



# WHEELING POLICE DEPARTMENT



Shawn Schwertfeger  
Chief of Police

January 24, 2022

Mr. Robert Herron  
City Manager  
City of Wheeling  
1500 Chapline Street  
Wheeling WV, 26003

Dear Mr. Herron:

## Fiscal 2022-2023 Budget Submission

I am submitting the FY 2022-23 budget proposal for the Wheeling Police Department. This year's proposal again contains minimal changes to the operational budget and is mostly based on some projected shortfalls from the current fiscal budget. I am again identifying the Wheeling Police Department's most significant threat as "staffing". For years, the Wheeling Police Department may only test every two years. Today, we are testing for the position of police officer 3 or 4 times annually. Despite aggressive tactics to attract certified officers, not one has applied in hopes of the significant signing bonus advertised.

As of the submission of this budget proposal, the Wheeling Police Department sits at 7 full vacancies and another 7 in various stages of training. In essence, that puts us around 14 vacancies, the equivalent of a full patrol shift. This has been fairly consistent throughout the year as we have hired 10 new officer positions but have lost 9 to resignation or retirement during the same time frame. As you are also aware, your office approved an increase to the allocated staffing levels by five officers during 2021. This was a result of the expansion of the PRO program at the request of Ohio County Schools.

Other major steps including the new Wheeling Police Department and the Assigned Vehicle Program (AVP) should improve the recruitment and retention of the WPD but those programs have yet to be fully realized. In the meantime, we must compete with law enforcement agencies across the region and state, all whom are experiencing the same issues with staffing levels as we are. In that vein, I am again requesting a 5% pay increase for all staff at the WPD, reflected in the proposed budget. Although salary is not the only item important to police officers, an organization must stand out as a leader in this area, demonstrating their support and recognition of the profession in order to attract those still interested in this profession and those that may be in it but are looking for improvements from their current organizations. This five percent pay increase would move our police department ahead of the majority of our state and regional competitors. This along with a review and action upon our pay compression issues, would go a long way in recruitment and retention.

This will outline the year in review, what lies ahead and justifications for the seven proposed operational line-item increases and capital outlays.

As I approach my tenth year at the helm of the Wheeling Police Department, I am as proud of our accomplishments this past year than probably any other. Despite the continuing global pandemic, our depleted staffing levels, the continuing and ever-changing narcotics crisis, the surge in homelessness and many other factors, our efforts resulted in significant reductions in overall crime in Wheeling. Our Group A offenses were reduced by 5%. Specifically, Group A offenses such as Assaults (5%), Burglaries (32%), Robberies (48%), Larceny (5%), Vandalism (18%) and Sex Offenses were reduced at (25%). The primary Group A categories seeing an increase were Fraud (26%), and two other categories that clearly increased due to proactive efforts of the WPD and our partners were Drug Offenses (17%) and Child Pornography (108%).

Also due to the proactive patrol tactics and operations such as Operation Knight Hawk throughout the year also increased the Group B or minor, nuisance type offenses. Those were up 10% in 2021. For the first time in five years, our total overdoses have slowed and were down 9%. This is certainly a trend we hope continues and is also attributed to multiple police operations focusing on drug offenses and high crime locations. Finally, our False Alarm Reduction Program has equated to a 42% reduction in that frequent call for service.

Departmentally, I remain proud of the many individual efforts and commitment demonstrated daily by many members of the department. We continue to make progress towards our mission of being the premier law enforcement agency in the state. We remain so grateful that our state-of-the-art facility broke ground in September of 2021 and is currently coming together. The entire agency is very excited about this tremendous project and what this will bring to many facets of our department's performance, recruitment and retention. This, coupled with our approved AVP, will go a long way in improving performance, increasing visibility and emergency response. In addition to these two projects, the WPD also continued to see success with our new Victim Advocate Program whom has professionally served over 600 victims, we rolled out the new TRIKKE's (funded by an anonymous foundation donor) has been a huge success and has endless possibilities, rolled out an online reporting program designed to allow persons to report minor crimes themselves without tying up officers, created an Evidence Technician Unit that permits patrol officers the initial training to collect evidence at crime scenes in lieu of "calling out" a detective, purchased another Police K9, OZZY, an explosive detection canine, expanded our CIT training and promoted the concept throughout the state and finally, enhanced and expanded our partnerships with several federal LE agencies by adding Task Force Officers (TFO's) to the Department of Homeland Security, FBI and US Marshals.

Looking ahead in 2022, the Wheeling Police Department will be focusing on finalization and hopefully occupying the new Wheeling Police Department located at 2115 Chapline Street. In addition to this, we are hopeful that the supply issues break free and the cruisers needed to begin outfitting officers with an assigned vehicle can occur through the AVP. Those two programs should improve recruitment/retention issues within our department but we will continue to look at ways to improve. A recruiting video is being planned, additional focus on taking the recruiting "on the road" to colleges and job fairs once COVID relaxes some, and finally a Peer Support and Wellness program. This has been discussed and is paramount to the

mental and physical well-being of today's police officer. This coupled with the addition of a Chaplain Program may provide additional support for overall wellbeing and to counteract the job fatigue and burnout, which is higher today than ever in the law enforcement profession.

In addition to recruitment/retention and a robust Peer Support/Wellness program, we look to continue to focus on geo-policing and using our data to drive additional enforcement operations to adversely impact crime and crime trending. We have demonstrated that these tactics continue to work. Later this year, we hope to finalize a DRONE program. This new program will allow us to purchase a drone and any attachments and the training will be funded by our most recent JAG Grant. This program will aid in a variety of tactical ways. Searches, planning and monitoring and emergency response are just a few. Our plan is to continue to enhance our training. This is a goal each year. With the addition of the new police headquarters and the simulator room, our staff (and occasionally the community) will have the opportunity to participate in use of force simulation training as well as simulated drivers training, two of the significant police liability areas. Finally, our plan is to obtain the staffing needed to further enhance our traffic/highway safety response as well as to staff our fourth police K9.

I am proposing in this year's budget, seven line-item changes, all primarily operational and not including the personnel/benefits request outlined above. I have always promoted training and leadership opportunities. More members of the WPD are becoming members of the West Virginia Chiefs of Police Association, the International Association of Chiefs of Police and the FBI National Academy. The city has graciously agreed for years to assist with membership dues to these reputable organizations. I am requesting an increase in the Membership Dues Line-Item (4700.20.2138) of \$524. A few years ago, the WPD temporarily had five police dogs. This has since gone to 3 with a few canine retirements. Our allocated number for the Wheeling Police K9 Unit is 3 patrol dogs and 1 explosives detection dog, for a total of four. I am proposing a slight increase to the Canine Compensation line-item (4700.10.1534) of \$7,017. Our overtime line-item (4700.10.1901) was approved at a lower amount last year and we are at about 88% expenditure at the FY midpoint. We are asking for an increase of \$31,680. Last year our allocated fuel budget was also reduced, and like overtime, we are projected about 15% overbudget in fuel costs. We are requesting an increase in our Gas-Diesel-Oil line-item (470030.3124) of \$13,718. With our budget request identifying a new FARO system as a Capital outlay, and the projection of additional In-Synch licenses on the way with the implementation of our AVP, we are asking for a 15% increase in our Tech Ref and Service line-item (4700.20.2149). Finally, we are asking for increases in our New-Hire Training (4700.20.2163) and Clothing Allowance (4700.30.2112) of \$6,771 and \$14,695 respectively.

**Summary of requested budget increases:**

- **Overtime:** A relatively modest increase to compensate for the reduction from last fiscal year. With the staffing shortages as well as operations to combat crime trends, we require the funding to pay those seen and unforeseen overtime expenses. We are currently trending to go overbudget and request an increase of (\$31,680)
- **Gas-Diesel-Oil:** Again, due to trending overbudget and rising fuel costs, we are asking for an additional (\$13,718)
- **Tech Ref and Services:** This line item was increased last year and reflects the continual costs of new and necessary technology and the associated annual costs. Items like annual In-Synch licenses, Motorola analytics, our electronic time-reporting program and many others, require these costs. In this year's budget, a capital outlay involves a new crime scene mapping system called a FARO system has annual costs of upwards of nearly \$5,000. We are asking for an overall increase of (\$15,000)
- **Canine Compensation:** This increase is requested as a result of our goal of getting back to our allocated number of police working dogs which is at 4. We currently are at one police/patrol dog vacancy and hope to fill that this coming calendar year.
- **Uniform Allowance:** Each year, the city of Wheeling funds multiple uniform items for their police officers. The amount allocated each year for officers currently is at \$550. This pays for new uniforms, boots and other footwear, handcuffs, gun belt and a variety of other uniform and gear choices. These costs continue to rise and quickly run out after buying a few new uniforms and the annual pair of boots. My goal is to increase the individual allotment to \$700 per officer, thus the requested increase of (\$14,695)
- **New Hire- Training:** Due to the staffing issues and new hires that wash out quickly, this modest increase is necessary. During 2021, we hired 10 officers, this is nearly 13% of entire sworn staff. The training, including the academy and their uniforms are funded from this line-item. A request is being made for an increase of (\$6,771)
- **Membership Dues:** A modest request is being made of \$524 to help fund membership to a variety of reputable organizations that assist our members with their professional growth.

**Summary of requests for new positions**

Several years ago, the Wheeling Police Department was so excited to have been awarded a grant opportunity through the Department of Justice to set up a Victim Advocate program within the Wheeling Police Department (Grant #2019-40930-WV-V3). Both the Victim Coordinator and Victim Specialist positions have been grant-funded since September 2019 and filled since March of 2020. Since the inception of the program, Victim Coordinator Brenda Steiniger and her staff of one have been very busy. There have been over 626 crime victims

that have been provided assistance, 203 of which were domestic violence victims. Among many duties, victim advocates will accompany domestic violence victims to court hearings and assist with seeking Emergency Protective Orders. The advocates also work with many other crime victims which include sexual assault crimes, crimes of harassment, robbery, fraud just to name a few.

Advocates often are relied upon to sit with detectives during interviews of child and other victims, providing support and advocating for the victim through the process. Advocates are often counted on to assist with police officers and supervisors with delivering death notifications in a professional and compassionate way.

The Wheeling Police Department, Victim Advocate Program (VAP), has become a crucial part of the community working hand in hand with the Prosecutors office, Harmony House, Youth Services Suicide Prevention Program, Sexual Assault Help Center, Wheeling Hospital, DHHR and many others. In addition to providing individual services, they consistently and frequently are making service referrals for counseling, social services, financial assistance and medical assistance.

The VAP literally began at the onset of the COVID pandemic and this has slowed some of the immediate progress. However, despite this fact, the program has grown and will continue to do so, becoming the cornerstone for all crime victims and the outreach provided will be invaluable for all people in the community.

Recognizing the importance of programs like this, the Department of Justice has worked with us not only to manage/monitor the grant, but to aid in sustainability. In that vein, I am attaching letters of support from members of an advisory board that we set up consisting of members of several associating organizations in the community.

The grant that is currently funding these two positions will end in September of 2022. I am requesting the City of Wheeling absorb these two important positions and fund their continuation. The positions are already shown on our budget line-items since the inception of the program and the cost of absorbing these positions this upcoming fiscal year is at 75% of annual costs.

I am attaching the job descriptions for both the Coordinator and Specialist positions, along with our current policy as well as the aforementioned letters of support.

Finally in addition to the proposed new positions in the VAP, I am proposing a new civilian position within the Wheeling Police Department. Currently, our Detective Sergeant and Deputy Chief are devoting time on the tracking and storage of evidence. I have never understood this and believe it is a tremendous waste of valuable resources. The proposed Property and Evidence Clerk position will alleviate the time these sworn positions are dedicating daily to the tracking and housing of evidence brought in, stored and released to court proceedings or owners. If approved, this position will be crucial and prove necessary at our new police facility and with the realization that we will have a state-of-the-art facility to safely log, track and store all types of evidence. This position is being proposed this budget year so that this position can be acquired and trained to not only assist in these functions

immediately, but can assist us in the grueling task of relocating existing evidence from our current headquarters to the new facility. This position, if approved, should be compensated similar to our Civilian Intake personnel (\$32, 500 annually) plus benefits.

This position was requested last year and not approved. I am resubmitting again this year as this position, if approved, will clearly aid the WPD in the upcoming transition to the new police department and will assure the new evidence facility and lab maintain the standards necessary to achieve accreditation.

This budget proposal will contain five (5) Capital Outlays, several of which have appeared in previous budget submissions. This year's capital outlay requests include the following ranked in order:

1. Caliber Mobile 1 Software
2. FARO System
3. WPD Prisoner Transport Van
4. Transcend Robot
5. WPD Canine (Patrol/Working Dog)

The Caliber Mobile product has become essential due to necessary computer upgrades; As of January 2020, Microsoft no longer supports Windows 7 with security updates and it is recommended to upgrade to Windows 10. Windows 10 will not support the XP software and WPD officers have lost the ability to query vehicle and driver information on our Mobile Data Terminals in our vehicles. This creates a multitude of problems. The update with Microsoft would cost us roughly \$300,000; the proposed Caliber update will cost approximately \$130,000. Additional information will be submitted again in this submission.

The FARO Focus 3D Scanner provides several benefits to public safety by quickly and accurately providing forensic analysis and pre-incident planning solutions. The departments main areas of utilization for the scanner would include crime scene investigation, crash reconstruction and safety planning.

The prisoner transport van is also a previous capital outlay. This equipment would be designated to transport multiple arrests at one time, provide safe transportation to and from the regional jail and court (when needed), and provide a safe transport for combative prisoners. This equipment would be valuable at our many large events when multiple arrests are a possibility.

The Transcend Tactical Robot is a state of the art, tactical application, that would be utilized during critical incidents. This robot is very mobile and can deliver a payload of up to 200 pounds. Specifics on this product will remain with me and not submitted with the proposal to maintain tactical integrity.

Finally, we are requesting funding for a replacement of a patrol K9 unit, specifically the dog. The transportation and some equipment are already in place. WPD K9 Keeni has retired and been replaced with Ozzy, an explosives detection K9. Her handler, CPL Jason Martin has assumed the duties of handling Ozzy and we are now short one patrol K9. The replacement for

the patrol K9 working dog is being proposed here. The canine and associated training is proposed at roughly \$15000 to \$17,000.

I am enclosing our Strategic Plan (Goals and Objectives), the Line-Item Budget Request Form, the Capital Outlay Schedule, the Program Justification Form, and other supporting documents. I am looking forward to meeting with you to examine and discuss our budget proposal further. Please do not hesitate to contact me should you have any questions or need additional information prior to our meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Schwertfeger". The signature is written in a cursive style with a large, sweeping initial 'S'.

Shawn Schwertfeger  
Chief of Police

Enclosures

## Wheeling Police Department Strategic Plan 2019

### **1. Reduce Crime and the Enhance Public Safety**

- Crime Free Multi-Housing Program (P-4) -- Chief Schwertfeger
- Transport Van (P-2) -- Sergeant Noice/Grants
- Expand Traffic Unit (P-4) -- Chief Schwertfeger
- Reduce motor vehicle accidents within the city to under (1,000) in 2019
  - Identify location and causation factors
  - Enforcement blitz
  - Education campaign
  - Enhance traffic unit
  - **Increased overall enforcement of traffic laws**
  - **Increased enforcement efforts of impaired driving**
  - **Identify and Certify at least 2 DRE officers**
  - **Update Crash Investigation Policy**
- Reduction in crime/ Quality of Life issues in Downtown/Market Street (P-1)
  - Initiative) Creation of a Business Coalition
  - Initiative) Enforcement Operations
  - Enhance Cameras downtown
  - Secure/Lobby for enhancements at Heritage Port (Lighting, Cameras, Blue Light Phones)
  - Review TRIKE acquisition
- Reduction in Panhandling (P-3)
- Enhancement of Vicious Dog Ordinance/Program (P-3)
- **Gun Violence Reduction Program**
- **Overdose and Drug Issues**
  - **Begin Implementing BUY/BUSTS**
  - **Overdose Outreach**
  - **Drug House Abatement Ordinance**

### **2. Enhance Community Outreach**

- Crisis Intervention Training (P-1) – Schwertfeger/Miller/Kepreos--COMPLETED
- Social Media for WPD (P-4) -- COMPLETED
- Neighborhood Resource Unit (P-4) – Chief Schwertfeger
- Creation and Implementation of a Police Explorer Program (P-2)—Chief Schwertfeger--COMPLETED
- **POPS with COPS (Ziegenfelder Initiative)**
- **Interdepartmental Diversity Training**
- **Civil Rights Training**
- **Bicycle Rodeos**
- **Homeless Outreach**
- **Safety Presentations at High Rise/ Public Housing**



### 3. Increase Efficiency

- False Alarm Program (P-1) – COMPLETED
- Crime Analyst (P-4) – Chief Schwertfeger -- COMPLETED
- Public Information Officer (P-4) – COMPLETED
- New Police Department Facility (P-3) – Chief Schwertfeger
- Specialized Vehicles (SWAT, CNT) (P-2) –Schwertfeger/Noice/Grants IN PROGRESS
- Reduction in number of outstanding warrants held by WPD (P-2)
  - **Warrant Reduction Operation**
- Tow/ Impound protocol and facilities (P-4) IN PROGRESS
- Online Reporting Program (P-3) No assignment
- **Domestic Violence Training**
- **Shoplifting initiatives and awareness**
- **Reducing Theft General**
  - **Operation Porch Pirates**
  - **Bait Car Operations**
  - **Awareness**
- Creation of Evidence Technician Unit (P-2) SGT Ferrell
- Update to WINDOWS 10---Major Noice

### 4. Emergency Preparedness

- Regional Command Vehicle Operations (P-2) – Sergeant Roxby
- Police Firing Range/Training Facility (P-1) -- Lieutenant Noice
- Drivers Training Team- COMPLETED/IN PROGRESS
- Explosive Ordinance Team (P-4) – Chief Schwertfeger
- Creation of a CIVIL DISTURBANCE UNIT (P-3) – No Assignment
- Critical Incident Training Enhancement (P-1)
  - Quarterly “Tabletop Exercises” that involve local businesses and multiple facets of the WPD Emergency Response – IN PROGRESS
- **ICS Training for All supervisory staff**
- Implementation of a Drone Program – CPL Martin

### 5. Occupational Safety and Wellness

- Wellness Program (P-2) -- No assignment
- Internal Facility/ Security (P-1) -- Sergeant McKenzie
  - Initiative) Window film upgrades
  - Initiative)New door in work area
  - Initiative) Issued identification for VISITORS--COMPLETED
  - Initiative) Improvements to work area
- Police Chaplain Program (P-5) – No assignment

Department/Division: Police		Department/Division Head: Shawn Schwertfeger						
Line Item (Number & Title)	Budget Current Year	Proposed Base	New Projects & Capital Outlay	Budget Request	Increase/Decrease	Approved by City Manager		
Parking Meter Officer 4700-10-1116	\$57,390		Projection on 5% for 26 pays	60,259.50	+2,869.50			
Deputy Chief (2) 4700-10-1221	\$140,018		Projection on 5% for 26 pays	147,018.90	+7,000.90			
Police Chief 4700-10-1222	\$86,087		Projection on 5% for 26 pays	90,391.35	+4304.35			
Admin Assistant 4700-10-1318	\$38,170		Projection on 5% for 26 pays	40,078.50	+1908.50			
Staff Associate 4700-10-1324	\$32,866		Projection on 5% for 26 pays	34,509.30	+1643.30			
Office Specialist 4700-10-1325	\$38,190		Projection on 5% for 26 pays	40,099.50	+1909.50			
Public Information Off. 4700-10-1330	\$44,534		Projection on 5% for 26 pays	46,760.70	+2226.70			
<b>Victim Specialist 4700-10-1332</b>	<b>\$29,850</b>		Projection on 5% for 26 pays	<b>31,342.50</b>	<b>+1492.50</b>			
<b>Victim Adv/Coord. 4700-10-1331</b>	<b>\$37,067</b>	<b>3-year Grant</b>	Projection on 5% for 26 pays	<b>38,920.35</b>	<b>+1853.35</b>			
Police Officer I (21) 4700-10-1508	\$926,016*		Projection on 5% for 26 pays	972,316	+\$46,300			
Police Officer II (20) 4700-10-1509	\$922,688*		Projection on 5% for 26 pays	968,814	+46,126			
Police Sergeant (15) 4700-10-1510	\$788,800*		Projection on 5% for 26 pays	813,758.40	+24,958.40			
Lieutenant (4) 4700-10-1511	\$226,267*		Projection on 5% for 26 pays	232,377.60	+61,106			
Crime Analyst 4700-10-1515	\$39,875.00		Projection on 5% for 26 pays	41,868.75	+1,993.75			
Crossing Guards 4700-10-1516	\$15,500.00		Seasonal- Minimum Wage (\$10.25)					
Police Corporals (15) 4700-10-1518	\$741,108*		Projection on 5% for 26 pays	760,032	+18,924			
Bonus/Attend. Bonus 4700-10-1523	\$40,000							

Department/Division: Police		Department/Division Head: Shawn Schwertfeger						
Line Item (Number & Title)	Budget Current Year	Proposed Base	New Projects & Capital Outlay	Budget Request	Increase/Decrease	Approved by City Manager		
<b>Civilian Intake Coord.</b> 4700-10-1532	\$93,731* <del>\$27,746</del> \$121,477		Additional line item 4700-10-1328 for civilian intake coordinator? I have them combined here.	127,550.8	+6,073.85			
Canine Compensation 4700-10-1534	\$12,119		Compensation for 4 K9's	19,136	+7,017			
<b>Contractual Overtime</b> 4700-10-1901	0			0				
Social Security 4700-10-1902	\$5,469							
Overtime 4700-10-1903	\$228,320			260,000	+31,680			
Longevity 4700-10-1905	\$23,712							
Police Pension 4700-10-1907	\$1,108,000							
Police Pension- State 4700-10-1915	\$171,600							
Eye-Dental-Life 4700-10-1920	\$82,394							
Hospitalization 4700-10-1921	\$821,499							
Medicare Contributions 4700-10-1924	\$59,798							
Communications Maint. 4700-20-2115	\$39,623							
Copy Machine 4700-20-2116	\$8,746							
Equipment Maint. 4700-20-2124	\$18,469							
Harley Motorcycles 4700-20-2125	\$2,779							
Investigations 4700-20-2132	\$11,000							
Insurance 4700-20-2134	\$250,844							
Department/Division: Police		Department/Division Head: Shawn Schwertfeger						

Line Item (Number & Title)	Current Year	Proposed Base	New Projects & Capital Outlay	Budget Request	Increase/Decrease	Approved by City Manager
Membership due 4700-20-2138	\$1,476		Annual dues increase.	2,000	+524	
Tech Ref. & Services 4700-20-2149	\$64,745		FARO annual support and number of In-Synch yearly license increase	79,745	+15,000	
Travel Expenses 4700-20-2153	\$33,073					
Spec. Schools-training 4700-20-2162	\$32,883					
New Hire-Training 4700-20-2163	\$18,229		Still 7 open positions to train and fill	25,000	+6,771	
Utilities 4700-20-2167	\$2,584					
Workers Compensation 4700-20-2172	\$112,921					
Telephone-LD-Charges 4700-20-2173	\$25,500					
Legal Expenses 4700-20-2176	\$20,000					
Postage 4700-20-3146	\$1,593					
Drug Task Force Grant 4700-20-3147	\$7,500					
K9 Maintenance 4700-20-3148	\$16,643					
SWAT team expense 4700-20-3149	\$15,000					
Specialization 4700-20-3150	\$11,170					
Grant Writers 4700-20-3160	\$6,918					
Damaged Clothing 4700-30-2110	\$8,227					
Clothing Allowance 4700-30-2112	\$40,305			55,000	+14,695	
Bullet Proof Vest 4700-30-2114	\$19,518					

Line Item (Number & Title)	Current Year	Proposed Base	New Projects & Capital Outlay	Budget Request	Increase/Decrease	Approved by City Manager
Ammunition & Targets 4700-30-3102	\$35,000					
Gas-Diesel-Oil 4700-30-3124	\$111,282		Increased fuel cost overall	125,000	+13,718	
Office Supplies 4700-30-3125	\$16,595					
Photo Finger Print Suppl 4700-30-3140	\$331					
Traffic Supplies 4700-30-3179	\$3,647					
DARE Supplies 4700-30-3180	\$1,347					
Grant 2019-DJ-BX-0788 4700-40-4022	\$45,163					
Grant 2019-V3-GX-0067 4700-40-4023	\$250,000					
Grant 2020-VD-BX-1118 4700-40-4024	\$145,513					
Capital Outlays- Police 4700-40-4151						
Def Comp 457 Contrib 4700-50-2174						

**WHEELING POLICE DEPARTMENT**  
**FY 2022-2023 Budget Increase Justification**

**Proposed Increases**

- **Overtime (4700.10.1903):** A relatively modest increase to compensate for the reduction from last fiscal year. With the staffing shortages as well as operations to combat crime trends, we require the funding to pay those seen and unforeseen overtime expenses. We are currently trending to go overbudget and request an increase of (\$31,680)
- **Gas-Diesel-Oil (4700.30.3124):** Again, due to trending overbudget and rising fuel costs, we are asking for an additional (\$13,718)
- **Tech Ref and Services (4700.20.2149):** This line item was increased last year and reflects the continual costs of new and necessary technology and the associated annual costs. Items like annual In-Synch licenses, Motorola analytics, our electronic time-reporting program and many others, require these costs. In this year's budget, a capital outlay involves a new crime scene mapping system called a FARO system has annual costs of upwards of nearly \$5,000. We are asking for an overall increase of (\$15,000)
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- **Clothing Allowance (4700.30.2112):** Each year, the city of Wheeling funds multiple uniform items for their police officers. The amount allocated each year for officers currently is at \$550. This pays for new uniforms, boots and other footwear, handcuffs, gun belt and a variety of other uniform and gear choices. These costs continue to rise and quickly run out after buying a few new uniforms and the annual pair of boots. My goal is to increase the individual allotment to \$700 per officer, thus the requested increase of (\$14,695)
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- **Membership Dues (4700.20.2138):** A modest request is being made of \$524 to help fund membership to a variety of reputable organizations that assist our members with their professional growth.

**CITY OF WHEELING  
DEPARTMENTAL BUDGET REQUEST  
FISCAL YEAR 2022 B 23**

**DEPARTMENT:  
DIVISION:  
FUND:**

PROGRAM/PROJECT	COST	PRIORITY*	JUSTIFICATION/EXPLANATION
1	2	3	4
Caliber 10 Mobile Software	\$130,000	1	To provide an operating system that supports up to date driver/vehicle information as well as past history for those vehicles/persons that have been run previously. Provides a real time dispatch log for supervisors to know who is closes to a dispatched call and who is still in service.
FARO Focus M70 Scanner	\$55,000	2	Quickly and accurately create photorealistic 3D images of crash reconstructions, crime scenes. Collection and cataloging the scene is critical to preventing evidence loss, increase safety and mitigating the economic losses of closed roadways.
Transport Van	\$60,000	3	Increase efficiency of manpower, prisoner and officer safety, reducing fuel/milage of vehicles that are making multiple WV Northern Regional Jail trips with multiple arrest or court hearing pick-ups and extraditions from other jurisdictions.
Tactical Robot	\$26,000	4	Remote-controlled, battery-operated robot to assist in SWAT, CNT, Hazmat operations and clearing structurally unsound buildings. Capable of delivering payloads for negotiations and taking video. Equipped with a platform for launching drones.
K9 Narcotics	\$15,000	5	Backfill the K9 narcotics/apprehension capabilities, allowing one (1) K9 per shift. This K9 will assist in narcotics detection, tracking and apprehension.

\* Number the priorities starting with 1 being the first priority, 2 the second priority and so on. There should only be one item per priority.



Wheeling Police Department  
1500 Chapline Street  
Wheeling, WV 26003  
Phone: (304) 234-3664  
Fax: (304) 234-3624  
[wheelingwv.gov/police](http://wheelingwv.gov/police)

## MEMORANDUM

**TO : Chief Schwertfeger**

**FROM : Major William Noice**

**DATE : 1-5-22**

**RE : Budget pay rates with 5% increase**

Current budget for POI is \$891,450.

If we were fully staffed at 21 POI's it would take \$926,016 at current wages.

Our T/O allows for 21 POIs to reach 78 officers.

A 5% increase on current wages at full staff would bring the total to \$972,316.

$(\$44,096 \times 5\% = 2204.80 + 44,096 = \$46,300.80 \times 21 = \$972,316.80)$

**Increase of \$80,866.00 over current budgeted amount.**

Current budget for POII is \$705,888.

If we were fully staffed at 20 POII's it would take \$922,688 at current wages.

We have six (six) POII openings that will be filled in 2022.

A 5% increase on current wages at full staff would bring the total to \$968,814.

$(\$46,134 \times 5\% = \$2306.70 + 46,134 = \$48,440.70 \times 20 = \$968,814.00)$

**Increase of \$262,926 over current budgeted amount.**

**Increase of \$46,126.00 over amount should be to cover wages.**

Current budget for Corporal is \$741,108.

If we were fully staffed at 15 corporals it would take \$723,840 at current wages.

A 5% increase on current wages at full staff would bring the total to \$760,032.

$(\$48,256 \times 5\% = 2412.80 + 48,256 = \$50,668.80 \times 15 = \$760,032.00)$

**Increase of \$18,924.00 over current budgeted amount.**

Current budget for Sergeant is \$788,800.

If we were fully staffed at 15 sergeants it would take \$775,008 at current wages.

A 5% increase on current wages at full staff would bring the total to \$813,758.40.

$(\$51,667.20 \times 5\% = 2583.36 + 51,667.2 = \$54,250.56 \times 15 = \$813,758.40)$

**Increase of \$24,958.40 over current budgeted amount.**



Current budget for Lieutenant is \$226,267.

If we were fully staffed at 4 Lieutenants it would take \$221,312 at current wages.

A 5% increase on current wages at full staff would bring the total to \$232,377.60.

( $55,328 \times 5\% = 2766.40 + 55,328 = \$58,094.40 \times 4 = \$232,377.60$ )

**Increase of \$61,106.60 over current budgeted amount.**

Current budget for Major is \$140,018.

If we were fully staffed at 2 majors it would take \$138,019.96 at current wages.

A 5% increase on current wages at full staff would bring the total to \$144,920.96.

( $\$69,009.98 \times 5\% = 3450.50 + 69,009.98 = \$72,460.48 \times 2 = \$144,920.96$ )

**Increase of \$4,902.96 over current budgeted amount.**

Chief	1
Major	2
Lt	4
Sgt	15
Cpl	15
POII	20
<u>POI</u>	<u>21</u>
	78

CITY OF WHEELING  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>POLICE DEPARTMENT</b>						
<b>PERSONNEL &amp; BENEFITS</b>						
001.4700.10.1116	PARKING METER OFFICER	57,390	6,391.20	31,825.60	0.00	25,564.40 55.45
001.4700.10.1221	DEPUTY CHIEF	140,018	15,925.38	76,318.44	0.00	63,699.56 54.51
001.4700.10.1222	POLICE CHIEF	86,087	9,817.77	46,816.26	0.00	39,270.74 54.38
001.4700.10.1318	ADMINISTRATIVE ASSISTANT	38,170	4,288.80	21,014.41	0.00	17,155.59 55.05
001.4700.10.1324	STAFF ASSOCIATE	32,866	3,676.80	18,158.40	0.00	14,707.60 55.25
001.4700.10.1325	OFFICE SPECIALIST	38,190	4,291.20	21,025.60	0.00	17,164.40 55.06
001.4700.10.1328	Civilian Intake Coordinator	27,746	3,343.20	14,372.80	0.00	13,373.20 51.80
001.4700.10.1330	Public Information Officer	44,534	5,023.20	24,441.60	0.00	20,092.40 54.88
001.4700.10.1331	VICTIM SPECIALIST	29,850	3,328.83	16,534.44	0.00	13,315.56 55.39
001.4700.10.1332	VICTIM ADVOCATE COORDINATOR	37,067	4,161.60	20,420.80	0.00	16,646.20 55.09
001.4700.10.1508	POLICE OFFICER I	891,450	114,844.72	545,687.88	0.00	345,762.12 61.21
001.4700.10.1509	POLICE OFFICER II (15)	705,888	80,387.61	377,084.70	0.00	328,803.30 53.42
001.4700.10.1510	POLICE SERGEANT (20)	788,800	77,529.60	399,517.26	0.00	389,282.74 50.65
001.4700.10.1511	LIEUTENANT (4)	226,267	19,152.00	129,621.96	0.00	96,645.04 57.29
001.4700.10.1515	CRIME ANALYST	39,875	4,485.54	21,932.52	0.00	17,942.48 55.00
001.4700.10.1516	CROSSING GUARDS	15,500	2,091.27	6,991.27	0.00	8,508.73 45.10
001.4700.10.1518	POLICE CORPORALS (15)	741,108	81,383.20	383,313.18	0.00	357,794.82 51.72
001.4700.10.1523	BONUS/ATTND. BONUS	40,000	0.00	22,000.00	0.00	18,000.00 55.00
001.4700.10.1532	CIVILIAN INTAKE	93,731	10,353.60	52,431.20	0.00	41,299.80 55.94
001.4700.10.1534	Canine Compensation	12,119	1,656.00	7,728.05	0.00	4,390.95 63.77
001.4700.10.1901	CONTRACTUAL OVERTIME	0	0.00	140.00	0.00	140.00 0.00
001.4700.10.1902	SOCIAL SECURITY	5,469	530.42	2,656.76	0.00	2,812.24 48.58
001.4700.10.1903	OVERTIME	228,320	46,905.01	202,741.77	0.00	25,578.23 88.80
001.4700.10.1905	LONGEVITY	23,712	2,838.00	13,789.00	0.00	9,923.00 58.15
001.4700.10.1907	POLICE PENSION	1,472,548	76,867.84	627,199.79	0.00	845,348.21 42.59
001.4700.10.1915	POLICE PENSION-STATE	167,030	22,009.00	99,146.63	0.00	67,883.37 59.36
001.4700.10.1920	EYE-DENTAL-LIFE INS.	82,394	5,316.87	31,333.85	0.00	51,060.15 38.03
001.4700.10.1921	HOSPITALIZATION INS.	821,499	66,154.65	406,023.31	0.00	415,475.69 49.42
001.4700.10.1924	MEDICARE CONTRIBUTIONS	59,798	6,672.58	32,684.03	0.00	27,113.97 54.66
<b>TOTAL PERSONNEL &amp; BENEFITS</b>		<b>6,947,426</b>	<b>679,425.89</b>	<b>3,652,951.51</b>	<b>0.00</b>	<b>3,294,474.49 52.58</b>
<b>OTHER EXPENSES</b>						
001.4700.20.2115	COMMUNICATION MAINT CONT	39,623	3,444.58	26,963.95	0.00	12,659.05 68.05
001.4700.20.2116	COPY MACHINE	8,746	1,105.23	4,309.85	0.00	4,436.15 49.28
001.4700.20.2124	EQUIPMENT MAINTENANCE	18,469	2,010.14	14,098.19	0.00	4,370.81 76.33
001.4700.20.2125	Harley Motorcycles	2,779	0.00	291.54	0.00	2,487.46 10.49
001.4700.20.2132	INVESTIGATIONS	11,000	253.85	2,144.13	0.00	8,855.87 19.49
001.4700.20.2134	INSURANCE	250,844	57,034.77	182,766.76	55,683.39	12,393.85 95.06
001.4700.20.2138	MEMBERSHIP DUES	1,476	0.00	1,222.00	0.00	254.00 82.79
001.4700.20.2149	TECH REF. & SERVICES	64,745	471.33	7,304.24	0.00	57,440.76 11.28
001.4700.20.2153	TRAVEL EXPENSES	33,073	1,370.77	13,446.66	0.00	19,626.34 40.66
001.4700.20.2162	SPEC. SCHOOLS-TRAINING	32,883	7,949.00	18,515.00	0.00	14,368.00 56.31
001.4700.20.2163	New Hires - Training	18,229	1,243.89	18,821.64	0.00	592.64 103.25
001.4700.20.2167	UTILITIES	2,584	237.56	1,207.97	0.00	1,376.03 46.75

CITY OF WHEELING  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001.4700.20.2171	WORKERS COMPENSATION	112,921	0.00	0.00	0.00	112,921.00	0.00
001.4700.20.2173	TELEPHONE-LD CHGS.	25,500	2,103.68	11,066.21	0.00	14,433.79	43.40
001.4700.20.2176	LEGAL EXPENSES	20,000	0.00	30,115.09	0.00	10,115.09	150.58
001.4700.20.3146	POSTAGE	1,593	0.00	751.13	0.00	841.87	47.15
001.4700.20.3147	Drug Task Force Grant Match	7,500	0.00	0.00	0.00	7,500.00	0.00
001.4700.20.3148	K-9 Maintenance	16,643	407.01	4,514.44	0.00	12,128.56	27.13
001.4700.20.3149	SWAT Team Expenses	15,000	0.00	0.00	0.00	15,000.00	0.00
001.4700.20.3150	SPECIALIZATION	11,170	1,516.14	6,706.16	0.00	4,463.84	60.04
001.4700.20.3160	GRANT WRITERS	<u>6,918</u>	<u>0.00</u>	<u>1,750.00</u>	<u>0.00</u>	<u>5,168.00</u>	<u>25.30</u>
TOTAL OTHER EXPENSES		701,696	79,147.95	345,994.96	55,683.39	300,017.65	57.24
<b>SUPPLIES</b>							
001.4700.30.2110	DAMAGED CLOTHING REP	8,227	0.00	1,816.12	0.00	6,410.88	22.08
001.4700.30.2112	CLOTHING ALLOWANCE	40,305	4,193.71	26,205.58	0.00	14,099.42	65.02
001.4700.30.2114	Bullet Proof Vest	19,518	1,785.00	4,985.00	0.00	14,533.00	25.54
001.4700.30.3102	AMMUNITION & TARGETS	35,000	1,600.00	18,342.01	0.00	16,657.99	52.41
001.4700.30.3124	GAS-DIESEL-OIL	111,282	12,720.79	73,256.06	0.00	38,025.94	65.83
001.4700.30.3135	OFFICE SUPPLIES	16,595	214.95	2,908.69	0.00	13,686.31	17.53
001.4700.30.3140	PHOTO FINGER PRINT SUPPL	331	0.00	1,046.75	0.00	715.75	316.24
001.4700.30.3179	TRAFFIC SUPPLIES	3,647	0.00	434.42	0.00	3,212.58	11.91
001.4700.30.3180	DARE Supplies	<u>1,347</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,347.00</u>	<u>0.00</u>
TOTAL SUPPLIES		236,252	20,514.45	128,994.63	0.00	107,257.37	54.60
<b>CAPITAL EXPENSES</b>							
001.4700.40.4021	Grant 2018 DJ-BX-0264	28,569	0.00	0.00	0.00	28,569.00	0.00
001.4700.40.4022	GRANT 2019-DJ-BX-0788	45,163	4,685.18	4,685.18	0.00	40,477.82	10.37
001.4700.40.4023	GRANT 2019-V3-GX-0067	250,000	0.00	69.20	0.00	249,930.80	0.03
001.4700.40.4024	GRANT 2020-VD-BX-1118	145,513	0.00	0.00	0.00	145,513.00	0.00
001.4700.40.4151	Capital Outlays - Police	<u>105,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>105,000.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENSES		574,245	4,685.18	4,754.38	0.00	569,490.62	0.83
<b>CONTRIBUTIONS</b>							
001.4700.50.2174	Def Comp 457 Contrib	<u>4,973</u>	<u>591.78</u>	<u>2,821.34</u>	<u>0.00</u>	<u>2,151.66</u>	<u>56.73</u>
TOTAL CONTRIBUTIONS		4,973	591.78	2,821.34	0.00	2,151.66	56.73
TOTAL POLICE DEPARTMENT		8,464,592	784,365.25	4,135,516.82	55,683.39	4,273,391.79	49.51
TOTAL EXPENDITURES		8,464,592	784,365.25	4,135,516.82	55,683.39	4,273,391.79	49.51
REVENUE OVER/(UNDER) EXPENDITURES		( 8,464,592)	( 784,365.25)	( 4,135,516.82)	( 55,683.39)	( 4,273,391.79)	49.51

CITY OF WHEELING  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2021

001-GENERAL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 50.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>EXPENDITURE SUMMARY</u>						
<u>POLICE DEPARTMENT</u>						
PERSONNEL & BENEFITS	6,947,426	679,425.89	3,652,951.51	0.00	3,294,474.49	52.58
OTHER EXPENSES	701,696	79,147.95	345,994.96	55,683.39	300,017.65	57.24
SUPPLIES	236,252	20,514.45	128,994.63	0.00	107,257.37	54.60
CAPITAL EXPENSES	574,245	4,685.18	4,754.38	0.00	569,490.62	0.83
CONTRIBUTIONS	<u>4,973</u>	<u>591.78</u>	<u>2,821.34</u>	<u>0.00</u>	<u>2,151.66</u>	<u>56.73</u>
TOTAL POLICE DEPARTMENT	8,464,592	784,365.25	4,135,516.82	55,683.39	4,273,391.79	49.51
TOTAL EXPENDITURES	8,464,592	784,365.25	4,135,516.82	55,683.39	4,273,391.79	49.51
REVENUE OVER/(UNDER) EXPENDITURES	( 8,464,592)	( 784,365.25)	( 4,135,516.82)	( 55,683.39)	( 4,273,391.79)	49.51

## Shawn Schwertfeger

---

**From:** William Noice  
**Sent:** Friday, January 7, 2022 1:46 PM  
**To:** Shawn Schwertfeger  
**Subject:** Canine compensation

These figures were provided by Cpl. Martin.  
I have not verified current WV minimum wage or if a change occurs before July 1, 2022.

For 4 handlers K9 compensation would be \$19,136 a year.  
Current budgeted amount is \$12,119.

1 hour a day at time and a half WV minimum wage = \$13.13 a day (\$8.75 was used for minimum wage)  
\$184 each pay day per handler  
26 pay days in 2022 = \$4,784 per handler  
 $\$4,784 \times 4 = \$19,136$

Only way this would change would be if the WV minimum wage is increased.



Deputy Chief William Noice, FBINA 272  
Patrol Operations Commander  
Wheeling Police Department  
1500 Chapline Street  
Wheeling WV 26003

[wnoice@wheelingwv.gov](mailto:wnoice@wheelingwv.gov)  
304-905-2065 Cell  
304-234-3751 Office

A	B	C	D	E	F
Annual maintenance fees/service agreements/contracts					
	Company	Total Amount	Monthly/yearly	Due	Notes
1					
2					
3	Technology Ref & service	\$19,074.96	\$1,589.58		\$319 increase per license added for support
4	Technology Ref & service	\$500.00	annually		Motorola crime report software interface (Comm. Central)
5	Technology Ref & service	\$22,440	\$1,870 monthly		Managed Service Agreement (10 hours a month)
6	Technology Ref & service	\$3,921	annually	7/1/2021	MS Office 365 Exchange Plan 1 email
7	Technology Ref & service	\$2,727.00	annually	6/30/2022	Barracuda Server Backup
8	Technology Ref & service	\$375.00	annually	6/30/2022	Laptop managed agreement Range/Taser LT & ProBook 450
9	Technology Ref & service	1105	annually	10/15/2021	Hyper V, Server management
10	Technology Ref & service	\$4,174.00	annually		Sophos Firewall
11	Technology Ref & service	\$2,000.00	as needed		work over the service agreement 10 hours
12	Technology Ref & service	\$5,681	annually		\$5,860.04 for 21-22
13	Technology Ref & service	\$3,040	annually		scheduling software and support
14	Technology Ref & service	\$1,197	annually		FTO software
15	Technology Ref & service	\$4,531	annually		Policy software
16	Technology Ref & service	\$4,200	annually		Detectives
17	Technology Ref & service	\$4,600	annually		ART, Crime scenes
18		\$79,566			
19	Communication Maint.				
20	Communication Maint.	\$4,427	yearly	21-Sep	Agreement is August to August
21	Communication Maint.	\$350		11-Nov	Maintenance support agreement
22	Communication Maint.	\$396	\$99 each for 4	21-Apr	License agreement yearly
23	Communication Maint.	\$18,100			software to run license information
24	Communication Maint.	\$15,000.00	one time fee		Build interface with Analytix in 2021 (wont build)
25	Communication Maint.	\$1,350.00	yearly		Maintenance support agreement for online reporting
26	Communication Maint.	\$960.00	monthly		paid from CARES Act grant- reserved \$24,000 for this
27		\$40,583.00			
28	Equipment Maintenance				
29	Equipment Maintenance	\$100 month	\$1,200		AmeriLube in fulton charges us \$1.00 per car wash
30	Equipment Maintenance		\$1,000		Minit carwash/panhandle
31	Equipment Maintenance		\$2,000		dash cam, body cam repair, etc.
32	Equipment Maintenance		\$2,500		stripping of cruisers for auction
33	Equipment Maintenance		\$300		CR123, AA, AAA, CR2032
34	Equipment Maintenance		\$1,000		nitrile gloves, sanitizer
35	Equipment Maintenance		\$2,200		field test kits
36	Equipment Maintenance		\$600		varies by use
37	Equipment Maintenance		\$200		Replacement cards for camera and dash video
38	Equipment Maintenance		\$150		burning video evidence
39	Equipment Maintenance		\$3,600		Varies month to month but historically this would cover it

	A	B	C	D	E	F
40	<b>Equipment Maintenance</b>	<b>Water cooler</b>	<b>\$184 month</b>	<b>\$2,208</b>		
41	Equipment Maintenance	Cintas		\$500.00		Medical cabinet
42				<b>\$16,958</b>		
43				Telephone- LD Charges		
44	Telephone- LD Charges	FirstNet Cellular	<b>\$25,178.64</b>			\$26.50 per additional service
45	<b>Membership Dues</b>					
46	Memberships	NRA \$35	\$140	annually	1/1/2020	4 memberships for Range Instructors
47	Memberships	WLOC \$35	\$70	annually	2/1/2020	2 memberships to WLOC
48	Memberships	FBINA \$95	\$190	annually	12/31/2020	2 memberships to FBINA National Chapter
49	Memberships	FBINA WV	\$80	annually		2 memberships to FBINA WV Chapter
50	Memberships	IACP \$190	\$760	annually		4 memberships to IACP (Chief/Noice/Sanders/Raddish
51	Memberships	WVCOPA \$100	\$60	annually		Chief, Noice, Sanders, Saftred who else?
52	Memberships	IPMBA \$60	\$1,300	annually		Sanders to maintain instructor cert. (lost this)
53						Polygraph Association
54				Future purchases to be made		
55		Digital Ally Cloud	\$9,000	yearly		
56	Communication Maint. Cont	Mobile One		\$127,000 purchase		software to run license information
57	In-Synch Licenses	In-Synch RMS	\$19,950			10 additional licenses cost \$1,995 each/one time purchase
58				Spec. Schools-Trainig		
59	Spec. Schools-Trainig	Police One Academy	\$3,192	annually	10/1/2019	
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Wheeling Police Department  
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## Wheeling Police Department Releases 2021 Crime Statistics

**WHEELING, W.Va.** – The Wheeling Police Department is pleased to share its annual crime statistics for 2021. Overall, the data collected over the last year indicates slight improvements in certain categories, including the ongoing battle with illegal drug usage and other violent crimes.

Wheeling Police Chief Shawn Schwertfeger said he is very happy with the current trends in the numbers captured the last 12 months and said the City of Wheeling remains a very safe area to live.

"The residents of the City of Wheeling should be extremely proud of the Wheeling Police Department's officers and civilian staff," said Schwertfeger. "Despite year-long staffing issues with COVID related illnesses and delays in hiring, we carried on our mission to enhance the quality of life in and around Wheeling."

Total calls for service were up 5%, the first increase in years. This is mainly due a more normalized year that saw increased traffic volume on area roadways, more officer-initiated calls, special policing operations and the return of community activities, festivals, and events.

The most noted improvement throughout 2021 was less drug related overdoses, a decrease of 9% from the previous year, and the first noticeable reduction in roughly five years. "It is possible we are turning a corner on the hundreds of overdoses we respond to yearly," said Chief Schwertfeger. "Thanks to the continued partnership with organizations like Serenity Hills Life Center, investigations with our Drug Task Force and more education and treatment, we hope the trend continues downward."

For specific crime related information, the data is divided into two areas – "Group A" offenses, which are generally more serious (homicide, robbery, sex crimes), and "Group B" offenses, which involve more nuisance, quality of life, property crimes and highway safety/traffic offenses.

"Group A" offenses (more serious crimes) went down 5%. Most areas, including assaults, burglary, robbery, vandalism, thefts and sexual related crimes dropped. Categories that saw increases were drug offenses, fraudulent related crimes/schemes, and child pornography cases.

"Group B" offenses (less serious crimes) were up roughly 10%. The fluctuation in numbers from the year prior is believed to be caused by a heavier focus on more nuisance related crimes, which in turn leads to lower "Group A"/serious crimes being committed.

### → **Group A** (more serious crimes) **DECREASED 5%**

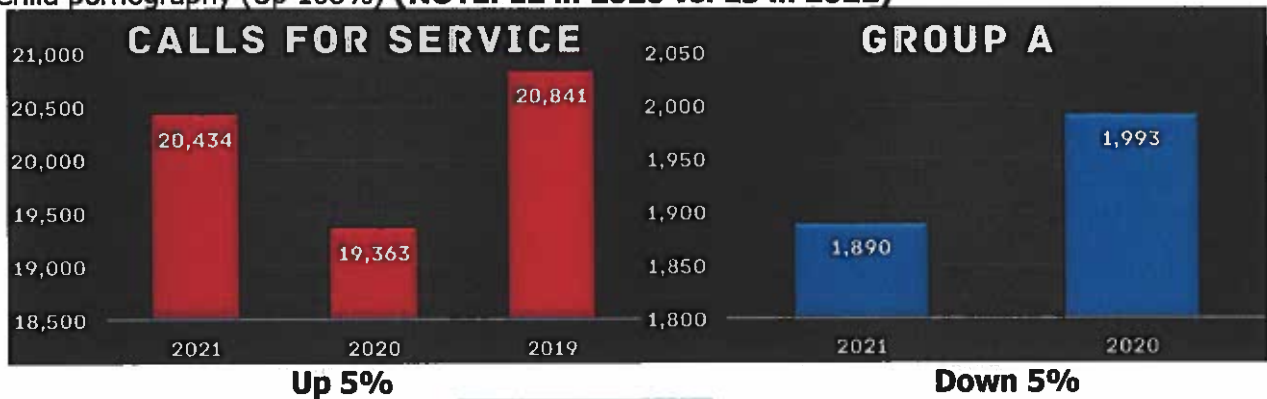
Categories that **decreased** from the previous year:

- Assaults (Down 5%)
- Burglary (Down 32%)
- Robbery (Down 48%)
- Vandalism (Down 18%)
- Larceny/Thefts (Down 5%)
- Sex Offenses (Down 25%)



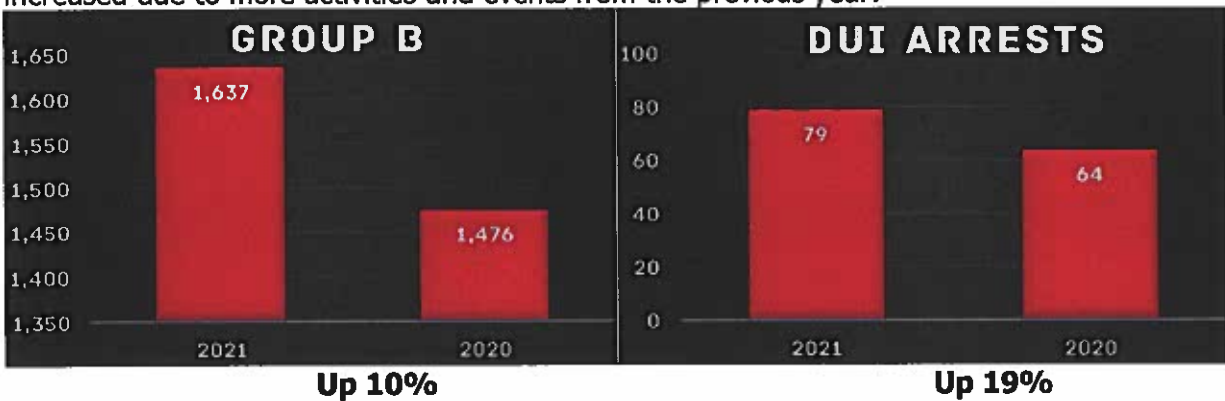
Categories that **increased** from the previous year:

- Drug Offenses (Up 17%)
- Fraud (Up 26%)
- Child pornography (Up 108%) **(NOTE: 12 in 2020 vs. 25 in 2021)**



→ **Group B** (less serious crimes) **INCREASED 10%**

All Group B offenses went up from the previous year due to more proactive policing and focusing more attention on nuisance related complaints from the community. DUI enforcement also increased due to more activities and events from the previous year.



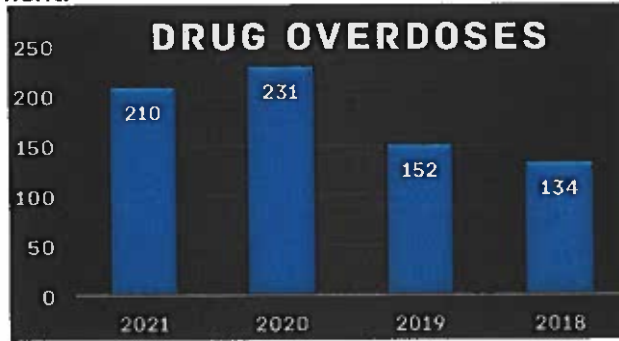
→ **Traffic Enforcement**

More events and activities prompted the increase of travelers on area roadways in 2021. More crashes were reported in the city when comparing the previous two years. Traffic citations were down a little but were still on par from the previous year. Officers spent the majority of their time working traffic enforcement inside the I-70 construction zone.

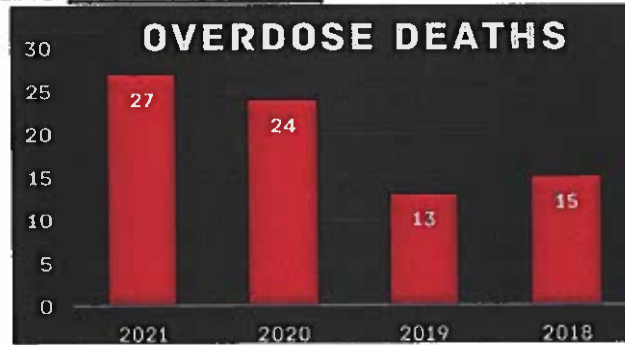


→ **Drug Overdoses** DECREASED 9%

Drug-related overdoses went down for the first time in more than five years. In 2021, overdose related deaths increased slightly over the previous year, but seem to be leveling off based on previous data. Drug overdoses reflect on various types of illegal narcotics, and not just one certain type of drug. In addition to overdose related calls, WPD answered 286 medical calls with the Wheeling Fire Department.



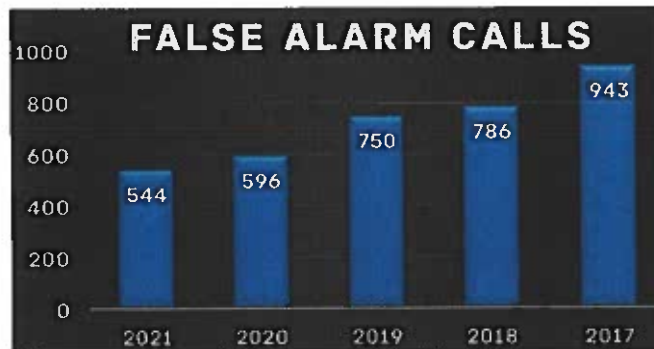
→ **Overdose Deaths** INCREASED 13%



*\*NOTE: Overdose death numbers can change after annual statistics are released because of current pending cases with the state medical examiner's office\**

→ **False Alarm Calls** DECREASED 8%

The False Alarm Reduction Program was implemented five years ago with the goal to gradually decrease the number of false burglar alarms officers were responding in hopes to ease the burden on the patrol division. In the last year, the number of false alarms the department responded to from the previous year continued to decline. From 2020 to 2021, alarm calls decreased by 20%. In the last five years, total a false alarm related calls have been reduced by 42%.



**Down 8%**



### **Victim Coordinator**

**Definition:** The Victim Coordinator is responsible for coordinating a program that provides comprehensive services to crime victims and witnesses in the City of Wheeling in accordance with the Code of the State of West Virginia.

**Essential Functions:** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

#### **Tasks:**

- Provide written material to victims and witnesses which explain how to obtain a variety of services.
- Provides information to crime victims about the court process in general and their case specifically.
- Accompanies crime victims/witnesses to court proceedings.
- Accompanies crime victims during interview by police detectives as appropriate.
- Provides emergency services on an on-call basis and accompanies police officers in delivering death notifications as needed.
- Provides in service training to police officers.
- Accompanies crime victims to Magistrate seek emergency protective orders.
- Accompanies victims of sexual assault to the hospital for forensic examinations.
- Actively participates in local, state and /or national organizations such as Multi-Disciplinary teams involving the physical and sexual abuse of children.
- Assists victims of family violence, stalking and serious bodily injury obtain protective orders.
- Other duties within the department as assigned.

#### **Knowledge, Skills, and Other Characteristics:**

- Knowledge of the criminal justice system.
- Ability to perform general office tasks, including routine documentation and reporting writing.
- Skill in establishing relationships with individuals and working with people in various settings.
- Ability to maintain confidentiality of information and security of record.
- Ability to communicate during difficult and stressful happenings.
- Provide client advocacy and encouragement.

**Materials and Equipment:**

Telephone    Computer    Standard Office Equipment

WV State Code

**Mental and Physical Abilities:** Mental work efforts require providing office assistance involving complex, confidential, and highly sensitive information. Serving the public and responding to individuals as needed. Physical requirements include sitting for long periods of time, standing, visual acuity, eye/hand coordination and moving light (0 - 25 lbs.) of material short distances on occasion.

**Working Conditions:** Work involves a normal office environment.

**Evaluation:** Performance will be evaluated on the ability and effectiveness in carrying out the above responsibilities and by the created program advisory board.

**Qualifications:**

- Bachelor's degree in social work, psychology, criminal justice, or related field.
- Demonstrated experience working in the criminal justice system preferred.
- Minimum of 3 years work in related fields preferably.

Must have a valid driver's license.

**FLSA Status:** Non-exempt

***This is a grant-funded position with an anticipated end date of approximately three (3) years. Although the grant is expected to end, sometimes additional funding can be obtained to extend a grant beyond the termination date. If that would occur, your employment status under the grant may be extended.***



## VICTIM SPECIALIST

**Definition:** The Victim Specialist is responsible for coordinating a program that provides comprehensive services to crime victims and witnesses in the City of Wheeling in accordance with the Code of the State of West Virginia.

**Essential Functions:** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

### **Tasks:**

- Provide written material to victims and witnesses which explain how to obtain a variety of services.
- Provide witness crisis intervention services and specialized counseling, emergency assistance, and supportive services (including food and shelter) if necessary.
- Informs victims about financial assistance and social services available.
- Counsels victims about their options with respect to the criminal justice process.
- Provides information to victims on the developments of the investigation and/or adjudication of their cases.
- Prepares adult and child victims/witnesses for participation in trial proceedings through counseling, courtroom tours, accompaniment to court and explanation of the judicial process.
- Advises and assists victims with victim impact statements and provides support through the same.
- Performs administrative and program management activities as directed by the Coordinator, including grant reporting and benchmark assessment.
- Other duties within the department as assigned.

### **Knowledge, Skills, and Other Characteristics:**

- Knowledge of the criminal justice system.
- Ability to perform general office tasks, including routine documentation and reporting writing.
- Skill in establishing relationships with individuals and working with people in various settings.
- Ability to meet with individuals in their homes, supply transportation to meetings and court (when needed).
- Ability to work with a variety of stakeholders, including but not limited to: victims, members of law enforcement, staff within the Prosecuting Attorney's Office, and various other agencies within the justice system.
- Ability to communicate during difficult and stressful happenings.

**Materials and Equipment:**

Telephone    Computer    Standard Office Equipment  
WV State Code

**Mental and Physical Abilities:** Mental work efforts require providing office assistance involving complex, confidential, and highly sensitive information. Serving the public and responding to individuals as needed. Physical requirements include sitting for long periods of time, standing, visual acuity, eye/hand coordination and moving light (0 - 25 lbs.) of material short distances on occasion.

**Working Conditions:** Work involves a normal office environment.

**Qualifications:**

- Bachelor's degree in social work, psychology, criminal justice, or related field.
- Demonstrated experience working in the criminal justice system preferred.

**FLSA Status:** Non-exempt

*This is a grant-funded position with an anticipated end date of approximately three (3) years. Although the grant is expected to end, sometimes additional funding can be obtained to extend a grant beyond the termination date. If that would occur, your employment status under the grant may be extended.*

<b>Wheeling Police</b> Department Policy Manual	<b>Victim Advocates Program</b>	DPM 3.1.10 Effective date 05/01/2020
<b>Approved by:</b>  <b>Chief of Police</b>	<b>Chapter:</b>  <b>Investigations</b>	<b>Pages:</b>  <b>1 to 7</b>

1. **PURPOSE:**

To provide crisis intervention, advocacy, and access to resources that reduce the impact of trauma on individuals and their families.

2. **POLICY:**

The Victim Advocate Program realizes the harmful impact of criminal victimization on individuals and their families. The trauma that a crime victim endures often leads to severe mental, physical, and economic consequences for the victim. The Victim Advocate Program promotes the immediate emotional and physical care for all crime victims, witnesses and their families where they are treated with dignity, respect and sensitivity. A victim's ability to recover from the trauma of a crime has been directly linked to the response of others to their trauma, particularly the response of law enforcement authorities to a victim who comes forward to report the crime. The Victim Coordinator and the Victim Specialist will inform crime victims of services available through the community and publicize information on how to contact the offices, and shall provide crisis intervention, support, and advocacy for all victims of crime and their families.

3. **RIGHTS OF CRIME VICTIMS:**

A. **REQUEST FOR CONFIDENTIALITY:**

1. NO member of the Wheeling Police Department shall access, disclose, nor knowingly permit the access to or disclosure of information within the possession of the Wheeling Police Department to any person or entity except as necessary in the performance of his/her official duties and in compliance with relevant civil and criminal statutes.

B. **CONFIDENTIALITY FOR SYSTEM-BASED ADVOCATES:**

1. The Victim Coordinator and Victim Specialist are system-based advocates, who are employed by the Wheeling PD. System-based advocates may provide limited (i.e., system specific) services therefore often collaborate with community-based advocates to ensure victims have access to all available resources. System-based advocates do not hold privilege and confidentiality protections in the same manner as community-based advocates.

2. System-based advocates roles involves mandatory reporting. As employees of the Wheeling P.D. these obligations of mandatory reporting are allotted to the Victim Coordinator and Victim Specialist.
3. The Victim Coordinator and Victim Specialist are required to share all information with Law Enforcement that may be relevant to the case or threats of harm.
4. The Victim Coordinator and Victim Specialist will inform the crime victim at the beginning of the conversation that they are mandatory reporters for the Wheeling P.D.

C. VICTIMS' RIGHTS:

1. In recognition of the rights and needs of victims or witnesses to a crime, the West Virginia Legislature enacted the "Victim Protection Act of 1984" which states the following:

"to enhance and protect the necessary role of crime victims and witnesses in the criminal justice process and to ensure that the state and local governments do all that is possible within the limits of available resources to assist victims and witnesses of crime without infringing the continual rights of the defendant"  
W.V.a.61-11A-1(b)

- Enacted in October 2004, The Crime Victims' Rights Act authorizes program efforts to:  
Help victims assert and encourage enforcement of victims' rights
- Promote compliance with victims' rights laws
- Fund grant programs and other activities to implement provisions
- Provides an enforcement mechanism for rights delineated in the Act

There are certain fundamental rights for crime victims. These include the following:

- a. Right to be treated with dignity and respect
- b. Right of notification
- c. Right to be present
- d. Right to be heard
- e. Right to have protection from intimidation and harm
- f. Right to restitution
- g. Right to information and referral
- h. Right to apply for compensation
- i. Right to speedy proceeding



4. **PROCEDURES: VICTIM ADVOCATES RESPONSIBILITIES:**

A. VICTIM COORDINATOR/ADVOCATE: RESPONSIBILITIES:

1. Victim Coordinator will work with Family Violence, stalking, sexual assault and serious bodily injury crime victims and provide crisis intervention, and help obtain protective orders.
2. Victim Coordinator accompanies crime victims during interviews by police detectives/officers as appropriate.
3. Victim Coordinator accompanies crime victims/witnesses to court proceedings.
4. Victim Coordinator will provide emergency services on an on-call basis and accompanies police officers in delivering death notifications as needed.
5. Victim Coordinator accompanies crime victims to Magistrate to help seek emergency protective orders.
6. Victim Coordinator may accompany victims of sexual assault to the hospital for forensic examinations.
7. Victim Coordinator will provide crisis intervention to family members/significant others in conjunction with overdose victims.
8. Victim Coordinator refers crime victims to community resources (counseling, social services, financial assistance, medical assistance.)
9. Victim Coordinator participates in local, state and or national organizations such as Multi-Disciplinary teams involving the physical and sexual abuse of children, and assists the Chair in running the Advisory Committee meetings.
10. Victim Coordinator provides in-service training to police officers and offers educational programs to local agencies.
11. Victim Coordinator oversees the Victim Advocate grant, maintains necessary client and financial record and adheres to appropriate and related reporting requirements.
12. Victim Coordinator supervises staff of one, Victim Specialist.
13. In the event the Victim Advocate Program is made aware of any allegations of misconduct by an officer that would result in an investigation by an outside agency, a referral shall be made to the

prosecuting attorney's office, as well as the Wheeling Police Department's Office of Professional Standards. (WPD Policy # 2015-002)

B. **VICTIM SPECIALIST PROGRAM RESPONSIBILITIES:**

1. Victim Specialist will provide written material to victims and witnesses which explain how to obtain services.
2. Victim Specialist informs victims about financial assistance and social services available and will provide written materials to victims and witness which explain how to obtain services.
3. The Victim Specialist provides information to victims on developments in the investigation and adjudication of their cases.
4. Victim Specialist will manage the Handle with Care program and be responsible for notifications to schools/child care facilities.
5. Victim Specialist refers crime victims to community resources (counseling, social services, financial assistance, medical assistance.)
6. Victim Specialist will coordinate with other agencies to help implement direct services to crime victims.
7. Victim Specialist process vouchers for payment for all certified costs as appropriate.
8. Victim Specialist will work with victims of crimes regarding theft, fraud and victim assistance.
9. Victim Specialist performs administrative and program management activities as directed by the Victim Coordinator, including grant reporting and meeting benchmarks.
10. Victim Specialist may participate in Community Watch Programs and may attend Community Watch Meetings.
11. Victim Specialist may conduct various presentations throughout the community regarding crimes and crime victims.

5. **OFFICERS RESPONSIBILITIES:**

- A. Patrol officers/Detectives shall always assure the immediate safety of the victim(s) and contact emergency medical services, if indicated.

- B. Where applicable, officers should inform the victim of the necessity of taking photographs of the person and removing personal belongings for evidence.
- C. Officers should use tact in explaining evidence collection procedures because of the potential trauma experienced by the victim and their subsequent emotional state.
- D. Officers/Detectives should inform the victim of the Wheeling Police Department Victim Advocate Program and should provide contact information.
- E. Officers/Detectives should assure up to date contact information and addresses are obtained and documented for appropriate follow up.
- F. Officers/Detectives/Supervisors should notify the VAP for assistance in providing death notifications.
- G. Officers/Detectives should utilize the VAP advocate when conducting in-depth, non-field interviews of female/child victims or witnesses.

## Shawn Schwertfeger

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**From:** Kayla Graham  
**Sent:** Friday, January 7, 2022 9:28 AM  
**To:** Shawn Schwertfeger  
**Subject:** Request

Victim Specialist \$13.87-> \$28,849.60

Sept 1<sup>st</sup> -Dec 31<sup>st</sup>

80hrs 1109.61 gross x 9 pays= **\$9,986.49**

Medical insurance Family buy up employer cost 755.48 per pay x9= **\$6799.32**

Victim Advocate Coordinator \$17.34 -> \$36,067.20

Sept 1<sup>st</sup> -Dec 31<sup>st</sup>

80hrs 1387.20 gross x9 pays = **\$12,484.80**

Medical insurance Family buy up employer cost 755.48 per pay x9= **\$6799.32**

I have based both employees medical on their current elections.

Please let me know if you need anything else.

Kayla Graham  
Human Resources Supervisor  
City of Wheeling  
Office of Human Resources  
1500 Chapline Street, Suite 301  
Wheeling WV, 26003  
304-234-3677 (Office)  
304-312-0090 (Cell)  
304-234-6419 (Fax)



**OFFICE OF PROSECUTING ATTORNEY**

**OHIO COUNTY COURTHOUSE  
1500 CHAPLINE STREET**

**Scott R. Smith  
Prosecuting Attorney**

Telephone (304) 234-3631  
Facsimile (304) 234-3870

November 30, 2021

Chief Shawn Schwertfeger  
City of Wheeling Police Department  
1500 Chapline Street  
Wheeling, West Virginia 26003

**RE: Law Enforcement Victim Services**

Dear Chief Schwertfeger:

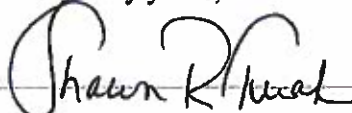
I write in support of the Law Enforcement Victim Services program and personnel that you put in place through grant funding approximately two years ago. Throughout the implementation of these services, my office has worked closely with Ms. Brenda Steinenger and Ms. Melinda Dobbs. They have been instrumental in providing information and services to crime victims throughout the pendency of investigations, as well as actively prosecuted criminal cases.

When we encounter these victims, we often are meeting them at a point in time where their lives are chaotic, in crisis and/or filled with trauma and loss. As such, their efforts in conjunction with those of our victim advocate, have enhanced the ability of the Ohio County Prosecutor's office and the Wheeling Police Department to deliver quality services and communications to our crime victims.

I want to applaud you for your vision in implementing this service. It is my understanding that the grant funding will terminate soon. Please know that I support this program and urge the City of Wheeling to incorporate funding into its budget to continue to offer the services provided. Continuation of these services must be a priority for effective law enforcement and prosecution.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration of our position.

Very truly yours,



Shawn R. Turak  
Assistant Prosecuting Attorney

/srt

1 Medical Park  
Wheeling, WV 26003  
Phone / 304-243-3000  
Fax / 304-243-3060

January 24, 2022

Chief Schwertfeger  
City of Wheeling Police Department  
1500 Chapline Street  
Wheeling, West Virginia 26003

Dear Chief Schwertfeger:

I am writing to express support for the continuation of the Wheeling Police Department Victim Advocacy Program. The program is fulfilling its mission of positively impacting the quality of life for all crime victims through intervention, advocacy and access to resources that reduce the impact of trauma on individuals and their families.

This project is important to me because as healthcare providers at WVU Medicine Wheeling Hospital, we often treat crime victims immediately after a traumatic event. These victims do not know where to turn and what to do next. Brenda Steinger and Melinda Dobbs are a shining light during one of the worst times of a victim's life. They ensure that the victim has a voice and promote safety, healing, integrity, and rights for them.

I have worked with Ms. Steinger and Ms. Dobbs, and I am confident that with ongoing support they will continue to provide a service that is critically needed. I encourage the City of Wheeling to financially support the Wheeling Police Department Victim Advocacy Program.

I am available at 304-280-1099 to answer any questions you may have.

Yours sincerely,



Heather L. Merkel, MSN, RN, CEN  
Director of Emergency/Trauma Service  
WVU Medicine Wheeling Hospital

**City of Wheeling**  
**Position Description**

**Job Title:**  
Evidence Property Specialist

**Location:**  
Wheeling Police Department

**Immediate Supervisor:**  
Investigations Commander

**Job Class Code/Pay Grade:**  
Unknown

**FLSA:**  
Exempt

**General Definition of Work:**

Responsible for providing the physical handling, clerical support, and the facilities maintenance for the processing, storage, and disposition of evidence and other property in cooperation with other personnel towards fulfilling the departmental functions of tracking property and evidence, case development, criminal prosecution, and restoring seized, lost, or stolen property to its rightful owner. Property may include: large sums of money, illegal drugs, jewelry, weapons, bicycles, electronics equipment, and any other valuables. Inventory record keeping of all property issued to department personnel. Issuing inventoried items to departmental personnel upon request.

**Essential Functions:**

- Tracks and keeps accurate and thorough records on all found property and evidence brought under the jurisdiction of the Police Department;
- Conducts the physical storage and the appropriate checking in and out of all found property and physical evidence brought under the responsibility of the Police Department;
- Assures that all found property and physical evidence being turned in to the evidence facilities of the Police Department have been appropriately packaged, labeled, and documented by other personnel;
- Monitors and executes appropriately the additions, deletions, corrections and inquiries to the local, state, and national computerized information systems for stolen and missing property;
- Assures appropriate final disposition of found property and physical evidence, including assisting in the returning of property to its rightful owner or destroying it, as appropriate;
- Assists the City Attorney and the investigating officer with case-related evidence;
- Cooperates with the judicial system on due process and documentation issues along with testifying in court when required;
- Follows strictly all applicable laws of evidence;
- Provides information, assistance, and referrals as appropriate on property and evidence-related inquiries from either inside or outside the Police Department;
- Maintains in a thorough, accurate, and timely manner the various departmental administrative filing systems and record system and provides informational reports as requested and needed by staff officers of the department;
- Assures the appropriate security and confidentiality of materials and information;
- Maintains the cleanliness and order of the evidence storage and processing facilities;
- Assists with the ordering of supplies and equipment for the department;
- Assists the Investigations Commander with duties related to properly equipping members of the agency;
- Handles requests for case information from the Prosecutor's Office, providing them with bodycam, cruiser cam, photos, etc.;
- Handles incoming court subpoenas and notifies officers via Planit;
- Ensures that the crime lab is adequately stocked, as well as the patrol cabinet, with evidence bags, boxes, tape, etc.;

- Scans case documents into RMS (evidence forms, Triple I's, CDRs, license checks, etc.);
- Keeps a paper file of all criminal cases as a backup or develops a digital way to back up files;
- Submits evidence to the WV State Crime Lab when requested by the Investigations Commander or the Office of the Prosecuting Attorney.

**Knowledge, Skills, and Abilities:**

Knowledge of inventory systems, data storage, and retrieval systems. Ability to work independently and with groups. General knowledge of standard office machines. Familiarity with police work, police training, and the criminal justice system. Ability to become functional in the application of federal, state, and local ordinances as they apply to processing quality control of packaging and the storage of evidence. Ability to maintain automated inventories on a personal computer. Ability to work independently and with groups. Ability to get along well with people, demonstrating a strong customer service orientation. Able to communicate effectively, both orally and in writing. Skillful in careful, well organized work and follow complex procedures precisely.

**Education and Experience:**

Any combination of education and experience equivalent to graduation from high school, with instruction in keyboarding and business. Two to three years in a law enforcement environment is desirable.

**Special Requirements:**

- Successful complete a background investigation and polygraph examination;
- Possession of a valid West Virginia Driver's License and a good driving record;
- Successful passage of a background investigation for criminal convictions or indications of moral turpitude as well as a drug screening;
- Be subject to random testing for illegal drugs.

**Physical Conditions and Nature of Work Contacts:**

May work alone for hours at a time. Light to medium lifting and carrying (up to 50 pounds) as well as other irregular physical activities occurring daily. Regular use of a variety of locking mechanisms is necessary. Frequent, sustained operation of automated office equipment is required including extended use of a keyboard. Occasional handling of multiple priorities and simultaneous demands for assistance. Occasional handling of potentially bio-contaminated materials. Travel to state and regional laboratories, meetings, and training activities is necessary. Works occasional overtime to meet Department requirements. Regular contact with investigators, patrol officers, and most other members of the Police Department. May work directly with police clerks and assist them. Occasional dialogue the Prosecuting Attorney, judges, court clerks, and the general public. Occasional contact with members of other agencies and services at various locations is required. Attendance and participation in training sessions. Meetings with judges along with giving testimony and being cross-examined during trials.

**Evaluation:**

Performance will be reviewed and evaluated by the designated supervisor, using information from various sources to study and review the position holder's ability and effectiveness in carrying out the foregoing responsibilities.





Wheeling Police Department  
1500 Chapline Street  
Wheeling, WV 26003  
Phone: (304) 234-3664  
Fax: (304) 234-3624  
[wheelingwv.gov/police](http://wheelingwv.gov/police)

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## MEMORANDUM

**TO : Chief Schwertfeger**

**FROM : SGT Ferrell**

**DATE : 12-27-2021**

**RE : FARO FOCUS 3D SCANNER**

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Lt. Sanders and SGT Ferrell spoke with the FARO regional sales representative Bob Zink in regard to getting a quote on the pricing of a FARO Focus 3D Scanner. There currently are two models of 3D scanners which would be optimal for law enforcement use. Both scanners have the same capabilities with the exception of their scanning range. After discussions with Mr. Zink, the FARO M70 3D Scanner would best meet the demand of the Wheeling Police Department as well as the region.

The FARO Focus Scanner provides several benefits to public safety by quickly and accurately providing forensic analysis and pre-incident planning solutions. The department's main areas of utilization for the scanner would include crime scene investigation, crash reconstruction, and safety planning.

The Focus scanner utilizes two types of software (FARO Zone 3D and SCENE) which creates 2D and 3D diagrams that precisely represent all details of a crash, crime, or fire scene, with pre-drawn models, evidence placards, dimensions, posed bodies, and links to photographs and reports. These photorealistic scenes display multiple light sources, high-resolution material textures, fog, rain and snow.

A major benefit to the department and region would be the ability to quickly and accurately perform crash reconstruction investigations and crime scene investigations.

When using the FARO 3D scanner for crash reconstruction investigations it will significantly reduce the number of manhours needed for processing. Additionally, this will have a direct positive effect on road closure times required for processing of scenes. It is estimated that currently crash reconstruction on a fatal crash can take as much as 4 hours to complete. With the FARO scanner this can be reduced to as little as 1 hour. The FARO scanner will give public safety officers much more flexibility during major incidents as well as the ability to do it with efficiency.

When using the FARO 3D scanner for crime scene investigations it creates 3D walk-throughs and fly-throughs which help jurors, investigators and other viewers gain a spatial understanding of the scene that is much more compelling than a 2D diagram. The FARO scanner will greatly reduce time required to process scenes due to the ability to analyze scenes using independently validated tools for bullet trajectory and blood spatter pattern analysis.

The upfront cost of the FARO Focus 3D Scanner and required equipment/training is detailed below:

### FARO FOCUS M70 3D SCANNER

FARO Focus 3D laser scanner	\$24,020.00
Battery power block	\$551.00
Tripod	\$1,083.00
FARO Zone 3D Software	\$2,378.80
SCENE Software	\$5,804.50
Target Spheres	\$2,764.50
On-Site Training	\$8,673.50
VR Ready Laptop	\$5,054.00
<b>Total</b>	<b>\$50,329.30</b>

There are also additional annual user fees that apply after the first year which are detailed below:

### ANNUAL USER FEES

Scene Software 1 year renewal	\$1,180.00
FARO Zone 3D Software renewal	\$1,090.00
Focus Complete Care service plan	\$2,300.00
<b>Total</b>	<b>\$4,570.00</b>



# Focus Laser Scanner

The Most Compact Lightweight and Intuitive Laser Scanner Product Line

## Laser Scanners for Short, Medium and Long Range Applications

FARO® Focus Laser Scanners are specifically designed for both indoor and outdoor measurements in industries such as Architecture, Engineering, Construction, Public Safety and Forensics or Product Design. All devices capture real world information used in the digital world to analyze, collaborate and execute decisions to improve and maintain the overall project and product quality.

The Focus<sup>s</sup> Laser Scanner series offers advanced functionality. In addition to increased distance, angular accuracy, and range, the Focus<sup>s</sup> and Focus<sup>s</sup> Plus scanners' on-site compensation function ensures high-quality measurements, while external accessory bays and HDR functionality make the scanner extremely flexible.



## Benefits

- Confidence in documented data-quality by traceable calibration and market-leading on-site compensation.
- Scan in challenging environments while providing protection from dust, debris and water splashes. Mount the Focus<sup>s</sup> scanner in an inverted position, such as under a ceiling of a hall.
- The Focus Laser Scanner portfolio offers the most economic 3D scanning solution for all requirements and budgets.

## Features

### Accuracy

Highest accuracy and range by using a combination of the most advanced sensor technologies.

### Rescanning of Distant Targets

The Scan Group feature identifies multiple areas to be rescanned with higher resolution to either perform accurate target detection or to capture smaller areas of interest with greater detail.

### IP Rating 54 and Extended Temperature Range

With the sealed design and certified with the industry standard Ingress Protection (IP) Rating, IP54, the Focus can be used in wet weather conditions at temperatures from -20°C to 55°C.

### Compact and Portable

Focus Laser Scanners are the smallest and lightest devices in their performance class.

### On-Site Compensation

With the on-site compensation functionality, users can verify and adjust the Focus<sup>s</sup> compensation immediately before scanning, ensuring high-quality scan data and traceable documentation.

### On-Site Registration

During on-site data capture, the laser scanner immediately transmits scan data wirelessly to FARO SCENE for real-time scan processing and registration, providing efficiency and time savings.

Focus<sup>s</sup> and Focus<sup>s</sup> Plus

- Minimum training effort is ensured by the intuitive and easy to operate touch-screen interface as well as hands-on and online tutorials.
- Efficient integration into existing software infrastructures and workflows are provided by interfaces to various standard CAD systems.

# Performance Specifications

	Focus <sup>®</sup> Plus 350	Focus <sup>®</sup> Plus 150	Focus <sup>®</sup> 350	Focus <sup>®</sup> 150	Focus <sup>®</sup> 70	Focus <sup>®</sup> 70
<b>Ranging Unit</b>						
Unambiguity Interval	614m for up to 0.5 mil pts/sec 307m at 1 mil pts/sec 153m at 2 mil pts/sec		614m for up to 0.5 mil pts/sec 307m at 1 mil pts/sec		614m for up to 0.5 mil pts/sec	
<b>Range<sup>1</sup></b>						
90% Reflectivity (white)	0.6-350m	0.6-150m	0.6-350m	0.6-150m	0.6-70m	0.6-70m
10% Reflectivity (dark-gray)	0.6-150m	0.6-150m	0.6-150m	0.6-150m	0.6-70m	0.6-70m
2% Reflectivity (black)	0.6-50m	0.6-50m	0.6-50m	0.6-50m	0.6-50m	0.6-50m
<b>Range Noise<sup>4</sup> (mm)</b>						
Ø10m 90% (white)	0.1		0.3		0.7	
Ø10m 10% (dark-gray)	0.3		0.4		0.8	
Ø10m 2% (black)	0.9		1.3		1.5	
Ø25m 90% (white)	0.2		0.3		0.7	
Ø25m 10% (dark-gray)	0.5		0.5		0.8	
Ø25m 2% (black)	1.6		2.0		2.1	
Max. Measurement Speed (mil. pts/sec)	Up to 2		Up to 1		Up to 0.5	
Ranging Error <sup>2</sup> (mm)	±1					±3
Angular Accuracy <sup>4</sup>	19 arcsec for vertical/horizontal angles					not specified
3D Point Accuracy <sup>4</sup>	2 @10m 3.5 @25m		2 @10m 3.5 @25m		not specified	

Additional Performance Specifications	
<b>Color Unit</b>	
Color Resolution	Up to 165-megapixel color
HDR Camera	Exposure bracketing 2x, 3x, 5x
Parallax	Minimized due to co-axial design
<b>Deflection Unit</b>	
Field of View	300°vertical <sup>6</sup> / 360° horizontal
Step Size	0.009 (40,960 3D-pixel on 360°) vertical / 0.009 (40,960 3D-pixel on 360°) horizontal
Max. Scan Speed	97Hz (vertical)
<b>Laser (Optical Transmitter)</b>	
Laser Class	Laser Class 1
Wavelength	1550nm
Beam Divergence	0.3mrad (1/e)
Beam Diameter at Exit	2.12mm (1/e)
<b>Data Handling and Control</b>	
Data Storage	SDHC™, SDXC™, 32GB; max. 512GB card
Scanner Control	Via touch screen display and WLAN connection, Access by mobile devices with HTML5
<b>Interface Connection</b>	
WLAN	802.11n (150Mbit/s), as access point or client in existing networks

Additional Features	
Dual Axis Compensator	Performs a leveling of each scan with an accuracy of 19 arcsec valid within ±2°
Height Sensor	Via an electronic barometer, the height relative to a fixed point can be detected and added to a scan
Compass <sup>7</sup>	The electronic compass gives the scan an orientation
GNSS	Integrated GPS & GLONASS
On-Site Compensation <sup>4</sup>	Creates current quality report and improves compensation automatically
Accessory Bay <sup>4</sup>	The accessory bay connects versatile accessories to the scanner
Inverse Mounting	Yes
Real-time, On-site Registration In SCENE <sup>4</sup>	Connects to SCENE, real-time scan processing and registration, overview map
Electronic Automation Interface <sup>4</sup>	Available as option, only at point of sale
Digital Hash Function	Scans are cryptographically hashed and signed by the scanner
Rescanning of Distant Targets	Defined areas recaptured in higher resolution at a greater distance
Retake Photos	Select individual photographs with unwanted objects and retake them

\*Not integrated with the Focus<sup>®</sup> 70

General Specifications	
Power Supply	19V (external supply), 14.4V (internal battery)
Power Consumption	15W idle, 25W scanning, 80W charging
Battery Service Life	4.6 hours
Temperature	Operating: 5° - 40° C   Extended Operating <sup>8</sup> : -20° - 55° C   Storage: -10° - 60° C
Ingress Protection (IP) Rating Class	IP54
Humidity Resistance	Non-condensing
Weight	4.2 kg (including battery)
Size/Dimensions	230 x 183 x 103mm
Maintenance / Calibration	Recommended annual



1. For a Lambertian scatterer. 2. Ranging noise is defined as a standard deviation of values about the best-fit plane for measurement speed of 122,000 points/sec. 3. Ranging error is defined as a systematic measurement error at around 10m and 25m. 4. It is recommended to perform on-site compensation in the event the unit is exposed to exceptional temperature or mechanical stress. 5. For distances larger 25m add 0.1mm/m of uncertainty. 6. 2x150°, homogeneous point spacing is not guaranteed. 7. Ferromagnetic objects can disturb the earth magnetic field and lead to inaccurate measurements. 8. Low temperature operation: scanner has to be powered on while internal temperature is at or above 15°C, high temperature operation: additional accessory required.

All accuracy specifications are one sigma, after warm-up and within operating temperature range; unless otherwise noted. Subject to change without prior notice.

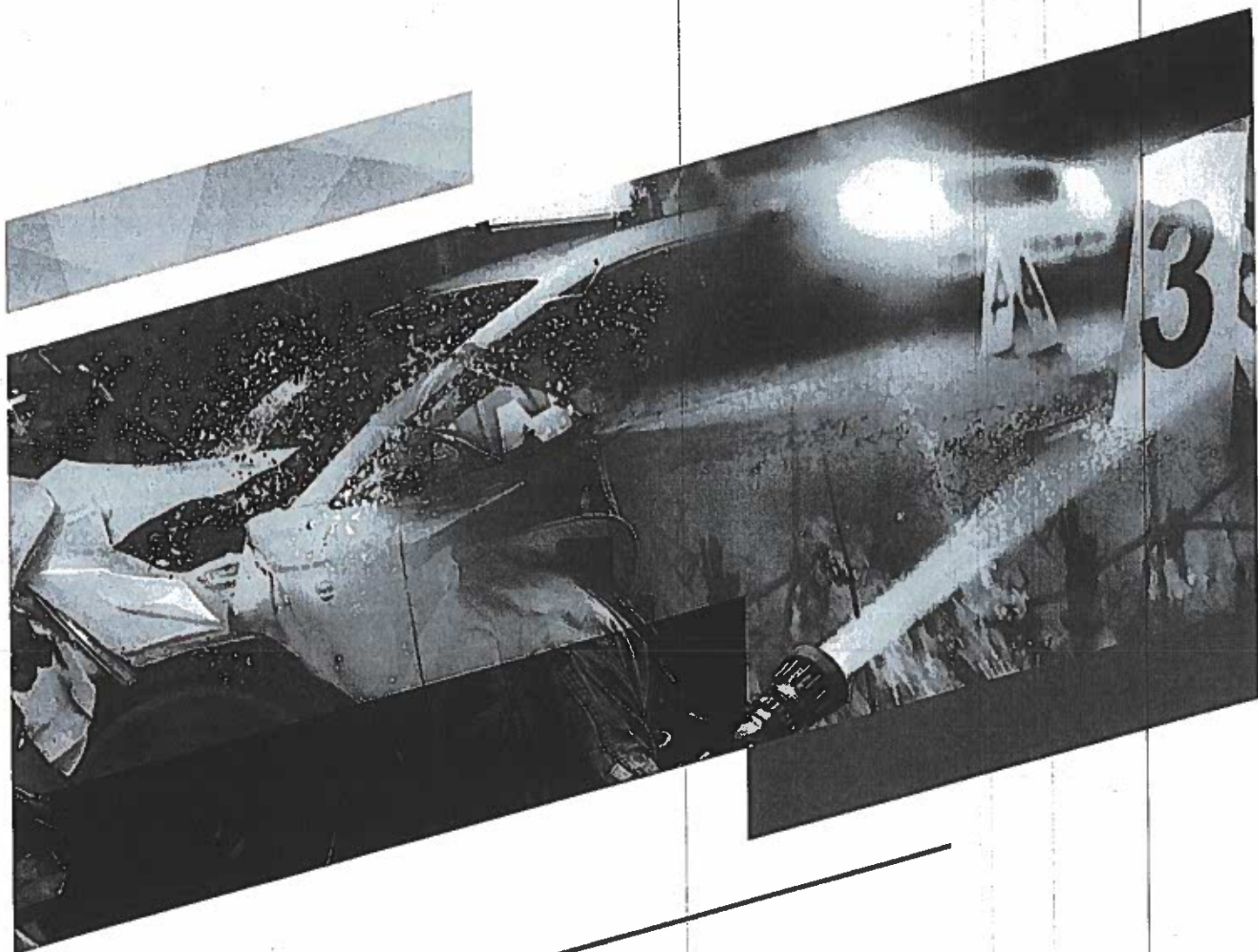
Local offices in over 25 countries around the world. Go to [www.faro.com](http://www.faro.com) to learn more.

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# FARO® Zone Software



**FARO®**

## FARO Zone software makes scene documentation easy so you can get on with the rest of your job

As a Public Safety professional, measuring and documenting a scene is a critical aspect of your job and one that your team relies on for complete and accurate documentation. FARO Zone enables the creation of factual diagrams and detailed analyses, results that can be presented and shared in a compellingly visual and easy-to-comprehend way.



### Forensic Scene Investigation

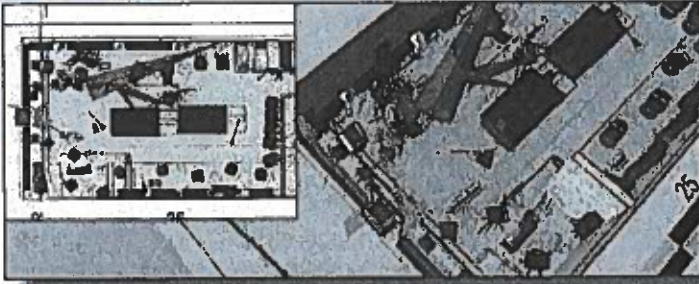
- Crime scene investigators can precisely capture body position, applying FARO Zone 3D validated blood spatter analysis and bullet trajectory tools. Having detailed reports, human animations, and flythroughs are a compelling way to present your case.
- Crash reconstructionists use FARO Zone 3D to complete precise diagrams and realistic animations from scene measurements, laser scanner and Event Data Recorder (EDR) data. Analysis tools provide the ability to estimate vehicle speeds with calculations for momentum, crush, skid marks, and more.

### Crash Report Diagramming

- Use FARO Zone 2D to create simple, yet accurate, crash scene diagrams like those commonly attached to law enforcement crash reports.
- Start with an aerial map of the crash location, add vehicle symbols, signs, and notes, save the diagram (pdf, jpg, or png) and attach it to your report in as little as five minutes.
- Administrative tools are included to set up FARO Zone for all users in the agency to save the diagram to the desired format, size, and location for your reporting system.

### Pre-incident Planning

- With FARO Zone 2D or 3D, it is fast and easy to use an aerial map from Pictometry®, Google, or Bing to create easy-to-read pre-incident and threat assessment diagrams.
- Add a comprehensive 2D floorplan with data captured by FARO® ScanPlan or an architectural diagram. Show doors, stairs, elevators, control panels, hazardous materials, and more, with the pre-drawn symbols that are included.
- Export diagrams to pdf and attach them to your dispatch or pre-planning system so the plans are available to First Responders.



## FARO Zone 3D

For forensic investigators, FARO Zone 3D provides the ability to accurately reconstruct any crash, crime, or fire scene. With this package, you can use manual measurements, aerial maps, and total station data to quickly create 2D and 3D diagrams. Analyze the scene with crash reconstruction, bullet trajectory, and blood spatter analysis tools. Create compelling walk-throughs, reports, and animations to present the case.

- **Precise, Fast Drawings**  
Extensive drawing tools, paired with object grips and automatic snaps, make it easy to create accurate, 2D and 3D diagrams to exact measurements.
- **Save Time**  
Huge library of pre-drawn 2D symbols and 3D models for crash, crime, and fire scenes. Easily import 10 million additional 3D models, from free, online sources.
- **Powerful Analysis Tools**  
Perform comprehensive analysis for bullet trajectory, blood spatter, vehicle momentum, critical speed yaw, speed from skids, road profile, vehicle crush, and more.
- **Compelling 3D Results**  
Create realistic flythroughs, vehicle and human animations with shadows, rain, snow, fog, animated vehicle headlights, brake lights, and traffic lights.
- **Easy to Use**  
An intuitive user interface with constant feedback, helpful how-to videos, comprehensive documentation, and free Instructor-led, online training.
- **Compatibility**  
Open diagrams from CAD Zone, ARAS, and other standard CAD formats. Bring in measurements from manual methods, satellite maps, and data from total stations.
- **Share with Anyone**  
Free viewing software and the Zone 2go presentation tool makes it easy to share projects with anyone. No internet required.

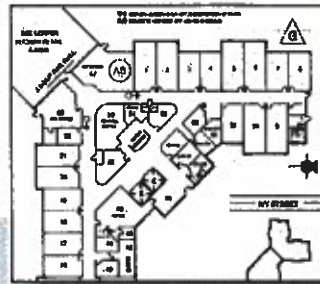
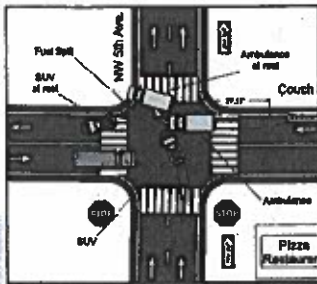
## FARO Zone 3D Advanced

Includes the features of FARO Zone 3D plus the ability to use point clouds from laser scanners and drones. Preserve any forensic scene digitally as a 3D point cloud, then analyze the evidence in the safety of the office. Determine witness perspectives, create extremely realistic animations, and share the results – even in a virtual reality environment. Being prepared for court was never this easy!

- **Compatible with Point Clouds**  
Open multiple point cloud formats, from laser scanners in .pts and .E57 formats, directly from FARO SCENE projects<sup>1</sup>, and from drones in .las file format.
- **Ensure Accuracy**  
Take all your measurements from the point cloud, snap to specific data points to create diagrams, export chosen points with “virtual surveyor” mode, and use point clouds to create stunning animations and VR scenes.
- **One Software Does It All**  
Register scanned data captured with FARO Focus Laser Scanners<sup>2</sup> so all your work is done in one software application.
- **Easy Workflow**  
Merge and align point clouds, or use point cloud models, to place vehicles that were removed back into the scene of the crash.
- **Photo-Realistic Results**  
Create incredible 3D environments with multiple light sources, grass that grows, and enhanced material textures for stone, brick, wood, metal, water, and more.
- **Custom VR Training Scenarios**  
Turn any scanned scene into an exciting VR training scenario, take photos and measurements, pick up evidence, and swab for DNA samples, all while completely immersed in the VR forensic scene.

<sup>1</sup>Feature available with SCENE version 6 and higher

<sup>2</sup>Feature available with Focus<sup>S</sup> and Focus<sup>M</sup> laser scanners



## FARO Zone 2D

Law enforcement officers can create 2D crash report diagrams in as little as five minutes. This inexpensive software can be easily deployed throughout the entire department. It is also ideal for firefighters who create pre-incident plan diagrams. Clear and consistent diagrams from FARO Zone 2D will improve decision-making and save lives in an emergency when every second counts.

*“Crash reconstruction isn’t about creating Hollywood theatrics, it’s about finding truth through science. FARO Zone 3D is what I use to show the science of a crash.”*

Carl Lakowicz, Northpoint Collision Consultants

### FARO Zone System Requirements

Recommended:	FARO Zone 2D	FARO Zone 3D	FARO Zone 3D Advanced
Operating System	Microsoft Windows 10	Microsoft Windows 10	Microsoft Windows 10
Processor	Intel i5 or equivalent	Intel i7 or equivalent	Intel i7 or equivalent
RAM	4 GB	8 GB	16 GB
Hard Drive	8 GB free	12 GB free	12 GB free
Graphics Card	DirectX 11 compatible card, such as an Nvidia® Quadro 2000, GeForce 400+	DirectX 11 compatible card; If tiling large images 4GB video RAM minimum	GeForce GTX 1060 or better; If tiling large images 4GB video RAM minimum
VR Requirements		Oculus Rift or HTC Vive plus ports required by headset	Oculus Rift or HTC Vive plus ports required by headset

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# FARO® SCENE Software

## The Most Intuitive and Efficient Software for Scan Data Processing and Registration

### Tools for Managing High-Quality 3D Data for Informed Project Decisions

FARO SCENE software is specifically designed for all FARO scanning solutions and third-party laser scanners. Process and manage scan data efficiently and easily by using automatic target recognition, scan registration and validation. Generate high-quality data in full color quickly and conveniently by incorporating images from automated targetless and target-based scan positioning.

Users can begin the evaluation and processing immediately by performing simple measurements, creating stunning 3D visualizations or exporting to various point cloud and CAD formats once SCENE has prepared the scan data. In addition, SCENE features an impressive Virtual Reality (VR) View, allowing users to experience and evaluate captured data in the VR environment.

#### Explore Scan Data in 2D, 3D and Virtual Reality (VR)

Explore scan data in unmatched clarity and visual quality due to solid surface rendering and HDR colorization. Visualization of data in 2D, 3D and VR gives an immersive experience in viewing project point clouds in full detail in the 3D Virtual Reality.

#### Efficient Data Processing

Various tools for scan data filtering improve the cleanliness and color balancing of each scan data set. The automatic filter for moving objects significantly reduces the need for manual cleaning. Batch-Processing allows automated marker detection, scan optimization and scan registration with minimized effort.

#### Easy Data Registration

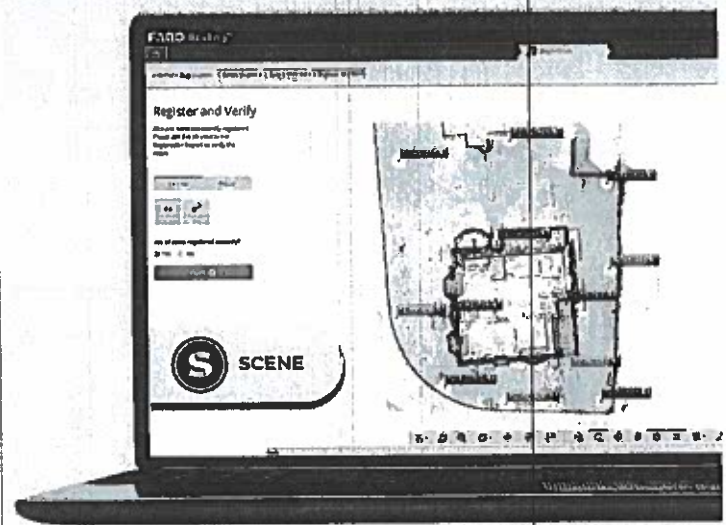
SCENE features professional and automatic workflows for target based and targetless (Cloud2Cloud) scan registration. The powerful on-site registration functionality allows complete scan project processing and registration directly on the measurement site in real time.

#### Intuitive Data Organization

SCENE features a very intuitive and easy to learn user interface. Features such as hierarchical data structure or project history management allow efficient handling of large projects. A seamless integration of scan data is secured through the support of various import and export formats.

#### Plug-Ins and Apps for Extended Functionality

Extend the SCENE functionality with various plug-ins and apps to obtain added value for special workflows and applications.



## Benefits

- Minimize project costs by utilizing automated data processing / registration workflows, fast / versatile scan data export, and a simplified software user interface
- Recreate project results using advanced workflow driven validation tools
- Intuitive and easy to understand reality representation providing immersive viewing capabilities to explore and evaluate scan data
- Leave the project site with confidence through the power of real time, on-site registration and the ability to retake photos
- Best user experience with FARO scanning devices and FARO application specific software tools
- Share and collaborate worldwide anytime, anywhere with SCENE WebShare Cloud – a hosted web-based service from FARO for easy and secure sharing of scan project data

## Processing Scan Data

- Automatic search for artificial (spheres, checkerboards, coded markers) or natural references (corner points, planes etc.)
- Diverse registration methods to place the scans automatically by detected targets, cloud-to-cloud or top view based
- Improved registration results through intelligent fine registration and additive verification
- Automatic coloring of the scans with the high-resolution color photographs or Laser-HDR color option
- Filters (including "dark points", and "stray points"), optional Edge Artifact filter for additional noise reduction
- Supports creation of fully textured meshes that can be brought into other applications as color, 3D models
- On-site compensation: verification and adjustment of the scanner's compensation, available for the new Focus<sup>s</sup> devices
- On-site registration: processing and registration of scans during scanning on site, function applies only to FARO Focus<sup>s</sup> Series Laser Scanners
- Moving Objects Filter automatically removes unwanted objects from registered scan data that moved through a scene while it was being scanned, such as people or vehicles
- Fast and versatile exporting of scan data as a project, cluster, single scan, or sections of scans into Autodesk<sup>®</sup> RCP/RCS point cloud format

## Data Management of Extensive Projects

- Project database with project history
- Graphical project view to manage all existing scan projects
- Bundling of an unlimited number of scans to one project
- Printable registration reports (PDF)

## Data Sharing

- Fully integrates with the SCENE WebShare Cloud service
- Utilize the SCENE 2go App from a USB flash drive to share projects with clients for data exploration

## Import & Export

- Optimized to work with FARO Focus, Freestyle and Swift data
- Control points for geo-referencing (.cor, .csv)
- Scan points (FARO Scan, FARO Cloud, ASTM E57, .txt, .xyz, .xyb, .pts, .ptx, .ptz, .pod)
- Import digital photos (.jpg, .png, .bmp, .tif)
- Export panoramic images (.jpg), export orthophotos (.tiff, .png, .jpg, .bmp and .dxf)
- Export meshes in standard formats (.stl, .obj, .ply and .wrl (VRML))



## Project Exploration

- The ability to take measurements
- Documentation objects to add notes and attach external documents via hyperlink technology
- Extended capabilities using FARO or 3rd party apps

## Views

- Closed 3D surfaces rendering with full-color detail
- 3D View, Planar View & Quick View
- Virtual Reality View with exploration tools
- Stereoscopic visualization with suitable graphics board and 3D capable device
- Correspondence view to control scan placement on the screen
- Multiple clipping boxes to control the visible parts of point clouds in 3D View
- Overview Map

## Technical Requirements (Recommended)

<b>Hardware</b>	Intel Core i7/i9/Xeon, 8 physical cores, 64 GB RAM, OpenGL 4.3, 1 TB Solid State Drive + Regular HDD, screen resolution 1920 x 1080 px
<b>Graphics Card</b>	Dedicated graphics card, OpenGL 4.3, DirectX 11 Feature Level 11.0 or higher, at least 8 GB Memory; For Stereo Rendering and Viewing: NVIDIA Quadro; For VR Rendering and Viewing: NVIDIA 1080 GTX or similar, Supported VR 3D Headsets: Oculus Rift S or HTC Vive with Touch Controllers, StreamVR
<b>Operating System</b>	64-bit Windows <sup>®</sup> 10
<b>Accessories</b>	3D Connexion Space Mouse with latest drivers (settings described in the User Manual), Network card is required for licensing SCENE

For on-site registration (with scan resolution of 1/5, Quality 3, colorization and ~ 40 scans in a row) the following system specifications are sufficient: Processor: i7 8665U, Graphics: Intel UHD 620 Graphics, RAM: 16GB, Hard drive: SSD 500GB, Screen: 12" Full HD anti glare, OS: Windows<sup>®</sup> 10 Pro 64-Bit

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Lake Mary FL 32746-7115  
Phone No: 407-333-9911  
Fax No: 407-333-4181

**Remit to:**  
FARO Technologies, Inc.  
P.O. Box 116908  
Atlanta, GA 30368-6908

Email: tony.wayne@faro.com

**Bill To:**  
Wheeling Police Department  
1500 Chapline St  
#109  
26003-3553 Wheeling, WV  
USA

**Ship To:**  
Wheeling Police Department  
Ryan Ferrell  
1500 Chapline St  
26003-3553 Wheeling, WV  
USA

**Quotation No:** 20438046  
**Quotation Date:** 12/21/2021  
**Expiration Date:** 01/20/2022  
**Regional Manager:** Craig Cupach  
**Account Manager:** Tony Wayne  
**Sales Support:** Bob Zink  
**Ship:** Standard/Ground  
**Payment Terms:** Net due in 30 days  
**Delivery Terms:** EXW Origin  
**Lead Time:** 2-6 Weeks

**Contact Person:** Ryan Ferrell

Item No.	Description	Qty	Amount
LS-8-M-70	3D_HW_LS_FOCUS_M-70  Laser Scanner Focus M 70 ships with: 1x Focus M 70, 1x Quick Release, HDR photography, GPS, compass, altimeter (barometer), dual-axis compensator, 1x Power Block Battery, 1x Battery Power Dock, 1x Power Supply, 1x 32GB SD card and reader, 1x rugged transport case, calibration certificate, manufacturer warranty and a quick start guide.	1	24,020.00
ACCS-PWR-0014	3D_AC_LS_FocusS Battery Power Block  Power Block battery for Focus laser scanner and Freestyle.	1	551.00
ACCSS8032	3D_AC_LS_Standard Carbon Fiber Tripod	1	1,083.00



Item No.	Description	Qty	Amount
	Carbon fiber tripod, super lightweight, highly stable, low-vibration, customized for Focus scanners for perfect performance and increased durability.		
SOFTD0900	SCENE	1	5,804.50
	SCENE. New license. Includes 1-year of standard maintenance. License container sold separately.		
SOFTD51002	FARO Zone 3D Advanced Digital Download	1	2,378.80
	Advanced version of FARO Zone 3D with the added ability to open SCENE projects and import other point clouds. Includes one (1) year of maintenance. Digital Download		
SOFTL0001	Single User Soft Lock	2	0.00
	Soft lock for one single user license. Software licenses purchased separately. Can be used together with FARO SCENE, CAM2, FARO Zone, As-Built, and RevEng Software products.		
ACCSS0287	200mm Koppa Target W/ Tripod Mount Kit	1	2,764.50



Item No.	Description	Qty	Amount
	<p>A complete package of target spheres along with tripods and other accessories, shipped in 2 crates. Spheres are sprayed with #KoppaTuff" coating. The first crate contains a 6 pack of 200mm target spheres with magnetic bases and individual cotton storage/handling bags, and 6 1/4-20 camera tripod mount plates. The second crate contains tripods and accessories that provide most of the standard mounting options for use in the field. Included are 6 camera tripods, 3 small flexible tripods, 3 traffic cone Adapters, and a dozen 2" fender washers.</p>		
TR-FZ3-COR	<p>FZ Core</p> <p>Two consecutive day, consisting of four-hour virtual classroom training. The FARO Zone 3D Core training is specifically designed to assist new users.</p>	1	0.00
TR-SCN-POS-FOR-O	<p>OnSite Forensics Cust-Site Upg. 5 Day</p> <p>Available only at point of FARO system sale. Customer Site Upgrade - five day course that discusses forensic applications with FARO Scanner with FARO Software, setup, and basic measurements. Customer Site Trainings are designed for up to 4 people to ensure proper transfer of knowledge and understanding. Price per class. Training days must be taken together on consecutive days, and cannot be split into individual days.</p>	1	8,673.50



Total Unit Price		51,890.00
Total Discount		6,614.70-
Shipping & Handling		22.79
Total	USD	45,298.09

Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

\*Any order over \$150,000 will need a secondary signature to process your order.



### Optional Item

Item No.	Description	Qty	Unit Price	Discount	Amount
SMAR51002-1Y	FARO Zone 3D Advanced Maint 1Y Rnwl  FARO Zone 3D Advanced annual maintenance renewal includes product updates and upgrades (as available), including top tier technical support for one (1) year. Customer must be on the most current software	1	1,090.00	0.00	1,090.00
SMAR0900-1Y	SCENE MAINT - 1Y RNWL  SCENE. Extends maintenance contract of existing license by 1-year.	1	1,180.00	0.00	1,180.00
SV2-SCNB-1Y-R	FOCUS Lite Complete Care-1 Yr. Rnwl.  Complete Care service plan includes parts and labor for repair and annual cleaning and calibration. One additional year of coverage.	1	2,300.00	0.00	2,300.00
COMP0123X64	VR Ready Notebook  High-end notebook computer. Contact your FARO representative for current specifications.	1	5,320.00	266.00	5,054.00

**COVID-19**

FARO does not assume any risk for (i) late deliveries of goods, (ii) customers' inability or impracticability to receive or use our devices or software, and for (iii) delivery disruptions, that are due to the COVID-19 pandemic and ensuing government measures (shut downs, lock-downs, quarantines).

**PURCHASE AGREEMENT AND CONDITIONS OF SALE:** As a condition of this agreement, the applicable contract terms are FARO's Standard Terms and Conditions of Sale, or, if the Parties have entered into current master sales terms, such negotiated master terms.

The FARO Standard Terms and Conditions can be found at the following Web link (if such is not an active link, please copy and paste the Web address into a Web browser):

[https://www.faro.com/terms/FARO\\_Standard\\_Terms\\_and\\_Conditions\\_Global\\_20180806\\_ENG.pdf](https://www.faro.com/terms/FARO_Standard_Terms_and_Conditions_Global_20180806_ENG.pdf)

You can also obtain the terms from your FARO sales representative or please email [Legal@faro.com](mailto:Legal@faro.com) for a copy.

The following article contains all our calibration information under their respective product headings

[https://knowledge.faro.com/Essentials/Hardware/Compensation\\_Calibration\\_and\\_Certification\\_Standards\\_for\\_FARO\\_Devices](https://knowledge.faro.com/Essentials/Hardware/Compensation_Calibration_and_Certification_Standards_for_FARO_Devices)





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Wheeling, WV 26003  
Phone: (304) 234-3664  
Fax: (304) 234-3624  
[wheelingwv.gov/police](http://wheelingwv.gov/police)

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## MEMORANDUM

TO : Chief Schwertfeger  
FROM : Lt. Stipetich  
DATE : 12/15/2021  
RE : Transcend Robot

---

Sir,

Please see the attached in regard to the robot. Mr. Eric Habeeb was very helpful and called me back not long after send a request in to the company.

Looks like the departments best option is the Vantage Robot. Optional robot with hot gas delivery system would be more expensive. Think we would not need the system and be better off deploying gas by hand or the use of the 40MM. I asked about the Arm & Manipulator attachment. That system is for bomb intervention task and is significantly more expensive.

Mr. Habeeb also inquired about how soon the department would be looking into getting this robot as he inferred dates towards the end of this month. He was advised that it would need further discussion.

Thank you

Please let me know what you think.

Lt. Stipetich

**FW: [EXTERNAL][Bulk Mail] ALL-INCLUSIVE ROBOT STARTING AT \$4,950**

Shawn Schwertfeger <schwerts@wheelingwv.gov>

Thu 11/4/2021 10:20 AM

To: Jonathan Stipetich <jstipetich@wheelingwv.gov>; Joshua Sanders <jsanders@wheelingwv.gov>; William Noice <wnoice@wheelingwv.gov>  
I would be interested in pursuing this or something similar, thoughts?

From: Life Saving Robotics <phil@transcendrobotics.com>

Sent: Thursday, November 4, 2021 10:05 AM

To: Shawn Schwertfeger <schwerts@wheelingwv.gov>

Subject: [EXTERNAL][Bulk Mail] ALL-INCLUSIVE ROBOT STARTING AT \$4,950

Caution! This email is from an external source. Be careful with links & attachments.





# TRANSCEND ROBOTICS

Quote Number 21097  
 Quote Date Dec 15, 2021  
 Valid Until Mar 31, 2022  
 Total \$25,500.00

**Bill To:**  
 Wheeling PD WV  
 1500 Chapline St # 101  
 Wheeling, WV 26003  
 jstipetich@wheelingwv.gov

**TRANSCEND TACTICAL**  
 DUNS NO. 079986561  
 FEIN: 47-2138026  
 Payable To: Transcend Robotics Inc.

**Wiring Information**  
 Routing #: 54001204  
 Account #: 2260178741  
 Bank: Bank of America

**Send Physical Check To:**  
 Transcend Robotics Inc.  
 Attn: Transcend Robotics Accounts  
 Receivables  
 200 1/2 Sapphire Ave  
 Newport Beach CA 92662

Item	Description	Unit Cost	Quantity	Line Total
VANTAGE Fully Loaded	- VANTAGE Robot (shipping included) x 1 - Operation Control Unit x 1 - Backpack and Transport Case x 1 - Controller/Booster Battery x 4 - Chargers x 3 - Booster & High Gain Antenna x 1	\$25,500.00	1	\$25,500.00
Subtotal				\$25,500.00
Balance Due				\$25,500.00



**TRANSCEND**  
ROBOTICS

Quote Number 21096  
Quote Date Dec 15, 2021  
Valid Until Dec 31, 2021  
Total \$22,950.00

**Bill To:**  
Wheeling PD WV  
1500 Chapline St # 101  
Wheeling, WV 26003  
jstipetich@wheelingwv.gov

**TRANSCEND TACTICAL**  
DUNS NO. 079986561  
FEIN: 47-2138026  
Payable To: Transcend Robotics Inc.

**Wiring Information**  
Routing #:54001204  
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**Send Physical Check To:**  
Transcend Robotics Inc.  
Attn: Transcend Robotics Accounts  
Receivables  
200 1/2 Sapphire Ave  
Newport Beach CA 92662

Item	Description	Unit Cost	Quantity	Line Total
VANTAGE Fully Loaded	- VANTAGE Robot (shipping included) x 1 - Operation Control Unit x 1 - Backpack and Transport Case x 1 - Controller/Booster Battery x 4 - Chargers x 3 - Booster & High Gain Antenna x 1 -Mini Mavic 2 Drone x1	\$25,500.00	1	\$25,500.00
R&D partner' discount only applies if PO and 100% are received by December 31, 2021			Subtotal	\$25,500.00
			Discount	\$2,550.00
			<b>Balance Due</b>	<b>\$22,950.00</b>

## [EXTERNAL]Vantage Robot Follow Up - Quotes & Information

Eric Habeeb <eric@transcendrobotics.com>

Wed 12/15/2021 5:28 PM

To: Jonathan Stipetich <jstipetich@wheelingwv.gov>

Cc: Phillip Walker <phil@transcendrobotics.com>

📎 5 attachments (3 MB)

Quote\_21096.pdf; Lo\_Res\_Tri-Fold\_Transcend\_Robotics\_2021\_REV03 copy\_compressed.pdf; W9 Nov. 2021.pdf; Sole Source 2021.pdf; Quote\_21097.pdf;

**Caution!** This email is from an external source. Be careful with links & attachments.

Hi Lt. Stipetich,

It was great speaking with you today. We're very excited to provide your team with the same reliable and rugged robotics system that's used by LA Sheriff, Denver, Cincinnati, Border Patrol, US ARMY, and many more.

All of our products come with a 14-day 100% money-back guarantee including shipping. We've never had a return to date due to our high level of client support.

**I spoke with our CEO and he is willing to not only include a 10% discount but also a Mini Mavic 2 Drone if the products are purchased before December 31, 2021 via our end of year partnership program.**

**Quote 21096** - Includes our Vantage robot fully loaded with the **Mini Mavic 2 drone** (which you can deploy off the center section of the robot) and a **10% discount via our 2021 partnership program.**

**Quote 21097** - A comparison quote that is good until March 2022 but does not include the free drone or discount.

Sole source letter, brochure, and W9 are attached. The brochure has specifications included.

Mini Mavic 2 Drone Spec Sheet - [https://link.edgepilot.com/s/080b2723/89\\_AZYW2KEWBt1yVYYXtEw?u=https://www.dji.com/mini-2/specs](https://link.edgepilot.com/s/080b2723/89_AZYW2KEWBt1yVYYXtEw?u=https://www.dji.com/mini-2/specs)

Videos, operator shot videos and references can be found below.

### Videos -

**Vantage Robot:** <https://link.edgepilot.com/s/c126fd0f/eNnTFIT8ZEOE-VtoK-vIPw?u=http://bit.ly/2lmKMBR>

**Vantage Robot with Arm:** [https://link.edgepilot.com/s/c52985ab/4xAKdMYDWEyjPiYhODC\\_PQ?u=https://bi/](https://link.edgepilot.com/s/c52985ab/4xAKdMYDWEyjPiYhODC_PQ?u=https://bi/)

**Mini Vantage Robot:** [https://link.edgepilot.com/s/fef977b6/EWIBuOcmBk\\_GStnng9Vh3Q?u=https://youtu.be/3wbHBjeUlaC](https://link.edgepilot.com/s/fef977b6/EWIBuOcmBk_GStnng9Vh3Q?u=https://youtu.be/3wbHBjeUlaC)

**Robot with Safe Hot Gas Remote Deployment**

**System:** [https://link.edgepilot.com/s/cb0a2a2b/Nv5wtH\\_030KDWpFnxUP\\_HQ?](https://link.edgepilot.com/s/cb0a2a2b/Nv5wtH_030KDWpFnxUP_HQ?)



## VANTAGE \$25,500

*"The place was a total mess, but the Vantage rolled over all the debris and went right up the stairs within minutes. This would not have happened with our flipper robots." - OC Sheriff Deputy*

The only automatic stair, clothes, and obstacle climbing robot available to first responders. The Vantage is a perfect response for barricaded subjects, room clearing, crisis intervention, and many other situations across patrol, SWAT, and EOD units. The Vantage can be used virtually by anyone with little training.

### Features:

- Patented automatic stair and obstacle climbing.
- 3-Hour constant and 12 hour idle runtime.
- Two-way audio.
- Climb obstacles up to 14 inches.
- Look on top of beds and tables.
- Pan tilt zoom camera with auto night vision, IR lights and 25x zoom.
- Dedicated drive camera and an integrated FLIR thermal camera.
- 2,500 Feet line-of-sight operations and 500 feet non line-of-sight.
- 200+ Pound payload.



## VANTAGE with Hot Gas Delivery \$32,500

*"We were able to deploy hot gas from a safe distance while inside the armored vehicle!" - Cincinnati PD*

The Vantage remote hot gas delivery option allows for the mounting of a BumSafe™ canister for safe and precise deployment of OC and CS gas. You can now deploy gas exactly where and when you wish.

### Features:

- Deploys OC and CS gas.
- Compatible with any gas vendor.
- Elevated position provides additional protection from flame.
- 12-Hour Battery.
- Lockout tamper resistant bracket mounting system.
- Can climb stairs and obstacles while deploying.
- 500 Feet line-of-sight and 300-foot non line-of-sight.
- Stand alone "bound" remote control for additional security.



## VANTAGE with ADROIT® Arm \$110,500

*"Provides what a \$300,000 robot can do, just easier and at a fraction of the cost." - Knoxville Sheriff*

The Vantage, with ADROIT™ manipulator arm by HDT Global® is the most affordable go anywhere do anything robot that every SWAT and bomb team should have at its disposal.

### Features:

- Arm positioning algorithms make easy work of complex tasks.
- Vantage climbs stairs equally well with arm mounted.
- 6 Degrees of Freedom with rotating joints.
- Picatinny rails for mounting sensors, XRAY, and other.
- Includes rugged tablet with backpack.
- Dual operator design.
- Quick releasing interchangeable grippers for various tasks.
- Gamer controller for intuitive use.
- Dual cameras located at gripper and elbow.
- Night vision.
- 20 Pound lifting capacity.

## DHS Successfully Uses Transcend Tactical Robot to Mitigate Risk

"We routinely need to serve high-risk warrants for suspects believed to possibly be armed and dangerous. Before we had robots to perform this work, we had no choice but to risk the lives of agents - and the suspects - by performing a high stress insertion and clearing of the building room by room. But advanced stair and obstacle climbing robots have changed all of that.

We recently deployed our Transcend Tactical Vantage robot in under three minutes from behind our armored vehicle and were able to clear a building room by room without placing agents or the suspect in harm's way.

In this most recent deployment, the suspect was barricaded with multiple unregistered firearms and was unresponsive to verbal commands. Our robot was able to climb difficult stairs with ease, to perform zero degree turns on plush carpet, barrel open doors- even with debris behind them, climb over materials on the floor like blankets, clothes, and trash, and see in the dark with the included FLIR optics. The 25x pan and tilt camera added a very clear view of the area and rooms and the two-way audio allowed us to listen for voices and to talk a suspect out. We didn't even need to use the additional booster to reach the far side of the building and we experienced no control, video, or audio signal loss. It was a complete success." -Agent of San Diego DHS



The Vantage Robot provides unique and superior capabilities for SWAT and Bomb teams.



Significantly better and easier stair and obstacle climbing.



ADROIT™ Arm by HDT Global® is intuitive to use for easy object manipulation like opening doors and packages.



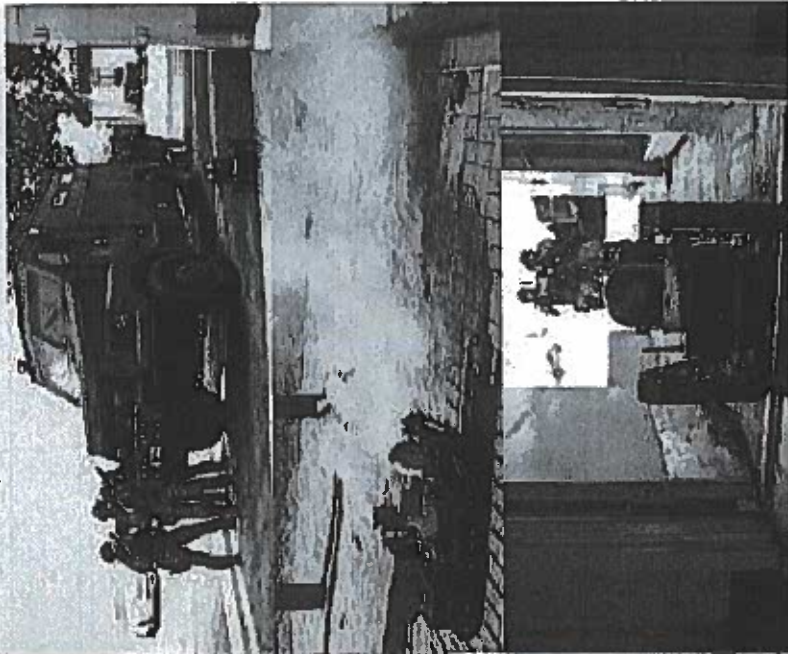
Safely and remotely deploy hot gas when and where you need it to diffuse dangerous situations.



Cost effective, rugged design ensures superior uptime and easy maintenance.



# Go Anywhere Tactical Robots Designed To Save Lives.



[www.TranscendRobotics.com](http://www.TranscendRobotics.com)

619-736-5200

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**TRANSCEND ROBOTICS**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**200 1/2 Sapphire Ave**

6 City, state, and ZIP code  
**Newport Beach CA 92662**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

OR

Employer identification number


4	7	-	2	1	3	8	0	2	6
---	---	---	---	---	---	---	---	---	---

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
  - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
  - I am a U.S. citizen or other U.S. person (defined below); and
  - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ **11/30/2021**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments:** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What Is backup withholding*, later.





To the Whom It May Concern,

This letter is to confirm that the VANTAGE, Vantage Multi-Mission and Mini Vantage robots and its chemical dispersion technologies ("Remote Burn Safe System", "RBSS") are patented and/or only sold by Transcend Robotics, Inc. ("Transcend") at this time in the United States. The UAS-415 drone is currently only sold by Transcend Robotics Inc.

The robots are based on Transcend's mobile technology by the name of "Mobile reconnaissance apparatus with articulating traction control" as described in Transcend's U.S. numbered US8434576 and US8893832. This technology is critical to officer safety because of its high success rate climbing obstacles and stairs while not requiring the officer to manually control the robot to pre-position itself to climb an obstacle. Nearly all other solutions use a commodity flipper technology that often fails to climb obstacles due to operator error while under the pressure of the mission.

**Here are the reasons Transcend's unique and sole sourced products are critical to mission success:**

1. Automatic stair and obstacle climbing in accordance with Transcend's patents (as listed below) results in the elimination of manual pre-positioning of the robot's limbs (aka "flippers") before, during and/or after a stair or obstacle climb. This is significant to mission success because it removes a significant amount of operator error (failure to climb and get into a house and see what is happening) since Transcend's patented technology removes manual intervention while driving over obstacles.
  - Patent #1: US8434576
  - Patent #2: US8893832
2. Deploy pyro-technic hot gas canisters from upon the mobile robot in a fully enclosed metal container that fully shields the flame from the outside environment. This is significant to mission success because:
  - The flame is shielded from interacting with the environment which significantly reduces the chances of setting a house on fire
  - Eliminates the absolute need for an officer to expose themselves while tossing a hot gas canister into a house and therefore keeping the officer out of harm's way
  - Allows the officer to first recon a room before deploying a hot gas canister therefore significantly reducing chances of damages and litigation (make sure a baby or family pet is not in the room).
3. Ability to haul 30 lbs. upstairs (pending payload orientation and center of gravity) without any manual pre-positioning of the robot.
4. Intuitive end-point control of the robot arm via a automatic stair climbing robot base to retrieve and deliver objects and open doors.

Sincerely,

Phillip Walker April 12, 2021.



(O) 619-736-5200 | [sales@transcendrobotics.com](mailto:sales@transcendrobotics.com) | San Diego, CA

[u=https://bit.ly/3xYC3Ny](https://bit.ly/3xYC3Ny)

**Sample of Advanced Climbing:** <https://link.edgepilot.com/s/5754aa46/M8rGGVtZ-kmA6U3ZUYAJmA?u=https://youtu.be/i5kl5sa3xFc>

### References:

1. Cmdr Geoffrey Guerin of Gilroy SWAT CA - 831-207-2326
2. Officer Vincent Matthews of Denver PD - 720-840-3425
3. Lt. Michael Knox of Charleston Sheriff SC - 843-534-7463
4. Officer Josh Comitale of Troy NY PD - 518-545-9778
5. Capt. William Turner of Columbus GA - 706-984-1050
6. Lt. Dominic DeRose of Clermont Sheriff OH - 513-732-7462
7. Sgt. Travis Hudson of Ceres PD CA SWAT - 209-345-4102
8. Deputy Farris Short of San Bernardino Sheriff CA - 909-709-8203
9. Capt. Robbie Tellese of Clovis PD NM - 575-763-9452
10. Brian Walsh of Phoenix PD - 602-768-1804

### Additional field shot videos from clients:

- > Robot on ABC World News in Tense Stand-off  
- <https://link.edgepilot.com/s/2b73f5cf/kQM5PffJiE6BAB8rCNNv5g?u=http://bit.ly/2GcwjXG>
- > Patrol Testimonial - [https://link.edgepilot.com/s/ce538557/IX\\_UWscac0i3ae1rZqXTBg?u=https://youtu.be/7CMb9eqybmY](https://link.edgepilot.com/s/ce538557/IX_UWscac0i3ae1rZqXTBg?u=https://youtu.be/7CMb9eqybmY)
- > Hauling 2 Humans - [https://link.edgepilot.com/s/257a77b9/aL7d8H4Tkm0Sm2k8UrW9A?u=https://youtu.be/aHc\\_nqH2Ox4](https://link.edgepilot.com/s/257a77b9/aL7d8H4Tkm0Sm2k8UrW9A?u=https://youtu.be/aHc_nqH2Ox4)
- > Very Difficult Metal Bullnose Stairs Climb  
- <https://link.edgepilot.com/s/140f5119/GAfjyrmZiUmmf0nIJFygcw?u=https://youtu.be/nXxvYgKpSwA>
- > Difficult Painted Wooden Bullnose Steps  
- <https://link.edgepilot.com/s/c9244455/wldVlhypIEW2sKmb1EWTgg?u=https://youtu.be/560fLl8h5Gw>
- > Painted Cement Stairs with Uneven Steps  
- <https://link.edgepilot.com/s/7dc98f66/RbC1G6vC0EykcN5mpZNzvw?u=https://youtu.be/dFaAlMhrk0c>
- > Difficult Slab stairs - <https://link.edgepilot.com/s/f6c18de9/f6iHCCjMHkW9XL7YNuYaLw?u=https://youtu.be/sr660xF7ehw>
- > Extremely difficult dilapidated stairs  
- [https://link.edgepilot.com/s/e9d074f8/qsbiMqW6zEa31bvqMBMreg?u=https://youtu.be/l\\_ACj6Y9dPI](https://link.edgepilot.com/s/e9d074f8/qsbiMqW6zEa31bvqMBMreg?u=https://youtu.be/l_ACj6Y9dPI)
- > Traversing Clothing: [https://link.edgepilot.com/s/aa14ac39/6dfuXoMpjka3CzTevyxDaw?u=https://youtu.be/K2Pxt\\_FJHhc](https://link.edgepilot.com/s/aa14ac39/6dfuXoMpjka3CzTevyxDaw?u=https://youtu.be/K2Pxt_FJHhc)
- > Inside Bearcat (Armored Vehicle)  
Deployment: <https://link.edgepilot.com/s/d360e075/6BNUaRBehES4AyWt6sXbpA?u=https://youtu.be/R7LmaMCCI6M>
- > Traversing Random Junk - [https://link.edgepilot.com/s/cb0d015f/60OYxyfV4E\\_PsOUgOU6Yg?u=https://youtu.be/f15gJm-gK-8](https://link.edgepilot.com/s/cb0d015f/60OYxyfV4E_PsOUgOU6Yg?u=https://youtu.be/f15gJm-gK-8)
- > FLIR Camera - [https://link.edgepilot.com/s/1c7aed2d/Gje4\\_Ls\\_LEeQ3Tjo4BbSsg?u=https://youtu.be/yL\\_qeiM5zj4](https://link.edgepilot.com/s/1c7aed2d/Gje4_Ls_LEeQ3Tjo4BbSsg?u=https://youtu.be/yL_qeiM5zj4)
- > 2 Mile PTZ Camera Zoom - <https://link.edgepilot.com/s/68810196/N5tHnNuAQEyNyMjCcXTu4w?u=https://youtu.be/OQEDRNZukYc>
- > Customer Video of Distance - [https://link.edgepilot.com/s/9318e08d/g5RRo4soPESC5hiZkBK46A?u=https://youtu.be/xi5I3\\_4GQ1U](https://link.edgepilot.com/s/9318e08d/g5RRo4soPESC5hiZkBK46A?u=https://youtu.be/xi5I3_4GQ1U)

> Cameras and PTZ Camera in the Dark

- <https://link.edgепilot.com/s/275a5ef0/pdwj4xbpRkGsil9PCa6KuQ?u=https://youtu.be/aLmBn867KtM>

> Zero Degree Turn on Carpet - <https://link.edgепilot.com/s/b0fd0119/F2yoDCVp2keYGEy5vmlMvQ?u=https://youtu.be/P8msinlWLWE>

Feel free to call me anytime at 619-796-9673

Thanks,  
Eric

--

Eric Habeeb, Director of Sales & Success

Transcend Robotics

(c) 619-796-9673

(e) [eric@transcendrobotics.com](mailto:eric@transcendrobotics.com)



# Quotation | Order Form

Quote #: Q-01915 - 1  
 Create Date: 10/13/2020 12:33 PM  
 Expires On: 3/30/2021  
 Payment Terms: Net 30

Quote For:  
 Wheeling Police Dept  
 1500 Chapline St  
 Wheeling, WV 26003

Sales Rep: Brad Thompson  
 Phone: +1 (512)689-8660  
 Email: bthompson@harriscomputer.com  
 Orders Fax: (866) 368-8602

Contact: William Noice  
 Phone: (304) 905-2065  
 Mobile: (304) 905-2065  
 Email: wnoice@wheelingwv.gov

Product Code	Product Description	Location	Qty	Price Each	Extended
<b>Mobile</b>					
MC-CLIENT	Mobile 10 Client Software License		50.00	\$1,250.00	\$62,500.00
PS-MOB-NewMob	Professional Services for a NEW Mobile as outlined in the Statement of Work.		1.00	\$14,440.00	\$14,440.00
MC-MOBMAP	Mobile Mapping Client Software (per client)		50.00	\$240.00	\$12,000.00
MC-SERVER<50	Mobile 10 Server Software License 26 - 50 Clients		1.00	\$6,500.00	\$6,500.00
INTERDEX	InterDEx		1.00	\$0.00	\$0.00
TR-MCTRTR	Training- Mobile Train the Trainer (1 day, 4 users max)	Onsite	1.00	\$1,900.00	\$1,900.00
CI-MCCL-20	Install Additional Mobiles per day (Approximately 50 mobiles if located in the same room or 32 mobiles if the car units are in the same location)	Onsite	1.00	\$1,520.00	\$1,520.00
CI-INTDX	InterDex InfoExchange Services (per Adaptor)	Remote	1.00	\$1,710.00	\$1,710.00
CJIS-SVR-CIS	CIS Server Software License		1.00	\$6,500.00	\$6,500.00
MC-INFOEX	Mobile InfoExchange Software (Existing Adapter)to Insynch		1.00	\$3,000.00	\$3,000.00
<b>Mobile TOTAL:</b>					<b>\$110,070.00</b>

**Subtotal: \$110,070.00**

Estimated Travel: \$2,050.00  
 Annual Maint & Support: \$18,100.00

**Grand Total: \$130,220.00**

**Additional Note(s):**

*This proposal does not include any physical hardware. Laptops and Servers must meet Caliber Specs.*

**Acceptance:**

**Colossus, Incorporated**

**Wheeling Police Dept**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign and email to Brad Thompson at [bthompson@harriscomputer.com](mailto:bthompson@harriscomputer.com) or fax to (866) 368-8602.

**Terms & Conditions**

- 1) This Quotation incorporates by reference the following signed document(s) between COLOSSUS, INCORPORATED (herein referred to as "Caliber Public Safety") and Customer: i) Master Purchase, License & Services Agreement; ii) RMS Software as a Service Agreement; iii) End User License Agreement; iv) Software Maintenance terms; and/or v) Statement of Work, as applicable.
- 2) Upon signing of this Quotation or Caliber's receipt of Customer's purchase order, Customer shall be invoiced 100% for all products and services set forth on this Quotation, which invoice shall be payable net-30 days from the date of invoice.
- 3) Applicable taxes, shipping and handling are not included unless specifically stated and will be added to the invoice at the time of issuance.
- 4) Any purchase order provided by Customer is valid only for purposes of identifying the "bill to" and "ship to" addresses. No additional terms contained within the purchase order shall be binding on Caliber Public Safety.
- 5) The parties agree that should there be a conflict between the terms of this Quotation and the terms of one or more of the Agreements set forth in Section 1 herein, the terms of this Quotation shall govern.
- 6) Each party executing this Quotation acknowledge and warrant that [he][she] is duly authorized by Caliber Public Safety and/or the Customer to execute this Quotation on Caliber Public Safety's and/or the Customer's behalf.
- 7) Transmission of images of signed Quotation by facsimile, e-mail or other electronic means shall have the same effect as the delivery in person of manually signed documents.
- 8) Estimated Travel Expenses are included up to \$2,050.00. Anything above this amount will be handled via change order.



## **Black Rock Canines Quote**

Black Rock Canines proposes to provide (1) dual purpose explosive detection canine to the Wheeling Police Department. The canine will be trained to detect explosive, track humans, and will be trained in obedience.

Black Rock Canines will provide a handler course for (1) handler that will be between 6-8 weeks long or at least 240 hours of instruction.

Included in this quotation is Lodging for the handler and the K9 for the duration of the course.

Dual Purpose Canine \$17,000.00

- \* (1 year Health Guarantee)
- \* (1 year Workability Guarantee)
- K9 equipment is not included in this quote and shall be the responsibility of the Police department to acquire.

**This quote is valid until 03/31/2021.**

Best,

David Rivera

CEO

833-272-2646

[david@blackrockcanines.com](mailto:david@blackrockcanines.com)

[blackrockcanines.com](http://blackrockcanines.com)