

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: November 4, 2013

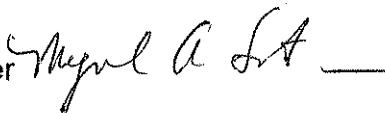
CAO File No. 0130-01868-0013

Council File No. 12-0187

Council District: --

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer



Reference: Board of Police Commissioners Transmittal dated October 2, 2013

Subject: **2013-14 SOBRIETY CHECKPOINT MINI-GRANT PROGRAM**

SUMMARY

The Los Angeles Police Department (LAPD) seeks retroactive approval to apply for and accept a \$2,244,100 grant award from the State of California Office of Traffic Safety for the 2013-14 Sobriety Checkpoint Mini-Grant Program for the period of October 1, 2013 through September 30, 2014. The grant is administered by the University of California, Berkeley – Safe Transportation Research and Education Center.

The goal of the program is to reduce the number of people killed or injured in driving under the influence (DUI) traffic collisions within the City. The program period includes two national target mobilization periods: Winter Holiday (December 13, 2013 through January 1, 2014) and Labor Day (August 15, 2014 through September 1, 2014). The LAPD will use \$2,216,000 to provide overtime to sworn and civilian personnel to staff 160 checkpoint operations throughout the grant term. The balance of \$28,100 will be used to purchase checkpoint supplies including lights, generators, portable breath alcohol testing devices, signage and cones.

Acceptance of the grant does not require a direct match. Further details on the grant are provided in the attached correspondence from the Board of Police Commissioners dated October 2, 2013.

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the Chief of Police or designee to:
 - a. Retroactively apply for and accept the 2013-14 Sobriety Checkpoint Mini-Grant in the amount of \$2,244,100 from the State of California Office of Traffic Safety and University of California, Berkeley – Safe Transportation Research and Education Center (UCB – SafeTREC) for the period of October 1, 2013 through September 30, 2014;

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CITY CLERK
BY
DEPUTY ^{9/5}

- b. Execute the attached Grant Agreement on behalf of the City and submit the necessary documents relative to the grant award, subject to the approval of the City Attorney as to form and legality;

2. Authorize the Los Angeles Police Department (LAPD) to:

- a. Expend \$2,244,100 of the 2013-14 Sobriety Checkpoint Mini-Grant funds in accordance with the Grant Agreement;
- b. Submit grant reimbursement request to the grantor and deposit grant receipts in the Police Department Grants Fund No. 339, Department 70;

3. Authorize the Controller to:

- a. Establish a grant receivable in the amount of \$2,244,100 and establish an appropriation account, account number to be determined, within Fund No. 339/70 for the receipt and disbursement of grant funds;
- b. Increase appropriations on an as-needed basis as follows:

	<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
From:	339/70	70XXX	2013-14 Sobriety Checkpoint Mini-Grant	\$1,500,000
To:	100/70	001090	Overtime General	\$ 100,000
	100/70	001092	Overtime Sworn	1,400,000

- 4. Instruct the City Clerk to place on the City Council agenda on July 1, 2014 or the first meeting day thereafter the following instructions:

Authorize the Controller to increase appropriations on an as-needed basis as follows:

	<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
From:	339/70	70XXX	2013-14 Sobriety Checkpoint Mini-Grant	\$ 716,000
To:	100/70	001090	Overtime General	\$ 46,000
	100/70	001092	Overtime Sworn	670,000

- 5. Authorize the LAPD to prepare Controller's instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize and instruct the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will provide \$2,244,100 in funding to the Los Angeles Police Department to conduct sobriety checkpoints on an overtime basis as part of the Sobriety Checkpoint Mini-Grant program. No matching funds are required and there is no additional impact to the General Fund. Acceptance of the grant is in compliance with the City's Financial Policies in that one-time revenue is used for one-time expenses.

MAS:JCY:04140049

Attachment

Attachment

LOS ANGELES POLICE COMMISSION

BOARD OF
POLICE COMMISSIONERS

STEVE SOBOROFF
PRESIDENT

PAULA MADISON
VICE PRESIDENT

SANDRA FIGUEROA-VILLA
KATHLEEN C. KIM
ROBERT M. SALTZMAN

MARIA SILVA
COMMISSION EXECUTIVE ASSISTANT



ERIC GARCETTI
Mayor

RICHARD M. TEFANK
EXECUTIVE DIRECTOR

ALEXANDER A. BUSTAMANTE
INSPECTOR GENERAL

EXECUTIVE OFFICE
POLICE ADMINISTRATION BUILDING
100 WEST FIRST STREET, SUITE 134
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE
(213) 236-1410 FAX
(213) 236-1440 TDD

October 2, 2013

BPC #13-0325

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

The Honorable City Council
City of Los Angeles
c/o City Clerk's Office

Attention Mandy Morales

Dear Honorable Mayor:

RE: TRANSMITTAL OF THE GRANT AGREEMENT FOR THE FISCAL YEAR 2013-2014
SOBRIETY CHECKPOINT MINI-GRANT PROGRAM FROM THE UNIVERSITY OF
CALIFORNIA BERKELEY – SAFE TRANSPORTATION RESEARCH AND
EDUCATION CENTER

At the regular meeting of the Board of Police Commissioners held Tuesday, September 24, 2013, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in cursive script that reads "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

BPC#13-0325

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SEP 18 2013

POLICE COMMISSION

September 18, 2013
1.17

REVIEWED

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

Richard M. Tefank
RICHARD M. TEFAK
EXECUTIVE DIRECTOR
9/18/13
DATE

SUBJECT: TRANSMITTAL OF THE GRANT AGREEMENT FOR THE FISCAL YEAR
2013-2014 SOBRIETY CHECKPOINT MINI-GRANT PROGRAM FROM THE
UNIVERSITY OF CALIFORNIA BERKELEY – SAFE TRANSPORTATION
RESEARCH AND EDUCATION CENTER

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application and award for the Fiscal Year (FY) 2013-2014 Sobriety Checkpoint Mini-Grant Program, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Chief Legislative Analyst and to the City Clerk for Committee and City Council consideration.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police or his designee to ACCEPT the award of the FY 2013-2014 Sobriety Checkpoint Mini-Grant Program from the University of California Berkeley – Safe Transportation Research and Education Center (UCB – SafeTREC) in the amount of \$2,244,100, for the period of October 1, 2013, through September 30, 2014;
 - B. AUTHORIZE the Chief of Police or his designee to execute the Grant Agreement on behalf of the City and submit the necessary documents relative to the grant award, subject to the approval of the City Attorney as to form and legality;
 - C. AUTHORIZE the Chief of Police to reapply for UCB – SafeTREC grants on behalf of the City as they become available;
 - D. AUTHORIZE the Los Angeles Police Department (LAPD) to expend \$2,244,100 of Sobriety Checkpoint Mini-Grant funds in accordance with the Grant Agreement;
 - E. AUTHORIZE the Controller to set up a grant receivable in the amount of \$2,244,100 and establish an appropriation account, account number to be determined, within Fund No. 339, Department No. 70, for the disbursement of 2013-14 Sobriety Checkpoint Mini-Grant funds;

- F. AUTHORIZE the Controller to increase appropriations as needed from FY 2013-2014 Sobriety Checkpoint Mini-Grant Program, Fund No. 339, appropriation account number to be determined, Department No. 70, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001092, Overtime Sworn, \$1,400,000
Account No. 001090, Overtime Civilian, \$100,000; and

- G. AUTHORIZE the City Clerk to place on the City Council agenda on July 1, 2014 or the first meeting day thereafter the following instructions:

AUTHORIZE the Controller to increase appropriations as needed from Fund No. 339, Department No. 70, of the FY 2013-2014 Sobriety Checkpoint Mini-Grant Program appropriation, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001092, Overtime Sworn, \$670,000
Account No. 001090, Overtime Civilian, \$46,000; and

- H. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts into Fund No. 339, Department No. 70; and
- I. 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

In 2012, approximately 1,000 people were killed or injured in DUI-related traffic collisions in the City. The Sobriety Checkpoint Program will use grant funding to deploy officers and civilians at 160 sobriety checkpoints from October 1, 2013, through September 30, 2014. The goal of the checkpoints is to reduce the number of victims killed and injured in DUI-related traffic collisions.

The remaining sworn and civilian overtime amount of \$716,000 will be utilized in Fiscal Year 2014-2015. In addition, \$28,100 of the grant will be used to purchase breath alcohol testing devices, lights, cones and other pertinent equipment needed to safely conduct a sobriety checkpoint.

In 2012, the Department was a recipient of a \$2,170,800 Sobriety Checkpoint Mini-Grant. Between October 1, 2012 and July 31, 2013, the Department conducted 131 sobriety checkpoints that resulted in 1,140 DUI arrests and 137 vehicles were impounded.

The Honorable Board of Police Commissioners

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The UCB – SafeTREC classifies the Sobriety Checkpoint Programs as “mini-grants” because they are grants directed towards a specific issue (i.e. sobriety checkpoints) as opposed to a typical grant wherein the grantee decides how the funds should be used. The Sobriety Checkpoint Program Grant Agreement uses a standard format (with the exception of statistical data) used by all law enforcement agencies. The Sobriety Checkpoint Program requires zero matching funds from the Department except for the compensation of officers who are subpoenaed for court or administrative hearings resulting from arrests made during the checkpoints.

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

Respectfully,



CHARLIE BECK
Chief of Police

Attachments

BOARD OF
POLICE COMMISSIONERS
Approved *August 24, 2013*
Secretary *Maria Silva*

INTRADEPARTMENTAL CORRESPONDENCE

September 6, 2013

1.17

TO: Chief of Police

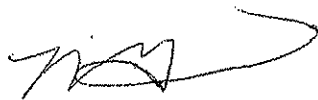
FROM: Commanding Officer, Information Technology Bureau

SUBJECT: TRANSMITTAL OF THE 2013-2014 SOBRIETY CHECKPOINT MINI-GRANT PROGRAM APPLICATION FROM THE UNIVERSITY OF CALIFORNIA BERKELEY – SAFE TRANSPORTATION RESEARCH AND EDUCATION CENTER

Attached for your approval and signature is an Intradepartmental Correspondence to the Board of Police Commissioners requesting approval from the Mayor and City Council for the Los Angeles Police Department (LAPD) to submit the application and accept the grant award for the 2013-2014 Sobriety Checkpoint Mini-Grant Program. Your approval would allow the LAPD to accept grant funding in the amount of \$2,244,100 from the University of California Berkeley – Safe Transportation Research and Education Center for the Sobriety Checkpoint Mini-Grant Program. The award period will commence on October 1, 2013, and ends on September 30, 2014.

The LAPD will conduct a total of 160 sobriety checkpoints during the grant period. The grant funds will provide overtime for both sworn and civilian employees to conduct the sobriety checkpoints. The goal of the grant program is to reduce the number of victims killed and injured in alcohol-related vehicle accidents in the City of Los Angeles.

If there are any questions regarding this matter, a member of your staff may contact Senior Management Analyst Stella Larracas, Grants Section, at (213) 486-0380.



MAGGIE GOODRICH, Chief Information Officer
Commanding Officer
Information and Technology Bureau

Attachments



The Regents of the University of California
School of Public Health, Berkeley,
with Primary Funding from the
California Office of Traffic Safety

GRANT NUMBER

SC14239

GRANT

1. Title of Program

SOBRIETY CHECKPOINT GRANT PROGRAM FOR 2013-2014

2. Name of Applicant Agency

LOS ANGELES, CITY OF

4. Period of Grant

Month - Day - Year

From: 10/01/13

To: 09/30/14

3. University of California Berkeley, Safe Transportation Research and Education Center
DAVID RAGLAND, PRINCIPAL INVESTIGATOR, UC BERKELEY SAFE TRANSPORTATION
RESEARCH AND EDUCATION CENTER

5. Description of Program

The goal of the Sobriety Checkpoint Grant Program for 2013-2014 is to reduce the number of victims killed and injured in alcohol-involved crashes in participating cities. The period of this grant contract ("contract"), October 01, 2013 to September 30, 2014, encompasses two national mobilization periods: the Winter Holiday Mobilization period, December 13, 2013 - January 01, 2014, and the Labor Day Mobilization period, August 15, 2014 - September 01, 2014. The Los Angeles Police Department will conduct sobriety checkpoints in Los Angeles in accordance with this contract. The contract includes the attached Schedule A - Descriptions, Schedule B - Detailed Budget Estimate, Schedule B-1 - Budget Narrative, and Schedule C - Terms and Conditions.

6. Federal Funds Allocated Under This Grant Shall Not Exceed:

\$2,244,100.00

7. Approval Signatures (By signing this page, Agency agrees to the terms and conditions which follow and are attached)

A. The Regents of the University of California Authorized Signature

Name: David Ragland Phone: (510) 642-0655
Title: Director, SafeTREC Fax: (510) 643-9922
Address: UC Berkeley
Safe Transportation Research and Education Center
2614 Dwight Way #7374
Berkeley, CA 94720-7374
Email: davidr@berkeley.edu

(Signature)

(Date)

B. Authorizing Official For Applicant Agency

Name: Charlie Beck Phone: (213) 486-0150
Title: Chief of Police Fax: (213) 486-0168
Address: 100 West First Street
Los Angeles, CA 90012
Email: charlie.beck@lapd.lacity.org

(Signature)

(Date)

C. Agency Office Authorized to Receive Payments

Agency: Los Angeles, City of Phone: (213) 486-0381
Office: Grants Section
Address: 100 West First Street, Room 842
Los Angeles, CA 90012
Tax ID #: 95-6000735
Contact Person: Annette Arredondo
Email: N1462@lapd.lacity.org

D. Optional: Individuals Authorized to Sign Claims (in addition to the Authorizing Official For Applicant Agency)

Name: Laura Luna Title: Police Administrator
(Signature) (Date)
Name: Philip Fontanetta Title: Captain
(Signature) (Date)

**Schedule A - Description
Sobriety Checkpoint Grant Program for 2013-2014**

GOALS

1. To reduce the number of victims killed in alcohol-involved crashes.
2. To reduce the number of victims injured in alcohol-involved crashes.
3. To reduce nighttime (2100 hours to 0259 hours) fatal crashes.
4. To reduce nighttime (2100 hours to 0259 hours) injury crashes.
5. To reduce hit and run fatal crashes.
6. To reduce hit and run injury crashes.

AGENCY OBJECTIVES

1. To conduct a total of 160 sobriety checkpoints by September 30, 2014 (should be a minimum of one checkpoint per mobilization).

NOTE: If a department elects to combine a Driver License (DL) checkpoint with a sobriety checkpoint, the department should: 1) inform the public (via the press release) that driver licenses will be checked and 2) conduct DUI/DL checkpoint operations with signs reading, "DUI/Driver License Checkpoint Ahead".

To better identify and apprehend drug-impaired drivers in addition to alcohol-impaired drivers, it is highly recommended that all personnel assigned to staff the greeting lane of the checkpoint be Drug Recognition Experts (DREs) and/or Advanced Roadside Impaired Driving Enforcement (ARIDE) trained sworn officers. At the very minimum, all officers contacting drivers in the greeting lane should be National Highway Traffic Safety Administration (NHTSA) Standardized Field Sobriety Test (SFST) trained and certified.

To maximize effectiveness, checkpoint operations may be conducted at more than one location on any evening. Each checkpoint should be highly publicized and visible. **The Office of Traffic Safety (OTS) does not fund or support independent DL checkpoints.**

Only on an exception basis and with OTS pre-approval will OTS fund checkpoint operations that begin prior to 1800 hours. When practicable it is recommended that checkpoint operations run until 0300 hours.

2. If appropriate, a supervisor(s) should attend OTS-sponsored "DUI Checkpoints - Planning and Management" eight-hour, POST-certified training by December 31, 2013. Officers are encouraged to attend this training as well.
3. To collect and report checkpoint statistics on-line for checkpoints conducted during the Winter and Labor Day mobilization periods and submit the data by the deadlines established by the Safe Transportation Research and Education Center (SafeTREC).
4. To collect and report checkpoint statistics on-line for checkpoints conducted outside the mobilization periods and to submit the data by the end of the applicable quarter(s).

Schedule A - Description (continued)
Sobriety Checkpoint Grant Program for 2013-2014

MEDIA OBJECTIVES

1. After the statewide kick-off press event, issue a press release announcing the kick-off of this grant, using the OTS kick-off press release template provided by SafeTREC.
2. During the mobilization periods (December 13 - January 1 and August 15 - September 1), if an AVOID media campaign is active in the county, grantee should notify the AVOID Coordinator of checkpoint locations, dates and times at least fourteen (14) days in advance of all planned checkpoints. The AVOID Coordinator should issue press releases including checkpoints conducted during the mobilization periods to all major media outlets in the region.
3. For each checkpoint operation, grantee should distribute a separate press release using the OTS template provided by SafeTREC unless multiple checkpoints are to be conducted within a seven (7) day period, in which case one press release covering the seven (7) day period that covers all operations will suffice. When using the OTS press release template provided by SafeTREC, grantee should forward press releases, media advisories, alerts and other press materials to SafeTREC concurrently with distribution to the media. If any other press release format or copy is used, grantee should submit the press release to the OTS Public Information Officer at pio@ots.ca.gov for his review. Optimum lead-time would be 10 – 20 days prior to the operation. The approved press release should also be sent to SafeTREC. For post-operational media communications that report the results of checkpoints, grantee does not need to have the release approved by OTS.
4. Grantee should use OTS's tagline "Report Drunk Drivers. Call 911" on all news releases and checkpoint publication materials.
5. To use the following standard language in all press, media, and printed materials: "Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration."
6. Grantee should issue to the media a post-operational news release reporting the results of the checkpoint (do not submit to OTS media communications reporting the results of checkpoints). Any drug-impaired driving arrests (23152(a)) and other drug arrests (possession, transportation, for sale) made as the result of the checkpoint operation should be incorporated into the post-operational media release.

METHOD OF PROCEDURE

Phase I: Program Preparation (October 1, 2013 – December 12, 2013)

1. Review the contract to ensure compliance with contract provisions.
2. Notify SafeTREC of any changes in contact information. The contract, purchase order number, and Fact Blasts are emailed to the contact person listed in the agency application.
3. Attend OTS-sponsored "DUI Checkpoints – Planning and Management" eight-hour, POST-certified training by December 31, 2013.
4. Plan checkpoint staffing, e.g., supervisors, officers, clerical staff, or community service officers as needed to staff each sobriety checkpoint on an overtime basis.
5. Send a written request to SafeTREC to seek approval of any changes to grant funded work or deliverables.
6. Order grant approved checkpoint supplies, if applicable.

Schedule A - Description (continued)
Sobriety Checkpoint Grant Program for 2013-2014

Phase II: Mobilization (December 13, 2013 – January 1, 2014 and August 15, 2014 – September 1, 2014)

7. After the statewide kick-off press event in December, grantee should issue a press release announcing the kick-off of this grant using the OTS kick-off press release template provided by SafeTREC.

8. If an AVOID media campaign is active in the county, grantee should notify the AVOID Coordinator of checkpoint locations, dates and times at least fourteen (14) days in advance of all planned checkpoints. The AVOID Coordinator should issue press releases including checkpoints conducted during the mobilization periods to all major media outlets in the region.

9. For each checkpoint operation, grantee should distribute a separate press release using the OTS template provided by SafeTREC unless multiple checkpoints are to be conducted within a seven (7) day period, in which case one press release covering the seven (7) day period that covers all operations will suffice. When using the OTS press release template provided by SafeTREC, grantee should forward press releases, media advisories, alerts, and other press materials to SafeTREC concurrently with distribution to the media. If any other press release format or copy is used, grantee should submit the press release to the OTS Public Information Officer at pio@ots.ca.gov for his review. Optimum lead-time would be 10 – 20 days prior to the operation. The approved press release should also be sent to SafeTREC. For post-operational media communications that report the results of checkpoints, grantee does not need to have the release approved by OTS.

10. Use OTS's tagline, "Report Drunk Drivers. Call 911" on all news releases and checkpoint publication materials.

11. Conduct roll call training. Roll call training costs are not reimbursable.

12. To better identify and apprehend drug-impaired drivers in addition to alcohol-impaired drivers, it is highly recommended that all personnel assigned to staff the greeting lane of the checkpoint be Drug Recognition Experts (DREs) and/or Advanced Roadside Impaired Driving Enforcement (ARIDE) trained sworn officers. At the very minimum, all officers contacting drivers in the greeting lane should be NHTSA SFST trained and certified.

13. Begin the checkpoint no earlier than 1800 hours and if possible and practicable, operate the checkpoint until 0300 hours.

14. Conduct the last checkpoint no later than September 30, 2014.

Phase III: Post Operational Data Reporting (at the end of each mobilization period and each applicable calendar quarter)

15. Submit post-operational data on-line for checkpoints conducted during the Winter Holiday and Labor Day mobilizations. Submit data by the SafeTREC deadlines.

16. Submit post-operational data on-line for checkpoints conducted outside the mobilization periods. Submit the data by the end of the applicable quarter. If multiple checkpoints are conducted during the quarter, summarize (total) the checkpoint statistics.

17. Issue to the media a post-operational news release reporting the results of the checkpoint. Any drug-impaired driving arrests (23152(a)) and other drug arrests (possession, transportation, for sale) made as the result of the checkpoint operation should be incorporated into the post-operational media release.

Phase IV: Claim Submission (at the end of the applicable calendar quarter)

18. Compile actual overtime and checkpoint supply costs incurred for operating the grant-funded checkpoints.

19. Download the claim form from the SafeTREC web site at:
http://www.safetrec.berkeley.edu/checkpointgrants/2013_2014checkpoint.html

20. Complete the claim form for the applicable quarter in accordance with Schedule B – Detailed Budget Estimate and Schedule B-1 – Budget Narrative.

21. Mail the claim forms for the quarter, with the required supporting documentation (specified in Schedule B-1) to SafeTREC following the end of the applicable calendar quarter.

**Schedule B - Detailed Budget Estimate
Sobriety Checkpoint Grant Program for 2013-2014**

The Los Angeles, City of will conduct a total of **160** sobriety checkpoints in **Los Angeles** as described in Table B below.

Table B

	Number of Checkpoints	Cost Per Checkpoint	Total Cost
Winter Holiday Mobilization, December 13, 2013 – January 01, 2014 (should be a minimum of one checkpoint)	14	\$13,850.00	\$193,900.00
Labor Day Holiday Mobilization, August 15, 2014 – September 01, 2014 (should be a minimum of one checkpoint)	14	\$13,850.00	\$193,900.00
Number of checkpoints outside the mobilization periods	132	\$13,850.00	\$1,828,200.00
Total Number of Checkpoints	160	Maximum Reimbursable Amount for Checkpoints	\$2,216,000.00

The cost per checkpoint includes overtime benefits. Only actual benefits accrued from overtime hours will be covered (e.g., retirement, medical/dental/vision insurance, uniform allowances will not be covered). Allowable benefits include: Social Security (OASDI), Workers Compensation, Medicare, State-run disability, and unemployment insurance.

Maximum Reimbursable Amount for Checkpoint Supplies	\$28,100.00
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Only OTS-approved supplies will be reimbursed. The prices of supplies will be reimbursed in accordance with policies established by the OTS.

Grant Total Amount (Maximum Reimbursable Amount for Checkpoints + Maximum Reimbursable Amount for Checkpoint Supplies)	\$2,244,100.00
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Schedule B-1 - Budget Narrative
Sobriety Checkpoint Grant Program for 2013-2014

Los Angeles, City of will be reimbursed for overtime personnel costs and checkpoint supplies to conduct the checkpoints.

Overtime reimbursement will reflect actual costs (overtime hourly rate and overtime benefit rates) of the personnel conducting the appropriate operation(s) up to the amount of the approved cost per checkpoint and the grant total stated in Schedule B- Detailed Budget Estimate. Only actual benefits accrued from overtime hours will be covered (e.g., retirement, medical/dental/vision insurance, uniform allowances will not be covered). Allowable benefits include: Social Security (OASDI), Workers Compensation, Medicare, State-run disability, and unemployment insurance.

Budgeted grant activities will be conducted by personnel on an overtime basis; supplanting is not allowable. The grant covers only the costs of police department personnel. Grants do not cover contractual services. Grant-funded operations may be conducted by personnel such as an officer, sergeant, corporal, deputy, community service officer, dispatcher, clerical/administrative, etc. depending on the titles used by the agency. Personnel will be deployed as needed to accomplish the grant goals and objectives. Administrative/clerical personnel are allowable only if they worked on the checkpoint operation, e.g., to process the larger than normal volume of citations, towing records, and arrest/incident reports. These reports must be a result of the operation and required to be processed quickly for distribution to the courts and the District Attorney's Office, or to meet statutory time limits. Clerical overtime incurred before the checkpoint or more than one business day after the last day of the checkpoint is not allowable. Costs for preparing claims are not reimbursable.

OTS-approved checkpoint supplies (cones, signage, vests, PAS devices/supplies and lighting equipment) are reimbursable provided that: 1) the total cost of supplies, including tax and shipping, does not exceed the awarded amount specified in Schedule B; and 2) the unit prices of checkpoint supplies do not exceed OTS-established unit costs. Download the Checkpoint Supply Policy from the SafeTREC website to ensure compliance of checkpoint supply purchases. Other direct costs are not reimbursable, except for OTS-approved checkpoint supplies.

Indirect costs are not reimbursable.

Reimbursements are contingent upon the following (exceptions must be approved by SafeTREC):

- i. The applicable post-operational data have been submitted using SafeTREC's on-line reporting system.
- ii. The claim form is correctly filled out, using the SafeTREC Excel-based form.
- iii. The claim amounts do not exceed the limits set forth in *Schedule B - Detailed Budget Estimate*.
- iv. The information in the overtime slips and the ledger report are consistent and fully support the claim.
- v. A ledger report(s) supporting the claim amount is attached to the claim. Only source documents are accepted to support the claim amount. Explanatory documentation such as spreadsheets may be submitted to provide additional information but cannot be accepted in lieu of a ledger report(s).
- vi. An invoice(s) for the amount of checkpoint supplies is attached to the claim. The invoice must contain a sufficient description of the purchased item(s), quantity, and unit cost.
- vii. The claim is signed by the Authorizing Official (Box B of the grant cover page) or Individuals Authorized to Sign Claims (Box D) as designated in the grant cover page.
- viii. Changes in the Authorizing Official For the Applicant Agency or the designation of any other additional individual(s) to sign claims are documented in accordance with SafeTREC documentation requirements.
- ix. The final claim is submitted no later than October 31, 2014.

**Schedule C - Terms and Conditions
Sobriety Checkpoint Grant Program for 2013-2014**

A. INDEMNIFICATION

Applicant Agency agrees to indemnify, defend, and save harmless the State of California, its officers, agents, and employees, the Regents of the University of California, its officers, agents, and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm, or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation who may be injured or damaged by Applicant Agency in the performance of this contract.

B. GOVERNING LAW

This Contract shall be governed by and construed in accordance with the laws of the State of California.

C. NON-ASSIGNABILITY

The obligations of the applicant agency under this Contract are not assignable to any third party.

D. USE OF UNIVERSITY NAME/TRADEMARKS

Applicant Agency shall not use the name of the University of California, or any abbreviation thereof, or any name of which "University of California" is a part, or any trademarks of the University, in any commercial context, such as may appear on products, in media (including web sites) and print advertisements in cases when such use may imply an endorsement or sponsorship of the Applicant Agency, its products, or services. All uses of the University's name and trademarks, therefore, must first receive prior written consent of The Regents of the University of California through the Office of Marketing & Business Outreach. This policy is in compliance with the State of California Education Code Section 92000.

E. TERMINATION

Each party has the right to suspend, terminate or abandon the execution of any work by the Applicant Agency without cause at any time upon giving prior written notice. In the event that this contract is suspended, terminated, or abandoned, the Regents of the University of California shall pay the Applicant Agency for services provided hereunder prior to the effective date of said suspension, termination, or abandonment. Said payment shall be computed in accordance with Schedules B and B-1, provided that the maximum amount payable to the Applicant Agency for its services shall not exceed the Grant Total Amount on Schedule B for services provided hereunder prior to the effective date of suspension, termination, or abandonment.

F. STATE OF CALIFORNIA TERMS, CONDITIONS, AND CERTIFICATIONS

Applicant Agency agrees to abide by the General Terms, Conditions, and Certifications contained in OTS Grant Program Manual, Chapter 8.

STATE OF CALIFORNIA

EDMUND G. BROWN JR., GOVERNOR

OFFICE OF TRAFFIC SAFETY

2208 KAUSEN DRIVE, SUITE 300
ELK GROVE, CA 95758
www.ots.ca.gov
(916) 509-3030
(800) 735-2929 (TT/TDD-Referral)
(916) 509-3055 (FAX)



May 24, 2013

Grant No. SC14239

Don Inman
Police Officer
Los Angeles Police Department
100 West First Street, Room 469
Los Angeles, CA 90012

Dear Officer Inman:

Congratulations! Through a competitive process, the Office of Traffic Safety (OTS) has tentatively approved your funding request for the application titled "Sobriety Checkpoint Grant Program" for the amount of \$2,244,100.00. This award includes a maximum of \$28,100.00 for the purchase of OTS-approved checkpoint supplies. The approval is for the operation of 160 checkpoints in Los Angeles in the period, October 1, 2013 to September 30, 2014. The maximum allowed cost per checkpoint is \$13,850.00.

The University of California Berkeley Safe Transportation Research and Education Center (SafeTREC), who is administering the grant funds for OTS, will **e-mail a grant contract** to the contact listed on the application. Please have the Authorizing Official and any additional individuals authorized to sign claims sign the contract. Send the contract to **SafeTREC no later than September 3, 2013**. It is our goal to have all new grants start no later than October 1, 2013. The SafeTREC will issue you a copy of the signed, fully executed grant contract.

If approval from your City Council or Board of Supervisors is required, you should begin that process now. Do not incur costs prior to the date of the signed, fully executed contract from SafeTREC.

Again, congratulations on the success of your application. If you have any questions, please contact Shar Rauch, SafeTREC Program Coordinator at (510) 643-1774 or by e-mail at checkpoint@berkeley.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Murphy".

CHRISTOPHER J. MURPHY
Director

CM:kn

cc: Shar Rauch



CALIFORNIA OFFICE
OF TRAFFIC SAFETY

**APPLICATION for the
SOBRIETY CHECKPOINT GRANT PROGRAM
October 1, 2013 – September 30, 2014**

The Office of Traffic Safety (OTS), through the National Highway Traffic Safety Administration (NHTSA), funds sobriety checkpoints throughout California. The goal is to reduce the number of victims killed and injured in alcohol-involved crashes in participating cities. OTS awards grants on a competitive basis using several criteria including performance on previous grants, the number of alcohol-involved fatalities and injuries, and the value of the funding requested. Highly publicized enforcements during the NHTSA-specified Winter Holiday and Labor Day Mobilization periods are a priority for OTS and NHTSA. The Winter Holiday Mobilization period is December 13, 2013 - January 1, 2014; and the Labor Day Mobilization period is August 15 – September 1, 2014. In addition to conducting checkpoints during these periods, agencies are encouraged to request personnel overtime funding for additional checkpoints outside the mobilization periods.

The University of California, Berkeley Safe Transportation Research and Education Center (SafeTREC), will administer and coordinate the grants for OTS. OTS will make the funding decisions.

Grant Period

The grant period is October 1, 2013 through September 30, 2014. This period cannot be extended.

Eligibility

Each grant is awarded through a contract between the Regents of the University of California and the grantee. All funding decisions are made by OTS.

Costs the Grant Cover

Grantees are reimbursed for the actual overtime cost for checkpoint operation(s) up to the contractual cost per checkpoint and up to the award amount. Grantees also are reimbursed for specific pre-approved checkpoint supplies. The total reimbursement will not exceed the award amount.

A grant covers actual overtime costs for supervisors (e.g. sergeants, corporals) officers/deputies, dispatchers, and administrative personnel (e.g. community services officers and clerical personnel). Supervisors and officers/deputies should be assigned solely to sobriety checkpoint operations. Dispatchers should be assigned solely to the sobriety checkpoint overtime shifts. Support personnel, including CSO's should be assigned solely to sobriety checkpoint administrative duties (i.e., clerical hours for entering payroll data would not be covered).

Only benefits accrued from overtime hours would be covered (i.e., retirement, medical/dental/vision insurance, uniform allowances would not be covered). Only state-run disability and unemployment insurance charges are covered. Indirect costs are not covered.

3675 - 11/26/12

**APPLICATION for the
SOBRIETY CHECKPOINT GRANT PROGRAM
October 01, 2013 - September 30, 2014**

Sign and mail to:

Sobriety Checkpoint Grant Program
UC Berkeley - Safe Transportation Research and Education Center
2614 Dwight Way MC #7374, Berkeley, CA 94720-7374

If you have questions, email: checkpoint@berkeley.edu or call Adrienne Moore at (510) 643-7625.

1. Agency / Location Information

Please identify where the sobriety checkpoint would be conducted, what agency would be conducting the sobriety checkpoint, what agency would authorize the work (i.e., the grantee agency) to be conducted in accordance with the terms and conditions of the grant, and what office in the grantee agency would be authorized to receive the payments.

Location of Checkpoints: Los Angeles	
Name of Agency Conducting CPs: Los Angeles Police Department	
Agency Address Street (1): 100 West First Street, Room 469	
Street (2):	
City/Zip/County: Los Angeles	90012 Los Angeles
Agency Contact Name/Title: Don Inman	Police Officer
Contact Telephone/Ext./Fax: (213) 486-0703	(213) 486-0705
Contact Email Address: 30891@lapd.lacity.org	Contract City: No
Name and title of the official whose signature on the grant document would signify that the grantee agency agrees to the terms and conditions of the grant, i.e., the Authorizing Official:	
Name: Charlie Beck	Title: Chief of Police
Address, email, and phone no. of the Authorizing Official:	
Street Address: 100 West First Street	
City: Los Angeles	Zip Code: 90012
Telephone: (213) 486-0150	Fax: (213) 486-0168
Email Address: charlie.beck@lapd.lacity.org	
Address of the finance department. This will be the address where payments are sent:	
Applicant Agency: Los Angeles, City of	
Agency Office: Grants Section	
Street Address: 100 West First Street, Room 842	
City: Los Angeles	Zip: 90012
If the office authorized to receive payments is not the finance department please specify department name: Information Technology Bureau	
Name/phone no./email of the contact for the office that would be authorized to receive the payments:	
Contact Name: Annette Arredondo	
Telephone: (213) 486-0381	Email Address: N1462@lapd.lacity.org
Tax I.D. number of the agency that would be authorized to receive the payments:	
Tax ID #: 95-6000735	
The Authorizing Official or additional signatories as designated below may sign claims. If additional signatories may be needed (e.g., the Authorizing Official is not available to sign a claim), it is strongly recommended that the other signatory(ies) be identified at this time:	
Additional Claims Signatory #1 Name: Laura Luna	Title: Police Administrator
Additional Claims Signatory #2 Name: Philip Fontanella	Title: Captain

Identify the maximum number of checkpoints in each time period. A minimum of one checkpoint is required in each of the two mobilization periods.

How many checkpoints during the Winter Holiday Mobilization, December 13, 2013 through January 1, 2014 (minimum one)?	<u>14</u>
How many checkpoints during the Labor Day Mobilization, August 15 through September 1, 2014 (minimum one)?	<u>14</u>
How many checkpoints in the months outside the above mobilization periods (no minimum)?	<u>132</u>
The proposed Number of Checkpoints is:	<u>160</u>

How many DUI/drug-impaired driving arrests do you average from a single checkpoint operation?	<u>10.0</u>
How many FSTs do you average from a single checkpoint operation?	<u>17.8</u>
How many alcohol-involved fatalities did you have in 2011?	<u>12</u>
How many alcohol-involved injuries did you have in 2011?	<u>874</u>

Section 3. Personnel Overtime Hours and Rates

For this application, state the maximum overtime rates for each personnel category that would be working under the grant. The Safe Transportation Research and Education Center reimburses only the actual overtime costs (hourly rate and benefits). Describe (name) each overtime benefit category and the percentage (REQUIRED). A grant covers actual overtime costs for supervisors (e.g. sergeants, corporals) officers/deputies, dispatchers, and administrative personnel (e.g. community services officers and clerical personnel). Supervisors and officers/deputies should be assigned solely to sobriety checkpoint operations. Dispatchers should be assigned solely to the sobriety checkpoint overtime shifts. The CSO and clerical personnel should be assigned solely to sobriety checkpoint administrative duties (i.e., clerical hours for entering payroll data would not be covered). Only benefits accrued from overtime hours would be covered (i.e., retirement, medical/dental/vision insurance, uniform allowances would not be covered). Only state-run disability and unemployment insurance charges would be covered. Indirect costs would not be covered (e.g., individuals who are contracted by the police department).

Grant funded operations may be conducted by personnel such as an officer, sergeant, corporal, deputy, community services officer,

Personnel Category	Average No. Personnel per Checkpoint	Average No. OT Hours per Checkpoint	Maximum Hourly OT Rate Without Benefits	Total OT Cost Without Benefits (a x b x c)	% OASDI	% Workers Comp.	% Medicare	% Other Benefit (Specify below)	% Other Benefit (Specify below)	Total % Benefits (e+f+g+h+i)	Total Benefit Amount (d x j/100)
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Supervisor	3	9.0	\$88.00	\$2,376.00							\$0.00
Officer	18	9.0	\$75.00	\$12,150.00							\$0.00
CSO	15?										
Dispatcher											
Clerical	1	9.0	\$65.00	\$585.00							\$0.00
Other (1)	2	9.0	\$45.00	\$810.00							\$0.00
Other (2)											
Other (3)											
Total OT Cost Without Benefits (sum of column d):				\$15,921.00	Total Benefit Amount (sum of column k):				\$0.00		
Cost per Checkpoint (Total OT Cost without Benefits + Total Benefit Amount):				\$15,921.00							
Specify Additional Benefits (if any listed in column h and i):											
Specify Personnel Category Other 1: Detention Officer Other 2: Other 3:											

On-scene checkpoint supplies are needed to appropriately conduct sobriety checkpoints. Items included are cones, OTS approved checkpoint signage, vests (a maximum of 10), PAS devices/supplies, and lighting supply/generator. If your agency would like to propose other checkpoint supplies that would be invaluable to your checkpoint, please indicate the supply(ies) below. The cost of food and beverages will not be reimbursed. Note: The proposal of checkpoint supplies does not guarantee that these supplies are allowable/reimbursable.

Item	Unit Price	Qty.	Cost
Cones	\$14.00	100	\$1,400.00
Signage	\$300.00	6	\$1,800.00
Vests (maximum 10)			
PAS devices/supplies	\$900.00	8	\$7,200.00
Lighting Supply/Generator	\$4,000.00	5	\$20,000.00
Other Supply (1)	\$65.00	20	\$1,300.00
Other Supply (2)			
Other Supply (3)			
Total Cost of Checkpoint Supplies:			\$31,700.00
Provide a detailed description of these supplies. This information is needed for the awards process.			
Detailed Description of Supplies:			
Antifatigue Mats			

No. of Checkpoints (Section 2) (a)	Cost per Checkpoint (Section 3) (b)	Estimated Cost of Checkpoint Supplies (Section 4) (c)	Total Amount Requested (d) = (axb) + (c)
160	\$15,921.00	\$31,700.00	\$2,579,060.00

Submitted by:

Philip J. Fontanetta
Signature

11-26-12
Date

PHILIP FONTANETTA, CAPTAIN
Print Name

COMMANDING OFFICER, EOD
Title/Rank