



Northwest Campus; 4801 Marine Creek Parkway; Fort Worth, Texas 76179-3599 / (817) 515-7573

2023 – 2025 Firing Range Memorandum of Understanding

The following is a **MEMORANDUM OF UNDERSTANDING (MOU)** between the Tarrant County College - Firing Range (WPFR) and the **Tarrant County Criminal District Attorney's Office (TCCDAO)**. The purpose of this MOU is to enter into an agreement for the **TCCDAO** to perform Firearms Training and qualifications at the WPFR Facility.

Firing Range Use Payment

- ☐ The _____ PD/Federal Agency will pay for the use of the firing range by cash, check, or credit card at the current 4-hour fee amount.
- ☒ The **Tarrant County Criminal District Attorney's Office** will be billed utilizing the information provided on the Billing Letter of Agreement (BLA) at the current 4-hour fee amount. (Prices subject to change by TCC College Board)

Payment will be made by check or credit card. Invoices shall be sent to the Tarrant County Criminal District Attorney's Office:

Ann Durfee, Business Manager
Criminal District Attorney's Office
401 W. Belknap St, 4th Floor
Fort Worth, TX 76196
Tel: 817-884-1694; Fax: 817-884-1667

- ☐ The _____ PD will pay for the use of the firing range utilizing the agencies banked exchange time at an exchange rate of 2:1. If at any point the _____ PD does not have an adequate amount of exchange time to pay for the firing range use, it will then pay for the use of the facility at the current 4 hour fee amount.
- ☐ The _____ PD/Federal Agency has a contract (Multi-Year) or some other quid pro quo arrangement with the Firing Range.

Training/Qualification Dates: January 1, 2023 to December 31, 2025

Allowed Course Numbers and Titles:

2055 Firearms Training
3326 Patrol Rifle In-service Training (Not 3322)
Or Any other Course number agreed upon by Agency and Rangemaster.

TCCD – FIRING RANGE WILL:

1. Allow only Commissioned Peace Officers/Agents and Honorably Retired Peace Officers/Agents of the TCCDAO to shoot all weapons issued by the TCCDAO and all weapons approved by the Firearms Training Division of the TCCDAO.

Tarrant County Criminal District Attorney's Office WILL:

1. If applicable, submit a completed roster to TCOLE for all courses of fire taught on the firing range, with the exception of annual qualification requirements set forth by TCOLE.
2. Maintain a permanent record in each officers training file for officers' participation in range training or qualification, as well as maintain a record of all lesson plans, learning objectives, and instructor credentials for all courses taught.
3. Complete TCC Continuing Education registration forms and/or Firing Range Sign-In Sheet for each commissioned peace officer/agent and each honorably retired peace officer/agent shooting on the firing range.
4. Train/Qualify only officers/agents commissioned by their agency or honorably retired from their agency unless otherwise approved by the TCC – WPFR Rangemaster.
5. Not conduct Firearms Instructor #2222, Patrol Rifle Instructor #3323, Patrol Rifle #3322 or any other course in direct competition with the Firing Range - WPFR In-Service courses unless expressed written consent has been obtained from the Firing Range – Lead Coordinator – Rangemaster.

GENERAL GUIDELINES:


The TCCDAO understands that they will have to coordinate and schedule all training dates with the TCCD – WPFR Lead Coordinator – Rangemaster. The TCCDAO will comply with all rules, regulations, and policies of the Firing Range (WPFR). The signature of the undersigned indicates agreement with, and acceptance of, these requirements.

Memorandum of Understanding

2023-2025

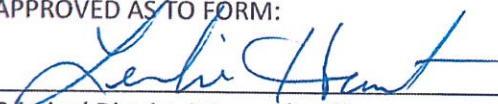
Signature:

Name:  Date: 11-18-2022
Criminal District Attorney, Tarrant County Criminal District Attorney's Office

Name:  Date: 11/18/22
Assistant Chief Investigator – Training Coordinator

Adam Bush:  Date: 11/29/2022
Lead Coordinator - Rangemaster, Police Firing Range, (WPFR)

APPROVED AS TO FORM:


Criminal District Attorney's Office

*By law, the criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.