

LOS ANGELES POLICE COMMISSION

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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 7, 2014

BPC #14-0364

The Honorable City Council
City of Los Angeles
c/o City Clerk's Office
Los Angeles, CA 90012

Dear Honorable Members:

RE: REQUEST FOR APPROVAL OF EXTENSION AND BUDGET MODIFICATION OF
THE 2012 SOLVING COLD CASES WITH DNA PROGRAM

At the regular meeting of the Board of Police Commissioners held Tuesday, October 7, 2014, 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 blue ink that reads "Maria Silva".

MARIA SILVA
Commission Executive Assistant II

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

BPC #1A-0364

8B

October 3, 2014
1.17

RECEIVED

OCT 01 2014

POLICE COMMISSION

M. M. [Signature]
10/1/14

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: REQUEST FOR APPROVAL OF EXTENSION AND BUDGET
MODIFICATION OF THE 2012 SOLVING COLD CASES WITH DNA
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 consideration.
3. That the Board REQUEST the Mayor and City Council to AUTHORIZE the Los Angeles Police Department (LAPD) to reprogram funds totaling \$60,077 within the 2012 Solving Cold Cases with DNA 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	\$198,568	-\$22,586	\$175,982
Fringe Benefits	\$0		\$0
Travel	\$5,036	\$27,447	\$32,483
Equipment	\$17,081	-\$17,081	\$0
Supplies	\$0		\$0
Construction	\$0		\$0
Contractual	\$277,835	-\$20,410	\$257,425
Other	\$1480	\$32,630	\$34,110
Indirect Costs	<u>\$0</u>		<u>\$0</u>
TOTAL	\$500,000	\$0	\$500,000

4. That the Board REQUEST the Mayor and City Council to AUTHORIZE the Chief of Police or designee to ACCEPT the no-cost extension for the 2012 Solving Cold Cases with DNA Program from the United States Department of Justice, Office of Justice Programs, National Institute of Justice, extending the award period to March 31, 2015;

5. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police, or designee, to execute the First Amendment to Contract No. C-121595, between the City of Los Angeles and The Bode Technology Group, Inc., extending the term of the agreement from September 30, 2014 to March 31, 2015, subject to City Attorney approval as to form and legality;
 - B. AUTHORIZE the Chief of Police, or designee, to execute the First Amendment to Contract No. C-122276, between the City of Los Angeles and Cellmark Forensics, Inc., extending the term of the agreement from September 30, 2014 to March 31, 2015, subject to City Attorney approval as to form and legality.
6. 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 Los Angeles Police Department (LAPD) requests approval to reprogram funds totaling \$60,077. Funds would be transferred from Personnel, Equipment, and Contractual to Travel and Other.

Investigators are working fewer overtime hours than originally planned. The Personnel category will be decreased by \$22,586. Fewer cases are being sent to the contract laboratories, resulting in a \$20,410 decrease in the Contractual category, and \$17,081 in the Equipment category will be moved to the Other category. The reprogramming of funds will allow the Department to fund conferences and training for detectives from the Cold Case Homicide Unit.

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. Moreover, the LAPD also requests approval to amend contracts with The Bode Technology Group and Cellmark Forensics to accommodate the no-cost extension.

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 *October 7, 2014*
Secretary *Nava Selk*



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	City of Los Angeles	Project Period:	10/01/2012 - 03/31/2015	GAN Number:	006
Grantee Address:	200 N. SPRING ST SW MEZZANINE RM M175 LOS ANGELES, 90012	Program Office:	NIJ	Date:	08/26/2014
Grantee DUNS Number:	03-784-8012	Grant Manager:	Charles Heurich		
Grantee EIN:	95-6000735	Application Number(s):	2012-91092-CA-DN		
Vendor #:	956000735	Award Number:	2012-DN-BX-K010		
Project Title:	2012 Solving Cold Cases With DNA	Award Amount:	\$500,000.00		

Change Project Period

Current Grant Period:	Month: 23 Day: 29	New Grant Period:	Month: 29 Day: 30
Project Start Date:	10/01/2012	*New Project Start Date:	10/01/2012
Project End Date:	09/30/2014	*New Project End Date:	03/31/2015

***Required Justification for Change Project Period:**

See attached document.

Attachments:

Filename:	User:	Timestamp:
Justification - Project Period.docx	CBeckx2	08/18/2014 2:50 PM

[Print](#)

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/26/2014 12:00 PM
Submitted	PO - Grant Manager	CBeckx2	08/18/2014 2:50 PM
Draft	EXTERNAL - External User	CBeckx2	08/18/2014 2:49 PM

LOS ANGELES POLICE DEPARTMENT
2012-DN-BX-K010
2012 Solving Cold Cases With DNA
Change Project Period
Justification

The LAPD respectfully requests a six-month extension of the 2012 Solving Cold Cases With DNA grant from the current end date of September 30, 2014 to March 31, 2015.

Due to the lengthy approval process by the City of Los Angeles, the LAPD did not start utilizing 2012 grant funds until July 1, 2013. The extension will enable personnel to work the allocated overtime hours.

The Cold Case Homicide Unit would like to send detectives to additional training and conferences. The extension will allow Detectives to attend training classes that are conducted after September 30, 2014.

The extension will allow LAPD to order additional equipment used in their investigations and obtain DNA evidence.

Prior to any additional training or equipment orders, LAPD will request approval from NIJ. A Budget Modification request has been submitted to NIJ.

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:	10/01/2012 - 03/31/2015	GAN Number:	007
Grantee Address:	200 N. SPRING ST SW MEZZANINE RM M175 LOS ANGELES, 90012	Program Office:	NIJ	Date:	09/08/2014
Grantee DUNS Number:	03-784-8012	Grant Manager:	Charles Heurich		
Grantee EIN:	95-6000735	Application Number(s):	2012-91092-CA-DN		
Vendor #:	956000735	Award Number:	2012-DN-BX-K010		
Project Title:	2012 Solving Cold Cases With DNA	Award Amount:	\$500,000.00		

Budget Modification

* All editable Budget fields must contain a numeric value.

Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$198568	\$-22586	\$175982
B. Fringe Benefits	\$0	\$0	\$0
C. Travel	\$5036	\$27447	\$32483
D. Equipment	\$17081	\$-17081	\$0
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Contractual	\$277835	\$-20410	\$257425
H. Other	\$1480	\$32630	\$34110
TOTAL DIRECT COST	\$500000	\$0	\$500000
Total Direct Costs = (Sum of lines A-H)			
INDIRECT COST	\$0	\$0	\$0
TOTAL PROJECT COST	\$500000	\$0	\$500000
Total Project Costs = Total Direct Costs + Indirect Cost			
Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$500000		\$500000
NON-FEDERAL FUNDS APPROVED	\$0	\$0	\$0
PROGRAM INCOME	\$0	\$0	\$0

***Required Justification for Budget Modification**

See attached documents.

Attachments:

Filename:	User:	Timestamp:
Revised Justification.docx	CBeckx2	09/02/2014 4:36 PM
Revised Budget Detail Worksheet.xlsx	CBeckx2	09/02/2014 4:36 PM
Revised Budget Narrative.docx	CBeckx2	09/02/2014 4:42 PM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	porterd	09/08/2014 1:57 PM
Submitted	PO - Grant Manager	CBeckx2	09/02/2014 4:43 PM
Draft	EXTERNAL - External User	CBeckx2	09/02/2014 4:43 PM
Change Requested	EXTERNAL - External User	HeurichC	08/21/2014 7:52 AM
Please remove the voice recorders, cameras, and all related equipment. These are unallowable expenses as stated on page 6 of the FY12 Solving Cold Cases with DNA solicitation.			
Change Requested	PO - Grant Manager	HeurichC	08/21/2014 7:52 AM
Please remove the voice recorders, cameras, and all related equipment. These are unallowable expenses as stated on page 6 of the FY12 Solving Cold Cases with DNA solicitation.			
Submitted	PO - Grant Manager	CBeckx2	08/18/2014 2:56 PM
Draft	EXTERNAL - External User	CBeckx2	08/18/2014 2:51 PM

LOS ANGELES POLICE DEPARTMENT
2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Justification

LAPD requests permission to decrease the budget for Personnel by 22,586. Personnel have been working less overtime than originally anticipated.

LAPD requests permission to increase the Travel budget by \$27,447. The additional funding will be used to allow five or six detectives to attend the International Homicide Investigators 21st Annual Symposium, Cold Case Homicide Conference, and California Homicide Investigators Association Conference.

LAPD requests permission to decrease the Equipment budget by \$17,081. All items previously listed in the Equipment category cost less than \$5000 each. The items do not meet the LAPD's capitalization policy for the classification of equipment. LAPD requests permission to move the items to the Other category.

LAPD requests permission to decrease the Contracts/Consultants budget by \$20,410.00. As contract laboratories become more efficient, costs to analyze samples have decreased.

LAPD requests permission to increase the budget in the Other category by \$32,630. Items that were in the Equipment category have been moved to the Other category.

In the Other category, LAPD requests permission to purchase rolling file cases. The cases will be used solely by Cold Case detectives. The cases have internal frames that can hold hanging file folders. This will allow detectives to transport DNA reports, case files, and other documentation.

The LAPD respectfully requests approval of this GAN. The GAN will assist the LAPD in providing the Cold Case Unit with urgently needed equipment and making maximum usage of the award amount.

Budget Detail Worksheet

NOTE - If you need extra lines in the spreadsheet under one of the categories: 1) Highlight an entire row 2) Keeping your mouse over the highlighted row, right click and select the copy option by left clicking 3) Next, right click with your mouse again on the highlighted row and chose the option "insert copied cells" by left clicking Use of this technique will ensure that you don't change the formulas inserted in the spreadsheet.

A. Personnel--List each position by **title**. 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.

Personnel type	Computation				Cost
	Amount per unit	Define Unit	# units	# Individuals	
Overtime - Detective II	\$81.00	Per Hour	113.5	12	\$110,281.50
Overtime - Criminalist II	\$79.00	Per Hour	4.5	90	\$32,007.66
Overtime - Laboratory Technician II	\$61.00	Per Hour	7.3	70	\$31,256.40
Overtime - Senior Property Officer	\$51.00	Per Hour	7.0	2	\$714.00
Overtime - Property Officer	\$41.00	Per Hour	4.2	10	\$1,722.00
					\$0.00
PERSONNEL TOTAL:					\$175,981.55

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

Budget Narrative for Personnel:

Detective Overtime

Twelve detectives, who receive an average of \$81 an hour in overtime pay, will work 1,361.5 hours of overtime to review and investigate 350 cases for a total of \$110,283. The 1,361.5 hours is derived by multiplying 3.89 hours, the average time to review a case, by 350 cases. Each week, a team of detectives will review multiple cases. Detectives working on the program will be rotated to ensure that every one is provided an opportunity to learn and participate, and that no one burns out, since they may need to work overtime for other reasons like court appearances.

Calculations

350 Cases x 3.89 hours per case = 1,361.5 overtime hours
 \$81 per hour x 1,361.5 hours = \$110,281.50
 1,361.5 hours / 12 Detectives = 113.45833 average hours (or units) per Detective

Criminalist Overtime

The LAPD has allocated a total of \$31,995.00 in overtime pay for Criminalists. The LAPD expects that 40% of the 350 cases reviewed (approximately 140 cases) will have biological evidence. Criminalists, who earn an average of \$79 in overtime pay, will require 0.90 hours per case to review 140 case packets for a total of \$9,954.00 in overtime. Criminalists will also require 2.75 hours per case to perform data review for approximately 84 cases (60% of the 140 cases typed) prior to uploading developed profiles into CODIS. This equates to an additional \$18,249.00 in overtime. Criminalists will require 0.80 hours to review, log the findings and generate reports for approximately 56 cases (40% of the 140 cases typed) that were not CODIS suitable at a cost of \$3,539.20 in overtime.

Calculations

140 case packets x 0.88 hours per case = 123.20 hours
 123.2 hours x \$79 per hour = \$9,732.80

84 cases x 2.75 hours per case = 231.00 hours
 231.0 hours x \$79 per hour = \$18,249.00

56 cases x 0.91 hours per case = 50.96 hours

50.96 hours x \$79 per hour = \$4,025.86

Total Criminalist Overtime Hours = 405.16 hours (123.20 + 231.00 + 50.96 = 405.16 hours)

Total Criminalist Overtime Cost = \$32,007.66 (\$9,732.80 + \$18,249.00 + \$4025.86 = \$32,007.66)

405.16 hours / 90 Criminalists = 4.50178 average hours (or units) per Criminalist

Laboratory Technician Overtime

The LAPD has allocated a total of \$31,256.40 in overtime pay to Laboratory Technicians. The LAPD expects that 40% of the 350 cases reviewed (approximately 140 cases) will have biological evidence. At an average overtime pay of \$61 an hour, the Laboratory Technicians will review, package, and return to evidence 140 cases, taking 3.5 hours for each case at a total cost of \$28,890. Also, \$1,708.00 in overtime will be needed to package the anticipated 28 CODIS "hits" and ship the reference samples for confirmation. Laboratory Technicians require 0.80 hours per sample for packaging (28 samples x \$61 x 0.80 hours per sample = \$1,366.40).

Calculations

140 case packets x 3.5 hours per case = 490.0 hours

490.0 hours x \$61 per hour = \$28,890.00

28 cases x 0.8 hours per case = 22.4 hours

22.4 hours x \$61 per hour = \$1,366.40

Total Laboratory Technician Overtime Cost = \$31,256.40 (\$28,890.00 + \$1,366.40 = \$31,256.40)

Total Laboratory Technician Overtime Hours = 512.4 hours (490.0 + 22.4 = 512.4 hours)

512.4 hours / 70 Laboratory Technicians = 7.320 average hours (or units) per Laboratory Technician

Senior Property Officer Overtime

The LAPD expects that 40% of the 350 cases reviewed (approximately 140 cases) will have biological evidence. Evidence items for the 140 cases will need to be retrieved from the property rooms. \$714.00 in overtime will be needed for 2 Senior Property Officers to review and approve documentation and evidence transfers for 140 cases. Senior Property Officers require 0.10 hours per case at a rate of \$51 per hour (140 samples x \$51 x 0.10 hours per case = \$714.00).

Calculations

140 cases x 0.10 hours per case = 14.0 Senior Property Officer overtime hours

14.0 hours x \$51 per hour = \$714.00 Senior Property Officer overtime cost

14.0 hours / 2 Senior Property Officers = 7.0 average hours (or units) per Senior Property Officer

Property Officer Overtime

The LAPD expects that 40% of the 350 cases reviewed (approximately 140 cases) will have biological evidence. Evidence items for the 140 cases will need to be retrieved from the property rooms. The LAPD has allocated a total of \$3,778.26 in overtime pay to Property Officers. At an average overtime pay of \$41 per hour, the 10 Property Officers will document and retrieve Cold Case evidence items from storage for 140 cases, taking 0.3 hours for each at a total cost of \$1,722.00.

Calculations

140 case packets x 0.3 hours per case = 42.0 Property Officer overtime hours

42.0 hours x \$41 per hour = \$1,722.00 Property Officer overtime cost

42.0 hours / 10 Property Officers = 4.2 average hours (or units) per Property Officer

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.

Benefit type	Amount of Personnel for	% of Amount of Personnel	Additional computation	Cost
Employer's FICA	\$175,981.55	0.00%		\$0.00
Retirement	\$0.00	0.00%		\$0.00

Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

0.00%	
0.00%	
0.00%	
0.00%	

\$0.00
\$0.00
\$0.00
\$0.00

FRINGE TOTAL:	\$0.00
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TOTAL PERSONNEL AND FRINGE:	\$175,981.55
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Budget Narrative for Fringe Benefits:

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.

Purpose of Travel	Location	Item	Computation				Cost
			Cost	# Individuals	# Nights/Days	# Trips	
International Homicide Investigators Association (IHIA) 21st Annual Symposium	Philadelphia, PA	Airfare	\$717.00	5	1	1	\$3,585.00
	06-22-14 to	Hotel	\$173.00	5	6	1	\$5,190.00
	6/27/2014	Meals	\$60.00	5	7	1	\$2,100.00
		Transportation	\$16.00	5	1	1	\$80.00
Cold Case Homicide Conference	TBD	Airfare	\$400.00	6	1	1	\$2,400.00
		Hotel	\$154.00	6	6	1	\$5,544.00
		Meals	\$60.00	6	7	1	\$2,520.00
		Transportation	\$50.00	6	1	1	\$300.00
California Homicide Investigators Association (CHIA) Conference	TBD	Airfare	\$400.00	6	1	1	\$2,400.00
		Hotel	\$154.00	6	6	1	\$5,544.00
		Meals	\$60.00	6	7	1	\$2,520.00
		Transportation	\$50.00	6	1	1	\$300.00

TRAVEL TOTAL:	\$32,483.00
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Budget Narrative for Travel:
 The LAPD allocated \$32,483 in travel costs for LAPD detectives to attend conferences and training. Expenses for five detectives to attend the International Homicide Investigators Association (IHIA) 21st Annual Symposium were \$10,955. Six detectives plan to attend the Cold Case Homicide Conference at an estimated cost of \$10,764. Six detectives plan to attend the California Homicide Investigators Association Conference at an estimated cost of \$10,764.

The conferences will allow the detectives to interact with other law enforcement investigators from throughout the United States as well as members of prosecuting agencies, federal law enforcement officers, and subject matter experts. The conferences will include presentations on subjects such as prosecuting cold case homicides, blood pattern analysis, crime scene reconstruction, victimology, behavioral analysis of violent crime, and media relations. The conferences will enhance the detectives' investigation skill and promote the interaction between different agencies.

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
					\$0.00
EQUIPMENT TOTAL					\$0.00

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

E. Supplies--List only lab supplies to work cases, to process database samples, or reagents and supplies to validate new technologies here. Do not include database collection kits here - place them in the other category. A separate justification must be provided for sole source purchases in excess of \$100,000.

Supply Items	Cost per unit	Define Unit	# Units	Vendor	Cost
					\$0.00
					\$0.00
SUPPLY TOTAL					\$0.00

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

F. Construction--As a rule, construction costs are not allowable.

Purpose	Description of Work	Cost
N/A	Not allowable under these awards	\$0.00
TOTAL		\$0.00

G. Consultants/Contracts--Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is being applied

Consultant Fee: For each consultant, enter the name, if known, service to be provided, hourly or daily fee (8 hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation			Cost
		Cost per unit	Define Unit	# Units	
					\$0.00
					\$0.00
Consultant Fee Subtotal					\$0.00

Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation			Cost
		Cost per unit	Define Unit	# Units	
Airfare					\$0.00
Hotel					\$0.00

Note - A consultant is someone you hire to provide advice. Do not make an entry on this section without first discussing the matter with your program manager.

Meals						\$0.00
Misc.						\$0.00

Consultant Expense Subtotal	\$0.00
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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
Casework Samples	Cellmark Forensics	DNA Analysis	\$17,504.93
Casework Samples	Bode Technology	DNA Analysis	\$239,920.10
			\$0.00

Contracts Subtotal	\$257,425.03
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CONSULTANTS/CONTRACTS TOTAL	\$257,425.03
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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):

The LAPD will utilize a total of \$257,425 for contract laboratory services. Due to an increasing demand on its services, the LAPD Laboratory cannot perform the screening and/or testing of the biological evidence that is retrieved. The LAPD anticipates that 40% or 140 of the 350 cases will have biological evidence that can be tested. Any biological evidence from the 140 cases will be shipped to a contract laboratory for screening. Three samples from each of the 140 cases (a total of 420 samples) will be screened at a cost of \$325 per item for a total cost of \$136,500. The LAPD further anticipates that 84 cases (60% of the 140 cases) will require DNA typing. Each of the 84 cases will require testing of 3 samples per case for a total of 252 samples. At a cost of \$425 per sample, typing will cost of \$107,100. It is anticipated that multiple samples from the same case will usually yield only one DNA profile foreign to the victim. In those instances, only one sample will be uploaded into CODIS, resulting in approximately 144 unique DNA profiles added to the DNA database. Based on current rates, 25 profiles will require confirmatory typing (30% of the 84 cases). These 25 profiles will require typing with one sample per case at a cost of \$553 per typing. This results in a cost of \$13,825 (25 profiles x 1 sample per case x \$553 per typing = \$13,825).

Calculations for Screening

350 cases x 40% of cases having biological evidence = 140 cases
 140 cases x 3 samples per case = 420 samples
 \$325 per sample for screening x 420 samples = \$136,500.00

Calculations for Typing

140 cases x 60% of cases screening positive for DNA = 84 cases
 84 cases x 3 samples per case = 252 samples
 \$425 per sample for typing x 252 samples = \$107,100.00

Calculations for Confirmatory Typing

84 cases x 30% resulting in a hit that will require confirmatory typing = 25 profiles
 25 profiles x 1 sample per case = 25 samples
 \$553 per typing x 25 samples = \$13,825.00

Out of the total number of cases, an estimated 7.8% will be sent to Orchid Cellmark. An estimated 93.2% of the cases will be sent to Bode Technology. This equates to \$17,504.93 for Orchid Cellmark and \$239,920.10 for Bode Technology.

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.

Computation						
	Item	Cost per unit	(define unit)	# Units	Vendor	Cost
Registration and Workshop Fees	<i>IHIA Conference Registration</i>	\$495.00	Each	5	IHIA	\$2,475.00
	<i>CHIA Conference Registration</i>	\$500.00	Each	6	CA Homicide Inv Assn	\$3,000.00
	<i>Cold Case Homicide Conference Registration</i>	\$500.00	Each	6	Rutherford County Sheriff	\$3,000.00
	<i>DNA Awareness Educational Forum Registration</i>	\$50.00	Each	6	LA County District Atty	\$300.00
	<i>Forensic Science Forum Registration</i>	\$40.00	Each	6	LA County District Atty	\$240.00
Software Purchases	<i>LAPD Department Standard Software Licenses (Microsoft Office, Groupwise, McAfee, etc.)</i>	\$688.41	Each	12	Hewlett Packard	\$8,260.92
	<i>Computrace</i>	\$71.13	Each	12	Hewlett Packard	\$853.56
Equipment Items (which have a cost below agency requirements to be called equipment - LAPD uses \$5,000 as the threshold)	<i>EliteBook Folio 9470m Laptop</i>	\$1,012.74	Each	12	Hewlett Packard	\$12,152.88
	<i>USB Optical Travel Mouse</i>	\$13.08	Each	12	Hewlett Packard	\$156.96
	<i>DVD600s External DVD Writer</i>	\$87.41	Each	12	Hewlett Packard	\$1,048.92
	<i>Targus Case for 14" Laptop</i>	\$106.77	Each	12	Office Depot	\$1,281.19
	<i>Kingston DataTraveler 64GB Flash Drive</i>	\$52.97	Each	12	Imaging Products International	\$635.69
	<i>Solo Classic 17" Rolling Case</i>	\$117.55	Each	6	Office Depot	\$705.30
				Each		\$0.00
			Each		\$0.00	
Other Sub-Total						\$34,110.41

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):

The LAPD has allocated \$9,015 for registration fees for conferences and training. Registration for five detectives to attend the IHIA Conference were \$2,475. Six detectives plan to attend the CHIA Conference at an estimated cost of \$3,000. Registration fees for the Cold Case Homicide Conference are estimated to be \$3,000 for six detectives. Registration fees for six detectives to attend the Annual DNA Awareness Educational Forum is estimated to be \$300. Registration for the California Homicide Investigators Association Conference is estimated to be \$450. Six detectives plan to attend the Forensic Science Forum in Alhambra, CA at a cost of approximately \$240.00.

The conferences will allow Detectives, Criminalists, and Laboratory Technicians to interact with other law enforcement investigators from throughout the United States as well as members of prosecuting agencies, federal law enforcement officers, and subject matter experts. The conferences will enhance investigative skills and promote interaction between different agencies. Learning about the latest techniques and technology will help investigators keep their knowledge current and ensure continued program success.

LAPD's Robbery Homicide Division would like to purchase laptops for twelve Cold Case detectives at an estimated expense of \$12,153. The detectives are often away from the office conducting investigations. The laptops would enable detectives to access forms and information to facilitate their investigations. They would be able to store and track DNA evidence reports, cases, and other documentation they need for their own assigned cases. Each detective would be assigned their own laptop.

The laptops would be used exclusively by Cold Case detectives for case review and other investigative functions. The laptops would be used to locate evidence through examination of property databases, case files, and other documentation. The laptops would not be used in the crime lab for DNA analysis. However, RHD detectives would be using the laptops to review reports from the crime lab. Detectives would use the laptops to document their conclusions and prepare court filings.

Having detectives share laptops would reduce productivity. Sometimes detectives work together in two person teams and other times they are separated. One detective may be in the field while the other may be meeting with the District Attorney or other personnel. If the detectives had to share laptops, their efficiency would be decreased. For example, one detective may be in the field conducting follow-up investigations. The detective would be using their laptop to document their findings. The other detective may be discussing the case with the District Attorney and using their laptop to review DNA evidence reports and other documentation. If the detectives in a team shared a laptop, the efficiency of the team would be decreased. Any case related activity that required the use of a laptop could only be performed by one detective at a time.

If a detective transfers out of the Cold Case unit, their laptop and equipment would be reissued to their replacement. The new detective would have their case files needed readily available in the laptop. This would enhance efficiency, reduce training time, and reduce the time necessary to become familiar with their cases. The laptop would allow the new detective to interact with personnel from the District Attorney and crime lab more effectively. Documentation and example files would be readily available to the new detective.

The HP Laptops do not have internal DVD writers. District Attorneys, LAPD Records, and personnel from other law enforcement agencies specifically request files to be saved on compact discs or DVDs. The requests for CDs or DVDs often occur when Cold Case detectives are in meetings away from their offices. Detectives spend considerable

amounts of time trying to locate computers they can use to save the relevant files on a CD or DVD. When Cold Case detectives do locate a computer, the CD or DVD writers often do not work. LAPD requests permission to purchase DVD writers for the laptops at an estimated expense of \$1,049.

LAPD also requests permission to purchase accessories for the laptops such as optical mice and cases. Mice will cost an estimated \$157 and cases will cost an estimated \$1,281.

To transport DNA reports and case files to court and in the field, LAPD requests permission to purchase six rolling catalog cases at an estimated expense of \$690. The rolling cases contain a frame to hold hanging file folders. Each detective team would be assigned one rolling case.

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	Computation		Cost
	Amount of Direct Costs the Indirect Rate Applies to:	Indirect Cost Rate	
	\$0.00	0.00%	\$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	\$175,981.55
B. Fringe Benefits	\$0.00
C. Travel	\$32,483.00
D. Equipment	\$0.00
E. Supplies	\$0.00
F. Construction	\$0.00
G. Consultants/Contracts	\$257,425.03
H. Other	\$34,110.41
Total Direct Costs	\$500,000.00
I. Indirect Costs	\$0.00
TOTAL PROJECT COSTS	\$500,000.00
Federal Request	\$500,000.00
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.

**2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Budget Narrative**

The Los Angeles Police Department (LAPD) budget for the 2012 Solving Cold Cases with DNA Program (Program) promotes the apprehension of individuals, who have committed homicides and UCR Part I violent crimes, through the review of casebooks/files to determine the solvability by the retrieval and analysis of DNA evidence. In addition, the budget facilitates the investigation of "cold" homicides and other Part I violent crime cases prior to and after initial DNA testing, re-testing, or the receipt of a direct "hit" on a specific case, ensuring successful prosecution of these crimes. No other law enforcement agency has as great or similar need to review the volume (over 6,000) of unsolved cold case homicides. The goal of these cold case reviews is to bring the suspects to justice, no matter how much time has passed, and provide closure for the victims' families.

Personnel Services

The LAPD will provide overtime to Detectives, Laboratory Technicians, Criminalists, Senior Property Officers, and Property Officers. The overtime will provide the LAPD with the ability to allow these employees to perform their primary duty assignments and assist with the successful implementation of this program.

Detectives will work overtime to review and investigate 350 cases. Through analysis of prior overtime records, the average time for a detective to review each case is 3.89 hours. Each week, a team of detectives will review multiple cases. Detectives working on the program will be rotated to ensure that every one is provided an opportunity to learn and participate, and that no one burns out, since they may need to work overtime for other reasons like court appearances.

The LAPD has allocated overtime funds for Laboratory Technicians and Criminalists.

2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Budget Narrative

Based on results from prior cases, the LAPD expects that 40 percent of the 350 cases reviewed will have biological evidence. This equates to 140 cases.

Criminalists require 0.90 hours to review case packets that contain biological evidence. The average time for Criminalists to perform data review prior to uploading developed profiles into CODIS is 2.75 hours per case. Criminalists require 0.91 hours to review, log the findings and generate reports. The times required for Criminalists to perform these tasks were obtained through analysis of prior overtime records. The average times necessary to complete the tasks listed above were calculated.

Laboratory Technicians require 3.5 hours per case to document and package cases with biological evidence that will be sent to the contract laboratories. Laboratory Technicians require 0.8 hours per sample for packaging CODIS "hits" and their associated reference samples. The times required for Laboratory Technicians to perform these tasks were obtained through analysis of prior overtime records. The LAPD examined the overtime records for Laboratory Technicians and calculated the average times necessary to complete the tasks listed above.

The LAPD has allocated overtime pay to Property Officers and Senior Property Officers. Cases with biological evidence will need to be retrieved from the property rooms. After analysis, evidence items will need to be returned to the property rooms. These tasks will be the responsibility of Property Officers and Senior Property Officers.

Property Officers will require 0.3 hours per case to document and retrieve Cold Case evidence items from storage. Senior Property Officers will require 0.10 hours per case to review and approve documentation and evidence transfers.

Fringe Benefits

**2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Budget Narrative**

None

Travel

The LAPD allocated \$32,483 in travel costs for LAPD detectives to attend conferences and training. Detectives plan to attend the International Homicide Investigators Association 21st Annual Symposium, Cold Case Homicide Conference, and California Homicide Investigators Association Conference. The conferences will allow the detectives to interact with other law enforcement investigators from throughout the United States as well as members of prosecuting agencies, federal law enforcement officers, and subject matter experts. The conferences will include presentations on subjects such as prosecuting cold case homicides, blood pattern analysis, crime scene reconstruction, victimology, behavioral analysis of violent crime, and media relations. The conferences will enhance the detectives' investigation skill and promote the interaction between different agencies.

Equipment

None

Supplies

None

Construction

None

**2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Budget Narrative**

Consultants/Contractors

The LAPD will utilize a total of \$257,425 for contract laboratory services. Due to an increasing demand on its services, the LAPD Laboratory cannot perform the screening and/or testing of all the identified biological evidence. The LAPD anticipates that 140 cases will have biological evidence sent to a contract laboratory for screening. 420 samples will be screened at a cost of \$325 per item. The LAPD further anticipates that 252 samples will require DNA typing at a cost of \$425 per sample. Multiple samples from the same case will usually yield only one DNA profile foreign to the victim. In those instances, there is only one sample entered into CODIS, resulting in approximately 84 unique DNA profiles added to the DNA database. Based on current rates, only 30 percent of these 84 uploaded profiles will identify ("hit") to a specific person. These 25 "hits" will require confirmatory testing. The testing of the new reference sample for each of these 25 identified people will cost of \$553 each.

Other Costs

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**2012 Solving Cold Cases with DNA
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Budget Narrative**

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2012 Solving Cold Cases with DNA
2012-DN-BX-K010
Budget Narrative

District Attorney and using their laptop to review DNA evidence reports and other documentation. If the detectives in a team shared a laptop, the efficiency of the team would be decreased. Any case related activity that required the use of a laptop could only be performed by one detective at a time.

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Indirect Costs

None

INTRADEPARTMENTAL CORRESPONDENCE

September 22, 2014
1.17

TO: Chief of Police

FROM: Commanding Officer, Information Technology Bureau

SUBJECT: REQUEST FOR APPROVAL OF EXTENSION AND BUDGET
MODIFICATION OF THE 2012 SOLVING COLD CASES WITH DNA
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 2012 Solving Cold Cases with DNA 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 \$60,077. Funds would be transferred from Personnel, Equipment, and Contractual to the Travel, and Other budget categories. The reprogramming of funds will allow the Department to fund conferences and training for detectives from the Cold Case Homicide Unit.

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. Moreover, the LAPD also requests approval to amend contracts with The Bode Technology Group and Orchid Cellmark to accommodate the no-cost extension.

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