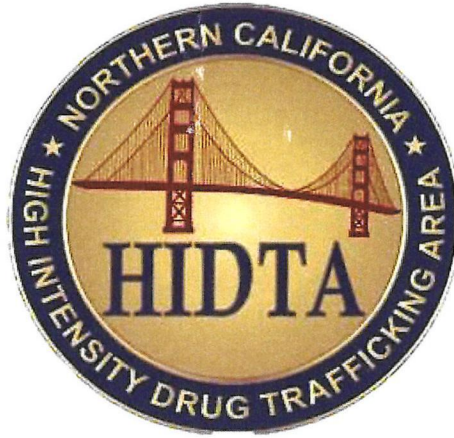




COST SHARING AGREEMENT

Northern California High Intensity Drug Trafficking Area

Mike Sena
Executive Director
Northern California High Intensity Drug Trafficking Area &
Northern California Regional Intelligence Center



COST SHARING AGREEMENT

This Agreement is entered into by and between the Northern California High Intensity Drug Trafficking Area (“NCHIDTA”) and the City of San Francisco (City), acting by and through the San Francisco Police Department (SFPD) as of the 6th day of July 2026, (“the Effective Date”).

RECITALS

WHEREAS, the SFPD provides public safety services; and

WHEREAS, the Federal Drug Enforcement Administration (DEA) investigates narcotics traffickers and enforces the Controlled Substances Act often by working through a federal task force so that the federal, state, and local agencies may share expertise and resources to provide greater impact and efficiencies; and

WHEREAS, SFPD works closely with the Northern California High Intensity Drug Trafficking Area (NC HIDTA) San Francisco Metro (SF Metro) Initiative, in collaboration with the DEA, San Francisco Field Division, and which conducts narcotics investigations throughout Northern California and the San Francisco Bay Area.

WHEREAS, SFPD has assigned a Narcotics Investigator fulltime to the SFPD Narcotics Task Force to serve as a SFPD Narcotics Canine Handler under the supervision of a Task Force Commander until at least 2031; and

WHEREAS, SFPD agrees that deploying a trained canine for certain designated purposes would benefit and enhance the capabilities of the Task Force in carrying out its mission, however, the SFPD lacks sufficient resources for this expenditure;

WHEREAS, the federal government formed a High Intensity Drug Trafficking Area Program (HIDTA), which supports efforts to reduce drug trafficking through various focused initiatives and programs; and

WHEREAS, SFPD Narcotics Task Force and the City are members of the NC HIDTA, SF METRO Initiative. The NC HIDTA agrees that a trained canine is consistent with operational needs of SFPD Narcotics Task Force, and would assist the Task Force in carrying out its mission, and would serve the public interest; and

WHEREAS, SFPD has a long-standing Public Safety Canine Program, and the experience and knowledge to evaluate, determine, and assure the care and maintenance of a law enforcement canine; and

WHEREAS, the cost of purchase of a narcotics detection canine (including selection, shipping, crating, and preliminary veterinary check is approximately seventeen thousand five hundred dollars (\$17,500); basic handler’s course including a California POST certification for narcotics detection is approximately six thousand and five hundred dollars (\$6,500); and one year of maintenance training is approximately eight thousand five hundred dollars (\$8,400); and

WHEREAS, NC HIDTA and the SFPD agree to share costs for the purchase of a canine, training for the handler and canine, and care and maintenance of the canine, subject to and in accordance with terms set forth herein.

NOW, THEREFORE, NC HIDTA and the SFPD hereby agrees to the terms and conditions set forth below:

1. Purpose

This Agreement provides funding for a law enforcement canine. The SFPD Narcotics Canine Handler will handle the canine and both the SFPD Narcotics Canine Handler and canine will be assigned to the SFPD Narcotics Task Force for a minimum period of five (5) years from the date the canine is purchased. If the canine dies or is injured within the five (5) year period or a new one is obtained from the contractor under its warranty period, the parties to this Agreement shall meet and confer to resolve the period of obligation and shall make any changes to this Agreement in writing and executed by the proper signatories.

2. City Responsibilities and Cost Sharing Obligation for Canine

The following are the SFPD's responsibilities and cost sharing obligations:

A. The SFPD will obtain the canine from a mutually acceptable certified law enforcement narcotics canine provider. The parties agree that the provider, Trident K9 Consulting, is a mutually acceptable canine provider.

B. The SFPD will own the canine and shall provide reports and information as required by NC HIDTA regarding the assignment and use of the canine.

C. The SFPD shall pay all on-going expenses for the care and transportation of the canine including but not limited to all veterinary bills, medical examinations, equipment, vehicles, food, care and necessary kenneling of the canine, other than those specifically designated herein as the financial responsibility of NCHIDTA.

D. The SFPD will promptly submit invoices in amounts roughly equivalent to those stated in the Recitals of this Agreement to NCHIDTA for reimbursement from funds allocated to the NCHIDTA SF Metro Initiative/SFPD NTF for: the purchase of the canine (including selection, shipping, crating, and preliminary veterinary check); basic handler's course to include a California POST Certification, as well as lodging and travel reimbursement in accordance with federal GSA per diem policy; and one year of maintenance training for the canine.

E. The SFPD shall obtain yearly recertification and training of the canine. Annual recertification and training expenses for handler and dog may be submitted to NCHIDTA for consideration of reimbursement, based on the availability of grant funds.

F. The SFPD's handling, direction, and use of the canine shall be consistent with all SFPD and City policies, procedures, and applicable laws. SFPD shall advise NC HIDTA if any directive or request is inconsistent with the SFPD or City policies, procedures, or applicable laws, and may reject or refuse any such directive or request.

3. NC HIDTA's Responsibilities and Cost-Sharing Obligations for Canine

The following are NC HIDTA's responsibilities and cost sharing obligations:

A. NC HIDTA will promptly reimburse the SFPD from funds allocated to the NC HIDTA SF Metro Initiative/SFPD NTF upon invoice for: the purchase of the canine (including selection, shipping, crating, and preliminary veterinary check); basic handler's course to include a California POST Certification, as well as lodging and travel reimbursement in accordance with federal GSA per diem policy; and one year of maintenance training for the canine.

B. NC HIDTA will in good faith and for a minimum of five (5) years from date of purchase consider reimbursing SFPD for annual recertification and training and associated expenses, which may be granted subject to availability of grant funds.

C. NC HIDTA acknowledges that City of SFPD intends to handle and direct canine in accordance with the SFPD and City policies, programs, and applicable laws, and that any non-compliant request may be rejected or refused.

4. Early Termination of Agreement and Reimbursement

If the SFPD discontinues the SFPD Narcotics Canine Handler assignment to San Francisco Police Department Narcotics Task Force earlier than five (5) years from the date of purchase of the canine, the City and SFPD shall reimburse NC HIDTA for a pro rata share of the monies it paid to the City in accordance with this Agreement based on the number of months remaining in the five (5) year period. For example, if the assignment is terminated in month 24 of 60 months, then the City owes NC HIDTA reimbursement for 36/60 (or 3/5) worth of the monies it paid.

5. Indemnification

To the extent the canine that is the subject of this Agreement is engaged in an action involving both SFPD Narcotics Task Force and NC HIDTA or related action, operation, or activity, the parties agree to mutual indemnifications as follows:

Each party shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including reasonable attorneys' fees) arising from a negligent act or omission or willful misconduct of such indemnifying party or its agents, employees, contractors, or subcontractors. This indemnification obligation shall not be limited in any way by

any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

For the purpose of this Section, indemnification of NC HIDTA and its employees includes any and all HIDTA personnel, regardless of whether they may be employed by or assigned to HIDTA from another public agency.

To the extent, the canine that is the subject of this Agreement is not in any way a participant in an action involving both SFPD Narcotics Task Force and NC HIDTA or related action, operation, or activity, and is operating solely under the command of the City solely for a City purpose, the City shall hold NC HIDTA harmless, as follows:

The City shall defend, indemnify, and hold NC HIDTA, its officers, employees, agents, and volunteers, harmless from and against any and all claims arising out of the actions of the canine that is the subject of this Agreement. Such obligations to defend, hold harmless and indemnify NC HIDTA shall not apply to the extent that such liability is caused by the negligence or willful misconduct of the NC HIDTA.

6. Severability

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

7. Agreement Administration and Notice

This Agreement shall be administered on behalf of the City of San Francisco by Lt. Jon Kasper. Any written notice between the parties shall be sent to:

San Francisco Police Department Attention: Lt. Jon Kasper San Francisco Police Department 850 Bryant Street, Rm 545 San Francisco, CA 94103 E-mail: jon.kasper@sfgov.org	NC HIDTA Attention: Jennifer Gragasin, Manager 450 Golden Gate Ave, 14 th Floor P.O. Box 36102 San Francisco, CA 94102 E-Mail: jgragasin@ncric.ca.gov
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8. Miscellaneous

The laws of the State of California shall govern this Agreement and all matters relating to it and venue for state court shall be in Redwood City and for federal court in San Francisco.

IN WITNESS HEREOF, the parties have caused their authorized representatives to execute this Agreement on July 6, 2026. This Agreement is not valid until signed by all parties below.

City of San Francisco:

Derrick Lew

Derrick Lew (Jul 6, 2026 17:12:39 PDT)

Derrick Lew
Chief of Police
San Francisco Police Department

07/06/2026

Date



APPROVED AS TO FORM, DAVID CHIU, CITY ATTORNEY:

JEN HUBER

JEN HUBER (Jul 6, 2026 14:39:22 PDT)

Jen Huber, Deputy City Attorney

07/06/2026

Date:

NC HIDTA Initiative:

C. Alfaro

Carlos Alfaro, Initiative Commander
SF Metro Initiative
Drug Enforcement Administration

07/08/2026

Date

Stephen M. Sherwood

Stephen M. Sherwood (Jul 8, 2026 13:59:38 PDT)

Stephen Sherwood, Inspector in Charge
United States Postal Inspection Service
Chairperson
Northern California High Intensity Drug Trafficking Area

07/08/2026

Date

Mike Sena

Mike Sena (Jul 8, 2026 16:14:29 PDT)

Mike L. Sena
Executive Director
Northern California High Intensity Drug Trafficking Area

07/08/2026

Date

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant / Gift Resolution Information Form

(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Northern California High Intensity Drug Trafficking Area Narcotics Canine Cost Sharing Agreement**
2. Department: **San Francisco Police Department**
3. Contact Person: **Fannie Yeung** Telephone: **415-837-7212**
4. Grant Approval Status (check one):
☒ Approved by funding agency ☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$97,000 (Estimate)**
6. a. Matching Funds Required: **N/A**
b. Source(s) of matching funds (if applicable): **N/A**
7. a. Grant (Gift) Source Agency: **Northern California High Intensity Drug Trafficking Area**
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: **Funding will be used for a) purchase of one narcotics detection canine; and b) annual basic handler's course & certification and maintenance training for a minimum of five years.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 12/22/2025 **End-Date: 12/21/2030**
10. a. Amount budgeted for contractual services: **N/A**
b. Will contractual services be put out to bid? **N/A**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N/A**
d. Is this likely to be a one-time or ongoing request for contracting out? **N/A**
11. a. Does the budget include indirect costs? ☐ Yes ☒ No
b. 1. If yes, how much? **N/A**
2. How was the amount calculated? **N/A**
c. 1. If no, why are indirect costs not included?
☐ Not allowed by granting agency ☐ To maximize use of grant funds on direct services
☐ Other (please explain):
2. If no indirect costs are included, what would have been the indirect costs? **None**
12. Any other significant grant requirements or comments: **None**

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|---|
| ☐ Existing Site(s) | ☐ Existing Structure(s) | ☒ Existing Program(s) or Service(s) |
| ☐ Rehabilitated Site(s) | ☐ Rehabilitated Structure(s) | ☐ New Program(s) or Service(s) |
| ☐ New Site(s) | ☐ New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Penny Si
(Name)

Departmental ADA Coordinator
(Title)

Date Reviewed: _____
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Derrick Lew
(Name)

Chief of Police
(Title)

Date Reviewed: 9/3/24 _____
(Signature Required)

Estimated Budget

	Canine Purchase	Basic Handler POST Certification	One Year Maintenance Training	Travel	Total
1st year	17,500.00	6,500.00	8,400.00	1,000.00	33,400.00
2nd year		6,500.00	8,400.00	1,000.00	15,900.00
3rd year		6,500.00	8,400.00	1,000.00	15,900.00
4th year		6,500.00	8,400.00	1,000.00	15,900.00
5th year		6,500.00	8,400.00	1,000.00	15,900.00
					97,000.00