

INTRADEPARTMENTAL CORRESPONDENCE

BPC #15-0149 8E

RECEIVED

MAY 27 2015

POLICE COMMISSION

May 25, 2015
1.17

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

Andreas Defari
5/27/15

SUBJECT: REQUEST FOR APPROVAL OF EXTENSION AND REPROGRAMMING OF FUNDS FOR THE 2013 FORENSIC DNA BACKLOG REDUCTION PROGRAM

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant modification, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst and to the City Clerk for Committee and City Council reference.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police or designee to accept the no-cost time extension for the 2013 Forensic DNA Backlog Reduction Program from the United States Department of Justice, Office of Justice Programs, National Institute of Justice, extending the award period to September 30, 2015;
 - B. AUTHORIZE the Chief of Police or his designee to execute an amendment to Contract No. C-121595, between the City of Los Angeles and The Bode Technology Group, Inc., extending the payment term of the grant under the agreement to September 30, 2015, subject to City Attorney approval as to form and legality;
 - C. AUTHORIZE the Chief of Police or his designee to execute an amendment to Contract No. C-122276, between the City of Los Angeles and Cellmark Forensics, Inc., extending the payment term of the grant under the agreement to September 30, 2015, subject to City Attorney approval as to form and legality;

- D. AUTHORIZE the Los Angeles Police Department (LAPD) to reprogram funds totaling \$245,091 within the 2013 Forensic DNA Backlog Reduction Program from the United States Department of Justice, Office of Justice Programs, National Institute of Justice, as follows:

<u>Category</u>	<u>Current</u>	<u>Change</u>	<u>New</u>
Personnel	\$557,311	-\$245,091	\$312,220
Fringe Benefits	\$0	\$0	\$0
Travel	\$43,628	\$4,125	\$47,753
Equipment	\$0	\$63,900	\$63,900
Supplies	\$534,370	\$23,639	\$558,009
Contractual	\$100,000	\$0	\$100,000
Other	\$52,524	\$153,427	\$205,951
Indirect Costs	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	\$1,287,833	\$0	\$1,287,833

- E. AUTHORIZE the LAPD to prepare Controller Instructions for any technical adjustments, subject to the approval of the CAO, and AUTHORIZE and INSTRUCT the Controller to implement the instructions.

DISCUSSION

The LAPD requests approval to reprogram funds totaling \$245,091. Funds would be transferred from the Personnel category to the Travel, Equipment, Supplies and Other categories. The reprogramming of funds will allow the Department to fund validations of DNA quantitation kits, equipment, and additional training opportunities.

The LAPD is also seeking approval to accept a six-month no-cost extension. The extension will allow the LAPD to fully utilize grant funds and implement the revised budget.

If you have any questions regarding this matter, please have a member of your staff contact Chief Information Officer Maggie Goodrich, Commanding Officer, Information Technology Bureau, at (213) 486-0370.

Respectfully,



CHARLIE BECK
Chief of Police

**BOARD OF
POLICE COMMISSIONERS**

Approved
Secretary

June 2, 2015
M. L. ...

Attachments



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	City of Los Angeles	Project Period:	10/01/2013 - 09/30/2015	GAN Number:	002
Grantee Address:	200 N. SPRING ST SW MEZZANINE RM M175 LOS ANGELES, 90012	Program Office:	NIJ	Date:	03/07/2015
Grantee DUNS Number:	03-784-8012	Grant Manager:	Alan Spanbauer		
Grantee EIN:	95-6000735	Application Number(s):	2013-90544-CA-DN		
Vendor #:	956000735	Award Number:	2013-DN-BX-0070		
Project Title:	FY 2013 DNA Backlog Reduction Program - Los Angeles Police Department	Award Amount:	\$1,287,833.00		

Change Project Period

Current Grant Period:	Month: 17 Day: 30	New Grant Period:	Month: 23 Day: 29
Project Start Date:	10/01/2013	* New Project Start Date:	10/01/2013
Project End Date:	03/31/2015	* New Project End Date:	09/30/2015

Required Justification for Change Project Period:

See attached document.

Attachments:

Filename:	User:	Timestamp:
2013 Backlog Timeline for Remaining Funds KI2.xlsx	LAPDGRANTS	02/26/2015 6:16 PM
2013 Backlog Timeline of Milestones revKI2.docx	LAPDGRANTS	02/26/2015 6:17 PM
2013 Ext Justification to 9-30-15.docx	LAPDGRANTS	02/18/2015 6:22 PM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	03/07/2015 12:00 PM
Submitted	PO - Grant Manager	LAPDGRANTS	02/26/2015 6:18 PM
Change Requested	EXTERNAL - External User	spanba	02/23/2015 10:46 AM

As per your request.			
Change Requested	PO - Grant Manager	spanba	02/23/2015 10:46 AM
As per your request.			
Submitted	PO - Grant Manager	LAPDGRANTS	02/18/2015 6:22 PM
Change Requested	PO - Grant Manager	spanba	02/11/2015 10:19 AM
<p>I am change requesting the project period extension request for award number 2013-DN-BX-0070. The justification: The extension will enable the LAPD to fully utilize funds from the 2013 award is not sufficient to extend the award. As stated in the notification sent out last week: ..documentation must be provided for the grant manager to determine if the request is allowable, reasonable, and justified. Therefore, your</p>			
Change Requested	EXTERNAL - External User	spanba	02/11/2015 10:19 AM
<p>I am change requesting the project period extension request for award number 2013-DN-BX-0070. The justification: The extension will enable the LAPD to fully utilize funds from the 2013 award is not sufficient to extend the award. As stated in the notification sent out last week: ..documentation must be provided for the grant manager to determine if the request is allowable, reasonable, and justified. Therefore, your</p>			
Submitted	PO - Grant Manager	LAPDGRANTS	02/10/2015 4:10 PM

User: spanba

Action: Change Requested

Reason: As per your request.

ser: spanba

Action: Change Requested

Reason: I am change requesting the project period extension request for award number 2013-DN-BX-0070. The justification: The extension will enable the LAPD to fully utilize funds from the 2013 award is not sufficient to extend the award. As stated in the notification sent out last week: ..documentation must be provided for the grant manager to determine if the request is allowable, reasonable, and justified. Therefore, your

NCE will be reviewed on its own merit and justification, and not solely to spend down unobligated funds. For all NCEs, please refer to the following criteria:

1. The NCE must be submitted no sooner than 60 days before your current end date and no later than 30 days before the grant ends. Requests that are submitted after the 30-day period will not be reviewed.
2. Please attach a revised project timeline to reflect the new end date requested and the amount of funds remaining by cost category.

Timeline of Milestones 2013-DN-BX-0070

Dates	Budget Category	Activity
10-1-13 to 12-31-13	N/A	<ul style="list-style-type: none"> • Did not utilize grant funds during this time period.
1-1-14 to 3-31-14	N/A	<ul style="list-style-type: none"> • Did not utilize grant funds during this time period.
4-1-14 to 6-30-14	N/A	<ul style="list-style-type: none"> • Did not utilize grant funds during this time period.
7-1-14 to 9-30-14	Personnel	<ul style="list-style-type: none"> • Started utilizing overtime funds on 8-1-14 to screen, analyze, and interpret cases.
10-1-14 to 12-31-14	Personnel	<ul style="list-style-type: none"> • Utilized overtime funds to screen, analyze, and interpret cases.
1-1-15 to 3-31-15	Personnel	<ul style="list-style-type: none"> • Continue using overtime funds to screen, analyze, and interpret cases.
	Travel	<ul style="list-style-type: none"> • Personnel plan to attend the 2015 American Association of Forensic Sciences Annual Scientific Meeting in Orlando, FL from 2-2-15 through 2-6-15
	Supplies	<ul style="list-style-type: none"> • Purchase supplies such as Quantifier Duo and Identifier Amp kits from Life Technologies • Purchase supplies such as EZ1 and Qiasymphony DNA Investigator Kits from Qiagen.
	Consultants/Contracts	<ul style="list-style-type: none"> • Outsource cases to Bode Technology and Cellmark Forensics.
	Other	<ul style="list-style-type: none"> • Registration for the 2015 American Association of Forensic Sciences Annual Scientific Meeting.
4-1-15 to 6-30-15	Personnel	<ul style="list-style-type: none"> • Continue using overtime funds to screen, analyze, and interpret cases.
	Travel	<ul style="list-style-type: none"> • Personnel plan to attend the 2015 California Association of Criminalists Spring Seminar in Ventura, CA from 5-4-15 through 5-8-15.
	Supplies	<ul style="list-style-type: none"> • Continue to purchase supplies such as Quantifier Duo and Identifier Amp kits from Life Technologies • Continue to purchase supplies such as EZ1 and Qiasymphony DNA Investigator Kits from Qiagen. • Purchase PowerPlex Fusion kits from Promega. • Purchase Globalfiler kits from Life Technologies.
	Consultants/Contracts	<ul style="list-style-type: none"> • Outsource cases to Bode Technology and Cellmark Forensics.
	Other	<ul style="list-style-type: none"> • Purchase Armed Xpert software. • Registration for the 2015 California Association of Criminalists Spring Seminar in Ventura, CA from 5-4-15 through 5-8-15

**Timeline of Milestones
2013-DN-BX-0070**

Dates	Budget Category	Activity
7-1-15 to 9-30-15	Personnel	<ul style="list-style-type: none"> • Continue using overtime funds to screen, analyze, and interpret cases.
	Travel	<ul style="list-style-type: none"> • Personnel plan to attend seminars or training opportunities to be determined (Possibly the 2015 California Association of Criminalists Fall Seminar).
	Supplies	<ul style="list-style-type: none"> • Continue to purchase supplies such as Quantifier Duo and Identifier Amp kits from Life Technologies • Continue to purchase supplies such as EZ1 and Qiasymphony DNA Investigator Kits from Qiagen.
	Other	<ul style="list-style-type: none"> • Registration for seminars or training to be determined.

2012 Solving Cold Cases with DNA

Timeline for Use of Remaining Funds

Budget Category	Description	Budget	Expenditures	Planned Expenditures			Total Expenditures	Remaining Budget
				1-1-15 to 3-31-15	4-1-15 to 6-30-15	7-1-15 to 9-30-15		
Personnel	Overtime	\$ 557,310.90	\$ 197,286.77	\$ 120,008.05	\$ 120,008.04	\$ 120,008.04	\$ 557,310.90	\$ -
Travel	Seminars, conferences, and training	\$ 43,628.50	\$ 10,747.60	\$ 4,998.40	\$ 14,515.00	\$ 13,367.50	\$ 43,628.50	\$ -
Supplies	Supplies for evaluations, validations, etc.	\$ 534,370.00	\$ -	\$ 352,413.74	\$ 108,328.13	\$ 73,628.13	\$ 534,370.00	\$ -
Consultants/Contracts	Outsourcing of cases to Bode Technology and Cellmark Forensics	\$ 100,000.00	\$ -	\$ 50,000.00	\$ 50,000.00		\$ 100,000.00	\$ -
Other	Conference registration fees, software, etc.	\$ 52,523.60		\$ 6,950.00	\$ 37,118.60	\$ 8,455.00	\$ 52,523.60	\$ -
			\$ 208,034.37	\$ 534,370.19	\$ 329,969.77	\$ 215,458.67	\$ 1,287,833.00	\$ -

The LAPD respectfully requests a six-month extension of the 2013 Forensic DNA Backlog Reduction Grant from the current grant period end date of March 31, 2015 to September 30, 2015. LAPD is aware that September 30, 2015 is the maximum end date for the award.

The LAPD has been utilizing funds from the 2012 Forensic DNA Backlog Reduction Grant in anticipation of the grant end date of 3/31/15. As in previous grant cycles, the start of LAPD using the 2012 Backlog Grant funds was delayed due to the City's lengthy approval and acceptance practices.

However, in recognition of the current end date for the 2013 DNA Backlog Grant, the LAPD began using overtime funds from the 2013 grant on August 1, 2014. As of January 1, 2015, we have paid \$197,287 in overtime to Criminalists under the terms of the grant. At the current rate of overtime use, we would be unable to utilize the funds budgeted for overtime prior to March 31, 2015. However, extending the close of the grant to September 30, 2015 will allow the LAPD sufficient time to utilize the available overtime funds for casework and validations.

In addition, the LAPD will be processing orders for \$534,370.00 in supplies funded with the 2013 grant, the bulk (86%) of which are to be delivered and used this fiscal year. The remaining supplies are planned to be used during the 2015/16 fiscal year, prior to September 30, 2015.

The LAPD is on track to utilize all 2013 DNA Backlog Grant funds prior to September 30, 2015. The extension to that date, if granted, will enable the LAPD to fully utilize funds from the 2013 award.

Thank you for your time and consideration.



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	City of Los Angeles	Project Period:	10/01/2013 - 09/30/2015	GAN Number:	003
Grantee Address:	200 N. SPRING ST SW MEZZANINE RM M175 LOS ANGELES, 90012	Program Office:	NIJ	Date:	05/13/2015
Grantee DUNS Number:	03-784-8012	Grant Manager:	Alan Spanbauer		
Grantee EIN:	95-6000735	Application Number(s):	2013-90544-CA-DN		
Vendor #:	956000735	Award Number:	2013-DN-BX-0070		
Project Title:	FY 2013 DNA Backlog Reduction Program - Los Angeles Police Department	Award Amount:	\$1,287,833.00		

Note: There is no Final Review for this award.

Budget Modification

* All editable Budget fields must contain a numeric value.

Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$ 557311	\$ -245091	\$ 312220
B. Fringe Benefits	\$ 0	\$ 0	\$ 0
C. Travel	\$ 43628	\$ 4125	\$ 47753
D. Equipment	\$ 0	\$ 63900	\$ 63900
E. Supplies	\$ 534370	\$ 23639	\$ 558009
F. Construction	\$ 0	\$ 0	\$ 0
G. Contractual	\$ 100000	\$ 0	\$ 100000
H. Other	\$ 52524	\$ 153427	\$ 205951
TOTAL DIRECT COST	\$ 1287833	\$ 0	\$ 1287833
Total Direct Costs = (Sum of lines A-H)			
	\$	\$	\$

INDIRECT COST	0	0	0
TOTAL PROJECT COST	\$ 1287833	\$ 0	\$ 1287833
Total Project Costs = Total Direct Costs + Indirect Cost Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$ 1287833		\$ 1287833
NON-FEDERAL FUNDS APPROVED	\$ 0	\$ 0	\$ 0
PROGRAM INCOME	\$ 0	\$ 0	\$ 0

*** Required Justification for Budget Modification**

See attached documents.

Attachments:

Filename:	User:	Timestamp:
2013 DNA Backlog KMIrev5 cb revJATrev.xlsx	LAPDGRANTS	04/27/2015 9:35 AM
2013 Justification KMIrev4.docx	LAPDGRANTS	04/27/2015 9:35 AM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Supervisor	islercyn	05/13/2015 12:05 PM
Submitted	PO - Grant Manager	LAPDGRANTS	04/27/2015 9:35 AM
Draft	EXTERNAL - External User	LAPDGRANTS	04/27/2015 9:34 AM

LOS ANGELES POLICE DEPARTMENT
2013 Forensic DNA Backlog Reduction Program
Award Number 2013-DN-BX-0070
Budget Modification Justification

The Los Angeles Police Department (LAPD) requests approval to reprogram funds from Personnel to the Travel, Equipment, Supplies and Other categories.

LAPD requests permission to decrease the overtime budget in the Personnel category by \$245,091. The funds will be used to increase the Travel budget by \$4125, Equipment budget by \$63,900, Supplies budget by \$23,639 and budget for Other by \$153,427.

Travel funds will be used for additional training opportunities. LAPD wishes to purchase camera systems, near-IR light source/microscope, and other items in the Equipment category. In the Supply category, LAPD wishes to purchase kits from Promega for the validation a new DNA quantitation kit. In the Other category, funds will be used to for registration fees and the purchase of items such as paginators, lab stools, GeneMapper ID-X licenses, and DSLR cameras.

The LAPD respectfully requests approval of this GAN. The GAN will assist the LAPD in enhancing productivity and achieving the program goals.

Budget Detail Worksheet - 2013 DNA Backlog

Purpose: This Budget Detail Worksheet must be used as your budget detail, and you must use the budget narrative sections provided. All required information must be present in the budget narrative. Please do not remove the excess from this budget detail worksheet. You may hide the rows you do not wish to use, but do not delete them.

NOTE: If you want to copy the data from a cell into another cell, click on the cell and then press the "CTRL" button that covers up any value you just entered. Select the "Format Only" for "Clipboard and Numbers" options. This means the content is copied but the cell and only pastes the text into the cell. Do not copy and paste cells with data calculations formulas into this spreadsheet. Do not want to copy a cell that gives you a total, pasting the cell that has the formula in it will stop the spreadsheet from allowing the formula to calculate the total value.

A. Personnel—List each position by title - NOT INDIVIDUAL NAMES. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Casework Position (additional)	Computation			
	Amount per unit	Define Unit	# units	# Individuals

Cost	
\$0.00	Enter casework analysts/technicians here
\$0.00	
\$0.00	
Subtotal	\$0.00

Database Position (additional)	Amount per unit	Define Unit	# units	# Individuals

Cost	
\$0.00	Enter database analysis/technicians here
\$0.00	
\$0.00	
Subtotal	\$0.00

Casework Position (Overtime)	Amount per unit	Define Unit	# units	# Individuals
Criminalist I	\$46.65	per hour	68.5	79
Criminalist II	\$75.90	per hour	68.0	45
Criminalist III	\$79.65	per hour	58.5	5

Cost	
\$43,884.40	Enter casework overtime here
\$198,099.00	
\$23,287.83	
\$0.00	
\$0.00	
Subtotal	\$265,061.03

Validation Overtime	Amount per unit	Define Unit	# units	# Individuals

Cost	

Database Position (Overtime)	Amount per unit	Define Unit	# units	# Individuals

Cost	

Administrative Costs Position	Amount per unit	Define Unit	# units	# Individuals
Grant Manager - Management Analyst II	\$62.60	per hour	70.0	1
Grant Manager - Criminalist III	\$79.65	per hour	40.0	1
Grant Administration - Clerk Typist	\$34.10	per hour	37.0	1

Cost	
\$4,991.65	Enter administrative costs here
\$3,186.00	
\$1,261.52	
Subtotal	\$8,829.17

PERSONNEL TOTAL: \$312,219.69

Note: In the # of units column, you can display the entry as a percentage (%) or a number. To change between numbers and percentage, select the cell by left clicking on it, then right click and select **FORMAT CELLS**, then the **NUMBER** tab, then select number or percentage (%) from the list

Casework Overtime salaries + Fringe = **\$265,061.03**

Budget Narrative for Personnel:
 The LAPD SDU requests Overtime costs to support 79 full-time casework analysts at the rates of \$46.65, \$75.90, \$79.65, \$39.63 and \$47.00 per hour. These analysts will be directly involved in the processing, screening, analysis, and interpretation of forensic DNA cases, as well as the review and upload of any CODIS-eligible profiles. The calculations for how many cases that need to be completed with these funds is done in the Supply narrative.
 The LAPD SDU is requesting 505 hours of overtime for the DNA Technical Leader and other analysts to evaluate and validate a new expanded core loci STR kit, as well as other potential validations.
 The LAPD SDU is also requesting 147 hours of overtime for grant related activities, 70 hours at a rate of \$62.60 per hour for a Management Analyst II for the administrative aspects of the grant; 40 hours at \$79.65 for a Criminalist III for technical aspects of this program; and 37 hours at a rate of \$34.10 per hour for a Clerk Typist who assists the Laboratory Technicians with the filing of grant related casework data, along with the tracking of all grant related overtime.

B. Fringe Benefits—Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed category (A) and only for the percentage of time devoted to the project. Any fringe benefit that is usual and allowable by the agency may be applied to overtime.

Budget Detail Worksheet - 2013 DNA Backlog

	Amount of Personnel for basis
Casework Position (additional)	
Employer's FICA	\$0.00
Retirement	\$0.00
Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

% of Amount of Personnel	Additional computation (optional)
6.65%	
0.00%	
0.00%	
22.00%	
1.50%	
2.00%	

Cost	
\$0.00	Enter casework analysts/technicians fringe here
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Subtotal	\$0.00

	Amount of Personnel for basis
Database Position (additional)	
Employer's FICA	\$0.00
Retirement	\$0.00
Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

% of Amount of Personnel	Additional computation (optional)
6.65%	
0.00%	
0.00%	
22.00%	
1.50%	
2.00%	

Cost	
\$0.00	Enter database analysts/technicians fringe here
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Subtotal	\$0.00

	Amount of Personnel for basis
Casework Position (Overtime)	
Employer's FICA	\$265,061.03
Retirement	\$265,061.03
Uniform Allowance	\$265,061.03
Health Insurance	\$265,061.03
Workman's Compensation	\$265,061.03
Unemployment Compensation	\$265,061.03

% of Amount of Personnel	Additional computation (optional)
0.00%	
0.00%	
0.00%	
0.00%	
0.00%	
0.00%	

Cost	
\$0.00	Enter casework overtime fringe here
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Subtotal	\$0.00

	Amount of Personnel for basis
Validation Overtime	

% of Amount of Personnel	Additional computation (optional)

Cost	

	Amount of Personnel for basis
Database Position (Overtime)	

% of Amount of Personnel	Additional computation (optional)

Cost	

	Amount of Personnel for basis
Administrative Costs Position	
Employer's FICA	\$8,829.17
Retirement	\$8,829.17
Uniform Allowance	\$8,829.17
Health Insurance	\$8,829.17
Workman's Compensation	\$8,829.17
Unemployment Compensation	\$8,829.17

% of Amount of Personnel	Additional computation (optional)
0.00%	
0.00%	
0.00%	
0.00%	
0.00%	
0.00%	

Cost	
\$0.00	Enter administrative fringe here
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Subtotal	\$0.00

FRINGE TOTAL: \$0.00

TOTAL PERSONNEL AND FRINGE: \$312,219.89

Budget Narrative for Fringe Benefits: There is no funding requested in this budget category.

C. Travel—Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meetings, etc. Show the basis of computation (e.g., six people at a 3-day training at \$X airfare, \$Y lodging, \$Z subsistence). For training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known. Indicate source of Travel Policies applied: Applicant or Federal Travel Regulations.

Budget Detail Worksheet - 2013 DNA Backlog

Purpose of Travel	Location	Item	Cost	# Individuals	# Nights/Days	# Trips	Cost
CODIS Conference 11-17-14 to 11-20-14	Norman	Airfare	\$468.20	1	1	1	\$468.20
	OK	Hotel	\$94.00	1	3	1	\$282.00
		Meals	\$45.75	1	4	1	\$183.00
		Misc. (shuttles, bag fees, etc.)	\$21.50	1	4	1	\$86.00
Bloodstain Pattern Analysis 3-21-15 to 3-28-15	Bethlehem	Airfare	\$754.70	1	1	1	\$754.70
	PA	Hotel	\$102.67	1	6	1	\$616.02
		Meals	\$54.64	1	7	1	\$382.48
		Misc. (shuttles, bag fees, etc.)	\$25.00	1	2	1	\$50.00
California Association of Criminologists (CAC) 2015 Spring Seminar 5-4-15 to 5-8-15	Ventura	Airfare	\$0.00	10	1	1	\$0.00
	CA	Hotel	\$138.00	10	4	1	\$5,520.00
		Meals	\$71.00	10	5	1	\$3,550.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	10	2	1	\$500.00
Bode East DNA Technical Workshop 5-26-15 to 5-29-15	Orlando	Airfare	\$600.00	5	1	1	\$3,000.00
	FL	Hotel	\$115.00	5	5	1	\$2,875.00
		Meals	\$58.00	5	6	1	\$1,680.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	5	6	1	\$750.00
California Association of Criminologists (CAC) 2015 Fall Seminar 9-21-15 to 9-25-15	San Francisco	Airfare	\$300.00	9	1	1	\$2,700.00
	CA	Hotel	\$251.00	9	4	1	\$9,038.00
		Meals	\$71.00	9	5	1	\$3,195.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	9	2	1	\$450.00
CODIS State Administrator Training TBD	TBD	Airfare	\$400.00	3	1	1	\$1,200.00
		Hotel	\$175.00	3	4	1	\$2,100.00
		Meals	\$75.00	3	5	1	\$1,125.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	3	2	1	\$150.00
DNA Mixture Interpretation Software Workshop TBD	TBD	Airfare	\$400.00	2	1	1	\$800.00
		Hotel	\$175.00	2	5	1	\$1,750.00
		Meals	\$75.00	2	6	1	\$900.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	2	2	1	\$100.00
Advanced Bloodstain Pattern Analysis on Fabrics TBD	TBD	Airfare	\$400.00	2	1	1	\$800.00
		Hotel	\$175.00	2	5	1	\$1,750.00
		Meals	\$75.00	2	6	1	\$900.00
		Misc. (shuttles, bag fees, etc.)	\$25.00	2	2	1	\$100.00

Are you within the 6% cap for travel and registration for meetings/conferences?

Travel costs:	\$47,753.40
Registration:	\$18,595.00

\$64,348.40 Travel/Registration total
\$1,287,833.00 Award total

4.907%	% of Award for Travel/Registration to Meetings and Conferences
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Meeting Travel Subtotal \$47,753.40

		Airfare	\$0.00	1	1	1	\$0.00
		Hotel	\$0.00	1	1	1	\$0.00
		Meals	\$0.00	1	2	1	\$0.00
		Misc. (bag fee, ground trans.)	\$0.00	1	1	1	\$0.00

Enter travel associated with training sessions and/or vendor laboratory site visits in the grey shaded boxes.

Non-meeting travel Subtotal \$0

TRAVEL TOTAL: \$47,753.40

Budget Narrative for Travel:
To increase productivity, the LAPD will utilize grant funds to procure travel, lodging, and meals to attend DNA/STR and related professional conference and training opportunities for Criminalists. Staff will attend the following major annual DNA training events: CODIS Conference, Bloodstain Pattern Analysis, California Association of Criminalists (CAC) 2015 Spring Seminar, Bode East DNA Technical Workshop, California Association of Criminalists (CAC) 2015 Fall Seminar, CODIS State Administrator Training, DNA Mixture Interpretation, Advanced Bloodstain Pattern Analysis on Fabrics or training of a similar nature. These training events will provide DNA Criminalists with the annual DNA training required by the current version of the "FBI Quality Assurance Standards Audit for Forensic DNA Testing Laboratories" document (utilized by ASCLD/LAB and other forensic accrediting bodies when accrediting forensic DNA laboratories) or will provide trainees with additional background to prepare for independent DNA casework. In addition, the training events will allow Criminalists to remain current on salient topics in forensic science, including those with a potential to improve productivity without sacrificing quality.

D. Equipment—List non-expendable items that are to be purchased. (Note: Organization's own capitalization policy for classification of equipment should be used. Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. The budget narrative for this category should explain how the equipment is necessary for the success of the project as well as describe the procurement method to be used. A separate justification must be provided for sole source purchases in excess of \$100,000.

Instrument or Equipment Item	Cost per Unit	# Units	Define Unit	Vendor	Cost
Crime-Lite ML2 UV ALS and camera system	\$29,600.00	1	Each	Foster & Freeman	\$29,600.00
42S Crime-Lite UV-IR search kit and camera module with case	\$16,200.00	1	Each	Foster & Freeman	\$16,200.00
Near-IRC microscope and camera system	\$18,100.00	1	Each	Leeds	\$18,100.00
EQUIPMENT TOTAL					\$63,900.00

Note - Always include the vendor name - then add up all costs to that vendor to see if you exceed \$100,000 in sole source requests

Budget Narrative for Equipment (be sure to include procurement type for any purchases over \$100,000 - existing contract, sole source, competitive bid):
The LAPD SDU is requesting funds to augment the documentation and interpretation of bloodstain patterns at crime scenes in connection with DNA analysis of those bloodstain samples by using \$29,600 for a UV ALS camera system.

Budget Detail Worksheet - 2013 DNA Backlog

Item	Location	Computation				
		Cost per unit	Define Unit	# Units	# Individuals	Cost
Airfare		\$0.00				\$0.00
Hotel		\$0.00				\$0.00
Meals		\$0.00				\$0.00
Misc.						\$0.00

Consultant Expense Subtotal \$0.00

Contracts: Provide a description of the product or services to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Vendor	Service Provided	Cost
			\$0.00

Contracts for Outsourcing:

Item	Vendor	Cost per case or sample	Number of cases or samples	Total Cost
Outsourcing of DNA cases	Bode Technology	\$1,500.00	50	\$75,000.00
Outsourcing Ref. Samples from prior cases	LabCorp/Ceillmark Forensics	\$250.00	100	\$25,000.00

Contracts Subtotal \$100,000.00

CONSULTANTS/CONTRACTS TOTAL \$100,000.00

Budget Narrative for Consultants/Contracts (be sure to include procurement type for any purchases over \$100,000 from a single vendor - existing contract, sole source, competitive bid):
 In order to further reduce the backlog of forensic DNA cases, the LAPD is also requesting funds to outsource 50 cases to Bode Technology for \$1,500 per case and 100 reference samples (related to previously examined cases) to LabCorp/ Ceillmark Forensics for \$250 per case. LAPD has used the competitive bid process for establishing contract laboratories, and has established contracts with two contract laboratories (LabCorp/Ceillmark Forensics and Bode Technology). Any contract laboratory paid for by funds from this grant will have an approved Finding of No Significant Impact (FONSI) on file for the National Environmental Policy Act (NEPA).

H. Other Costs—List items like registration and workshop fees, software purchases, renovation costs (if not covered by contracts), LIMS systems, books and journals, and equipment items which have a cost below agency requirements to be called equipment. List registration fees and workshop fees associated with meetings and conferences in the designated spaces.

Registration and Workshop Costs	Computation		# Units	Cost
	Cost per unit	(define unit)		
Bloodstain Pattern Analysis	\$1,695.00	per person	1	\$1,695.00
California Association of Criminalists 2015 Spring Seminar	\$400.00	per person	10	\$4,000.00
California Association of Criminalists 2015 Fall Seminar	\$400.00	per person	6	\$3,000.00
Bode East DNA Technical Workshop	\$775.00	per person	5	\$3,875.00
DNA Mixture Interpretation	\$475.00	per person	3	\$1,425.00
Advanced Bloodstain Pattern Analysis on Fabrics	\$1,000.00	per person	2	\$2,000.00
			Registration Subtotal	\$18,995.00

Enter only registration fees for meetings/conferences in pink cells

Item	Computation			Vendor	Cost
	Cost per unit	(define unit)	# Units		
Flash Drives	\$51.52	Each	100	Imaging Products International	\$5,152.00
DS-6500 Paginator	\$3,837.44	Each	2	Fisher Scientific	\$7,274.88
CP4525 Laserjet Printer	\$1,538.76	Each	1	Hewlett Packard	\$1,538.76
Lab Chairs	\$344.49	Each	45	Fisher Scientific	\$15,502.05
GeneMapper ID-X	\$7,393.47	Each License	20	Life Technologies	\$147,869.40
Nikon D5300 DSLR	\$1,000.00	Each	2	Nikon	\$1,999.98
HemoSpat software	\$1,900.00	Each	1	HemoSpat	\$1,900.00
Epson Styfus Printer	\$895.88	Each	1	Epson	\$895.88
Water System leak detector	\$1,000.00	Each	1	TBD	\$1,000.00
Laptops	\$2,180.00	Each	2	Dell or HP	\$4,360.00
50" Monitor	\$665.00	Each	1	Samsung	\$665.00
Monitor Stand	\$550.00	Each	1	Office Depot	\$550.00
Computer Stand	\$550.00	Each	1	Office Depot	\$550.00
Logitech Speaker System	\$75.97	Each	1	Office Depot	\$75.97
Stereo Audio Cable	\$24.00	Each	1	Office Depot	\$24.00
			Subtotal	\$189,356.91	

Enter all other "Other" expenses (costs not associated with meeting/conference registration fees) in the yellow cells

OTHER TOTAL \$206,950.91

Budget Narrative for Other (be sure to include procurement type for any purchases over \$100,000 from a single vendor - existing contract, sole source, competitive bid):

Budget Detail Worksheet - 2013 DNA Backlog

To increase productivity, the LAPD will utilize grant funds registration and workshop fees for conferences and training opportunities for Criminalists. Staff will attend the following major annual DNA training events: CODIS Conference, Bloodstain Pattern Analysis, California Association of Criminalists (CAC) 2015 Spring Seminar, Bode East DNA Technical Workshop, California Association of Criminalists (CAC) 2015 Fall Seminar, CODIS State Administrator Training, DNA Mixture Interpretation, Advanced Bloodstain Pattern Analysis on Fabrics or training of a similar nature. These training events will provide DNA Criminalists with the annual DNA training required by the current version of the "FBI Quality Assurance Standards Audit for Forensic DNA Testing Laboratories" document (utilized by ASCLD/LAB and other forensic accrediting bodies when accrediting forensic DNA laboratories) or will provide trainees with additional background to prepare for independent DNA casework. In addition, the training events will allow Criminalists to remain current on salient topics in forensic science, including those with a potential to improve productivity without sacrificing quality.

Flash drives will be purchased utilizing funds from this grant in order for the DNA Analysts to transfer their analysis data from non-City computers (provided by instrument manufacturers with their instruments) to the City computers (where the data is analyzed). The flash drives are a necessity, as LAPD's Information Technology Division (ITD) will not allow non-City provided computers to be hooked to LAPD's network. Also, with the advent of new analysis techniques, such as the upcoming switch to new DNA profiling kits with more data utilizing GMIDX software, the LAPD is in need of larger capacity thumb drives to accomplish the transfer of increasing amounts of data that may not be possible with the current cadre of 1-2 GB flash drives in use. For these reasons, the LAPD is going to need to purchase larger capacity thumb drives for DNA analysts' use in performing their duties.

The LAPD requests permission to purchase two paginators. The paginators will be used for assembling DNA analysis reports that contain an average of fifty pages per case packet. Each page contained within a case packet must have an identifying page number and associated divisional record to ensure its completeness. Paginators allow for uniformity and efficiency in the case assembly process.

The LAPD is requesting a color LaserJet printer for printing CODIS reports and memorandums in the CODIS room.

The current stools in the serology laboratory have been in use for over 20 years. Due to the presence of failing casters, unstable footrests, collapsed padding and/or upholstery tears, these chairs are no longer serviceable. Non-standard vinyl upholstery is necessary to allow for routine cleaning of the stools to prevent cross-contamination of DNA evidence via the seating surfaces. A seat height adjustable from approximately 20 to 27 inches accommodates the current laboratory staff, whether seated at 30" laboratory benches, or standard raised 38" laboratory benches. The LAPD requests permission to purchase a total of 45 lab stools.

Twenty new Gene Mapper IDX licenses will be purchased from Life Technologies to be installed on workstations. The Gene Mapper IDX licenses will enable the LAPD DNA Analysts to analyze raw data from the genetic analyzers fitted with the Life Technologies new 3130XL sixteen capillary upgrades.

The LAPD is also requesting funds to facilitate the photographic documentation of bloodspatter pattern evidence at crime scenes in connection with DNA analysis of biological fluids. LAPD plans to purchase two Nikon D5300 DSLR cameras which features an adjustable image screen for ease in framing photographs at difficult angles for optimal documentation.

The LAPD will purchase one license of HemoSpal software to aid in the documentation and interpretation of bloodstain spatter evidence at crime scenes in connection with DNA analysis.

The LAPD will purchase one Epson Stylus Printer to support documentation of screening evidence at an existing MIDEO digital documentation station, thus enhancing efficiency.

The LAPD SDU is requesting funds to improve the efficiency and operation of an existing reverse-osmosis water filtration system by using purchasing a leak detection system to add to the water filtration system.

The LAPD plans to purchase a laptop computer, 50" HDMI monitor, monitor stand, A/V stand, speakers and cables for training. Training 18 analysts in DNA extraction and quantization in the immediate future (with approximately 12 of those analysts to continue with DNA typing training in later months/years) will increase efficiency and allow for a more expeditious reduction in our casework backlog (per NIJ definition - over 30 days since received by the lab), as well as preclude anticipated increases in property crime requests from developing into a backlog. The requested items are essential to efficiently display the previously designed PowerPoint-based DNA training modules, which are a major component of the already developed DNA training program. This equipment will be solely for use by the LAPD Serology/DNA Unit (the lone occupants of the Piper Technical Center space). Due to space limitations at the Forensic Science Center (FSC) location, the renovations recently completed at the Piper Technical Center (PTC) space will allow the training to be conducted there. Existing equipment is not available for transfer from the FSC location, as that equipment is the property of an agency that shares building space with the LAPD, and there is no similar sharing agreement at the PTC space (nor is comparable equipment available there).

The LAPD plans to purchase an additional laptop computer for use at the FSC. The laptop will be used to connect to one of the existing monitors for conference calls and webinars. This functionality is needed at the FSC and PTC to facilitate telecommunication between sites.

I. Indirect Cost—Indirect costs are allowed only if the applicant has Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Computation			
Description	Amount of Direct Costs the Indirect Rate Applies to:	Indirect Cost Rate	Cost
		3.00%	\$0.00
INDIRECT COST TOTAL			\$0.00

Budget Summary—When you have completed this budget worksheet, the totals for each category will transfer to the spaces below. The total costs and total project costs will be computed via Excel formula. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$312,219.69
B. Fringe Benefits	\$0.00
C. Travel	\$47,753.40
D. Equipment	\$63,900.00
E. Supplies	\$558,009.00
F. Construction	\$0.00
G. Consultants/Contracts	\$100,000.00
H. Other	\$205,950.81

Budget Detail Worksheet - 2013 DNA Backlog

Total Direct Costs	\$1,287,833.00
i. Indirect Costs	\$0.00
TOTAL PROJECT COSTS	\$1,287,833.00
Federal Request	\$1,287,833.00
Non-Federal Amount	\$0.00

NOTE: If a Non-Federal amount is entered, make sure those items for which they will be used must be incorporated into your overall budget. Indicate clearly throughout your budget narrative and detail worksheet for which items these funds will be used.

INTRADEPARTMENTAL CORRESPONDENCE

May 22, 2015
1.17

TO: Chief of Police

FROM: Commanding Officer, Information Technology Bureau

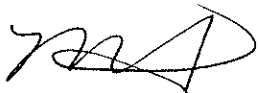
SUBJECT: REQUEST FOR APPROVAL OF EXTENSION AND REPROGRAMMING OF FUNDS FOR THE 2013 FORENSIC DNA BACKLOG REDUCTION PROGRAM

Attached for your approval and signature is an Intradepartmental Correspondence to the Board of Police Commissioners requesting approval to transmit the attached requests for the 2013 Forensic DNA Backlog Reduction Program to the Mayor, Office of the City Administrative Officer, Office of the Chief Legislative Analyst, and to the City Clerk for committee and City Council consideration.

The Los Angeles Police Department (LAPD) requests approval to reprogram funds totaling \$245,091. Funds would be transferred from the Personnel category to the Travel, Equipment, Supplies and Other categories. The reprogramming of funds will allow the Department to fund validations of DNA quantitation kits, equipment, and additional training opportunities.

The LAPD is also seeking approval to accept a six-month no-cost extension. The extension will allow the LAPD to fully utilize grant funds and implement the revised budget.

If you have any questions regarding this matter, please have a member of your staff contact Senior Management Analyst Stella Larracas, Officer in Charge, Grants Section, at (213) 486-0380.



MAGGIE GOODRICH, Chief Information Officer
Commanding Officer
Information Technology Bureau

Attachments