma.gov

DEPARTMENT DIRECTIVE

Accreditation Standard	NUMBER: 65,
POLICE VEHICLE READINESS	AUTHORIZED SIGNATURE:  CHARLES L. SCHERPA, CHIEF OF POLICE
	New _____ Amends <input checked="" type="checkbox"/> Rescinds _____ Review _____ Directive #:65
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PROCEDURES

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Chapter 89, Section 7-B, of the Massachusetts General Laws: " The driver of a vehicle of a fire, police, or recognized protective department, and the driver of an ambulance shall be subject to the provisions of any statute, rule, regulation, ordinance, or bylaw relating to the operation or parking of vehicles, except that a driver of fire apparatus while going to a fire or responding to an alarm, or the driver of a police or a recognized protective department or the driver of an ambulance, in an emergency and while in performance of a public duty or while transporting a sick or injured person to a hospital or other destination where professional medical services are available, may drive such vehicle at a speed in excess of the applicable speed limit if he exercises caution and due regard under the circumstances for the safety of persons and property, and may drive such vehicle through an intersection of ways contrary to any traffic signs or signals regulating traffic at such intersection if he first brings such vehicle to a full stop and then proceeds with caution and due regard for the safety

of persons and property, unless otherwise directed by a police officer regulating traffic at such intersection."

"The driver of any such approaching emergency vehicle shall comply with the provisions of Mass. Gen. Law, Chap. 90, Sec 14, when approaching a school bus which has stopped to allow passengers to alight or board from the same, and whose red lamps are flashing."

II. OPERATION

- A. **SAFE DRIVING OF POLICE VEHICLES:** The driver of any department vehicle shall operate said vehicle in a reasonable and safe manner, exercising due caution and judgment. He shall operate the department vehicle in compliance with the motor vehicle laws and traffic regulations of the Commonwealth. Seatbelts must be worn by all occupants. (see APD policy on Prisoner Transport) ***WHEN IN AN ACTUAL PURSUIT OR WHEN RESPONDING TO AN EMERGENCY, HE SHALL STRICTLY ADHERE TO THE DRIVING PROCEDURES ESTABLISHED FOR THE OPERATION OF EMERGENCY VEHICLES, MASSACHUSETTS GENERAL LAW, CHAPTER 89, SECTION 7B.***
- B. **LICENSE REQUIREMENTS** No person shall operate a department vehicle of any kind unless he/she has a valid license to operate such vehicle.
- C. **AUTHORITY TO OPERATE:** No person shall operate a department vehicle without receiving orders or permission from a superior officer authorized to give such orders or permission. {41.1.3 A}
- D. **PASSENGERS:** No person shall be permitted to be an occupant or to ride as a passenger in a department vehicle, except when necessary for the performance of a proper police duty or unless otherwise authorized by the Chief of Police or his designee.
- E. **SEATBELTS - POLICE OFFICERS: It is the policy of the Amherst Police Department that all officers utilize seatbelts when a driver or an occupant in any Department owned vehicle and that vehicle is set in motion. {41.3.3}** The use of seatbelts can have a significant effect in reducing the number of deaths and the severity of injuries resulting from motor vehicle accidents. Seatbelts also assist officers in maintaining proper control of their vehicles during pursuit or emergency high speed operations. In addition, officers using seatbelts during the deployment of the air bag in a collision will be held in a position to receive maximum protection.
- F. **SEATBELTS - CIVILIANS:** In all cases, civilian passengers must wear safety seatbelts when riding and/or a passenger in a department vehicle.
- G. **SICK AND INJURED PERSONS:** Under normal circumstances sick and injured persons are to be transported by ambulance. Police officers are first responders in many instances, and as such will provide what assistance they can to sick or injured persons until the ambulance arrives. Police officers may transport Amherst Officers with injuries or illnesses at the direction of the Shift Commander.

Town of




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Massachusetts

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DEPARTMENT DIRECTIVE

Accreditation Standard	NUMBER: 65,
POLICE VEHICLE READINESS	AUTHORIZED SIGNATURE:  CHARLES L. SCHERPA, CHIEF OF POLICE
	New _____ Amends <input checked="" type="checkbox"/> Rescinds _____ Review _____ Directive #:65
	Date of Issue: <u>04/22/2009</u> Effective Date: <u>05/22/2009</u> Subsequent Reviews: every 2 yrs.

PURPOSE: This General Order indicates that a review was completed on the **POLICE VEHICLE READINESS** policy. It was found that revisions and clarification were needed. This policy will remain in effect until further notice.

The Administrative Division will see that this cover sheet will be placed in all Departmental Policy and Procedure Manuals.

RELATED POLICIES
#3, VEHICLE PURSUIT
#8, RESPONSE TO CALLS

POLICIES AND PROCEDURES

POLICE VEHICLE READINESS

POLICY PURPOSE

The Amherst Police Department maintains a number of vehicles for Department use. Personnel are entrusted with such equipment and are responsible for its inspection, maintenance and security. This policy will serve as a guide to ensure that department vehicles are operated, utilized and maintained in a manner consistent with established safety procedures and to achieve maximum operational readiness.

POLICY STATEMENT

All Amherst Police Department personnel who operate department motor vehicles will comply with safe driving procedures herein, with particular attention paid to procedures for responding to calls for police service or engaging in pursuits. Emergency warning lights and siren shall be used in a manner consistent with safe performance of the police function and the safety of the public and police personnel. Police vehicles are conspicuous symbols of authority on the streets, and the actions of police drivers are observed by many. This places the responsibility on each police driver to set a visible example of good driving behavior and habits.

PROCEDURES

I. STATUTORY GUIDELINES

Chapter 89, Section 7-B, of the Massachusetts General Laws: " The driver of a vehicle of a fire, police, or recognized protective department, and the driver of an ambulance shall be subject to the provisions of any statute, rule, regulation, ordinance, or bylaw relating to the operation or parking of vehicles, except that a driver of fire apparatus while going to a fire or responding to an alarm, or the driver of a police or a recognized protective department or the driver of an ambulance, in an emergency and while in performance of a public duty or while transporting a sick or injured person to a hospital or other destination where professional medical services are available, may drive such vehicle at a speed in excess of the applicable speed limit if he exercises caution and due regard under the circumstances for the safety of persons and property, and may drive such vehicle through an intersection of ways contrary to any traffic signs or signals regulating traffic at such intersection if he first brings such vehicle to a full stop and then proceeds with caution and due regard for the safety

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