

INTRADEPARTMENTAL CORRESPONDENCE

BPC #18-0348

RECEIVED  
OCT 24 2018  
POLICE COMMISSION

October 24, 2018  
3.5

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

REVIEWED

*Richard M. Tefank* 10/24/18  
RICHARD M. TEFANK DATE  
EXECUTIVE DIRECTOR

SUBJECT: TRANSMITTAL OF THE EXTENSION FOR THE  
2016-2018 NATIONAL CRIME STATISTICS EXCHANGE (NCS-X)  
IMPLEMENTATION ASSISTANCE PROGRAM –  
(COUNCIL FILE # 17-0306)

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the report concurrently to the Mayor and City Council.
3. That the Board REQUEST the Mayor and City Council to:
  - A. AUTHORIZE the Chief of Police or his designee to ACCEPT the United States Department of Justice, Bureau of Justice Statistics (USDOJ-BJS) no-cost extension for the 2016-2018 NCS-X Implementation Assistance Program, extending the award period from September 30, 2018 to September 30, 2019;
  - B. AUTHORIZE the Chief of Police or his designee to execute the First Amendment to Contract No. C-130065, between the City of Los Angeles and Justice and Security Strategies, Inc., extending the term of the agreement from September 30, 2018 to September 30, 2019, subject to City Attorney approval as to form and legality.

DISCUSSION

The Los Angeles Police Department (LAPD) requests a 12-month no-cost extension for the 2016-2018 NCS-X Implementation Assistance Program.

The NCS-X Grant was awarded to LAPD on September 13, 2016 with a project period from October 1, 2016, to September 30, 2018. The focus of the NCS-X Grant is to transition from the Los Angeles Police Department's (LAPD) current Uniform Crime Reporting (UCR) Summary Reporting System (SRS) to the National Incident Based Reporting System (NIBRS). Due to the lengthy City acceptance process, and USDOJ-BJS's requirements, LAPD was not able to start program implementation until September 5, 2017. LAPD is seeking a 12-month no-cost extension to complete the NIBRS implementation and to allow the sub-recipient, Justice & Security Strategies, Inc., to continue working with LAPD on the implementation process. In

The Honorable Board of Police Commissioners

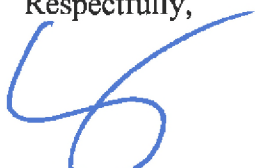
Page 2

14.3

addition, it will provide the Department time to reconcile with the State of California's NIBRS format once the State completes the NIBRS code table and finalizes its design.

If you have any questions, please contact Annemarie Sauer, Police Administrator II, Commanding Officer, Fiscal Operations Division, at (213) 486-8589.

Respectfully,



MICHEL R. MOORE  
Chief of Police

Attachments

BOARD OF  
POLICE COMMISSIONERS  
Approved *October 30, 2018*  
Secretary *Maria Silva*

**FIRST AMENDMENT TO CITY CONTRACT NO. C-130065  
BETWEEN  
THE CITY OF LOS ANGELES  
AND  
JUSTICE AND SECURITY STRATEGIES, INC.**

This **FIRST AMENDMENT** ("First Amendment") to Los Angeles City Contract No. C-130065 is made and entered into by and between the City of Los Angeles, a municipal corporation (herein referred to as "City"), acting by and through its Police Department ("LAPD"), and Justice and Security Strategies, Inc., a Virginia corporation (herein referred to as "Subrecipient").

**WHEREAS**, the U.S. Department of Justice ("DOJ" or "Grantor"), through the Office of Justice Programs, Bureau of Justice Statistics ("BJS") provided financial assistance in the amount of \$1,148,150 (Grant Funds) to the City of Los Angeles for the 2016 National Crime Statistics Exchange Implementation Assistance Program (NCS-X); and

**WHEREAS**, the USDOJ-BJS awarded the grant to carry out the Modernization, Technology, and Policing: Planning and Implementing National Incident-Based Reporting System (NIBRS) in the Department to facilitate the Federal Bureau of Investigation (FBI) in expanding NIBRS into a nationally representative system of incident-based crime statistics; and

**WHEREAS**, the City and the Subrecipient entered into an Agreement pursuant to which the Subrecipient agreed to provide technical assistance on data automation to LAPD and play a part in the planning and implementation of NIBRS; and

**WHEREAS**, the performance period for the Grant is from October 1, 2016 to September 30, 2018; and

**WHEREAS**, the City and Subrecipient each desire to enter into this First Amendment for the purpose of amending the Agreement to extend the term of the Agreement to reflect the Grant Extension; and

**WHEREAS**, Section 602 of the Agreement provides for amendments to the Agreement; and

**WHEREAS**, this First Amendment is necessary and proper to continue and/or complete certain activities authorized under the Agreement; and

**NOW, THEREFORE**, in consideration of the mutual covenants set forth herein and the mutual benefits to be derived therefrom, the City and the Subrecipient (each a "Party" and collectively, the "Parties") agree as follows:

1. Section 201 of the Agreement entitled "Time of Performance" is hereby amended in its entirety to read as stated within the quotation marks in the following paragraph:

"The term of this Agreement shall commence on October 1, 2016 and end September 30, 2019 (the "Term"), and any additional period of time as is required to complete any necessary close-out activities. Said Term is subject to the provisions herein. Performance shall not commence until the Subrecipient has obtained the City's approval of the insurance required in Section 413 herein."

2. This First Amendment may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This First Amendment includes three (3) pages, which constitute the entire understanding and agreement of the parties.

(Signature page follows)

**IN WITNESS THEREOF**, the City and the Subrecipient have caused this First Amendment to be executed by their respective duly authorized representatives.

**THE CITY OF LOS ANGELES**

**JUSTICE & SECURITY STRATEGIES,  
INC.**

By: \_\_\_\_\_  
MICHEL R. MOORE  
Chief of Police

By: \_\_\_\_\_  
CRAIG D. UCHIDA, Ph.D  
President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

MICHAEL N. FEUER, City Attorney

By: \_\_\_\_\_  
SHELLIE SOLOMON  
CEO

Date: \_\_\_\_\_

By: \_\_\_\_\_  
BARAK VAUGHN  
Deputy City Attorney

Date: \_\_\_\_\_

**ATTEST:**

HOLLY L. WOLCOTT, City Clerk

By: \_\_\_\_\_  
Deputy City Clerk

Date: \_\_\_\_\_

City Business License Number: 0002509023-001-1  
Internal Revenue Service Taxpayer Identification Number: 52-2402710  
Agreement Number C-130065-1



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

**Grantee Information**

<b>Grantee Name:</b>	Los Angeles Police Department	<b>Project Period:</b>	10/01/2016 - 09/30/2019	<b>GAN Number:</b>	005
<b>Grantee Address:</b>	100 WEST FIRST STREET LOS ANGELES, 90012	<b>Program Office:</b>	BJS	<b>Date:</b>	08/15/2018
<b>Grantee DUNS Number:</b>	03-784-8012	<b>Grant Manager:</b>	Alexia Cooper		
<b>Grantee EIN:</b>	95-6000735	<b>Application Number(s):</b>	2016-30170-CA-BJ		
<b>Vendor #:</b>	956000965	<b>Award Number:</b>	2016-FU-CX-K058		
<b>Project Title:</b>	Modernization, Technology, and Policing: Planning and Implementing NIBRS in the LAPD	<b>Award Amount:</b>	\$1,148,150.00		

**Change Project Period**

<b>Current Grant Period:</b>	Month: 23 Day: 29	<b>New Grant Period:</b>	Month: 35 Day: 29
<b>Project Start Date:</b>	10/01/2016	<b>*New Project Start Date:</b>	10/01/2016
<b>Project End Date:</b>	09/30/2018	<b>*New Project End Date:</b>	09/30/2019

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

Please see attached for the Los Angeles Police Department's no cost extension justification and adjusted project timeline.

**Attachments:**

Filename:	User:	Timestamp:
No Cost Extension with Attachment and Timeline.pdf	CBeckx	07/23/2018 7:09 PM

Print

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/15/2018 12:00 PM
Submitted	PO - Grant Manager	CBeckx	08/02/2018 11:36 AM
Draft	EXTERNAL - External User	CBeckx	07/23/2018 7:09 PM
Draft	EXTERNAL - External User	CBeckx	07/23/2018 6:55 PM

## **No-Cost Extension for National Crime Statistics Exchange (NCS-X) Implementation Assistance Program**

Award # 2016-FU-CX-K058

The Los Angeles Police Department (LAPD) requests a twelve-month no-cost extension for the BJS grant, National Crime Statistics Exchange in the Los Angeles Police Department.

### **Amount of additional time needed:**

The current end date for the project is September 30, 2018 and we request an extension until September 30, 2019.

### **Why the extension is necessary:**

The focus of the NCS-X Grant is to transition from the Los Angeles Police Department's current Uniform Crime Reporting (UCR) Summary Reporting System (SRS) to the National Incident Based Reporting System (NIBRS).

The NCS-X Grant was awarded to LAPD on September 13, 2016 with a project period from October 1, 2016 to September 30, 2018. Upon receipt of the award, the LAPD and Bureau of Justice Statistics (BJS) worked together to come up with an acceptable budget modification that met grant requirements. The LAPD received email notification of the final budget approval from BJS on March 21, 2017 after which the Department was finally able to forward the award to the Los Angeles City Council for approval. Due to the City of Los Angeles' lengthy approval process, the grant was not approved by Council and formally signed by the Mayor until September 5, 2017. Per the City of Los Angeles Administrative Code Division 14, Section 14.7 – Commitments, “[N]o City department or office shall have authority to make, or to imply any commitment to any person, agency or other entity with respect to the grants program...unless those documents...have been approved by a majority vote of the City Council, subject to the approval of the Mayor” (see Attachment A, Sec. 14.7, p. 3).

Work on the grant finally commenced in October 2017, which was a full year after the award was received.

In addition to the delays, LAPD personnel assigned to the grant moved on to opportunities in other agencies. Maggie Goodrich, the original Executive Project Director, left the Department in 2016, while Derek Smith, the Project Director, left in 2017. This necessitated new staff assignments all of whom needed time to become familiar with the NCS-X grant.

An extension, therefore, is needed to complete the work that was put on hold during the adjustments and transitions outlined above.

LAPD recently implemented the RMS Traffic Collision Module throughout the four Traffic Divisions and is working on the Citation Module, which is scheduled for production at the end of September 2018. After this, the rollout will continue to Property and Case Management for a Patrol Division. Due to limited resources, LAPD needs to take this implementation to smaller, more contained environments where any issues are more readily addressed before moving forward with the rest of the Department.

Additionally, the final NIBRS format for LAPD needs to be compatible with that of the State of California. While a preliminary NIBRS code table has been prepared by CalDOJ and sent to several State agencies for review, the final design has not been completed.

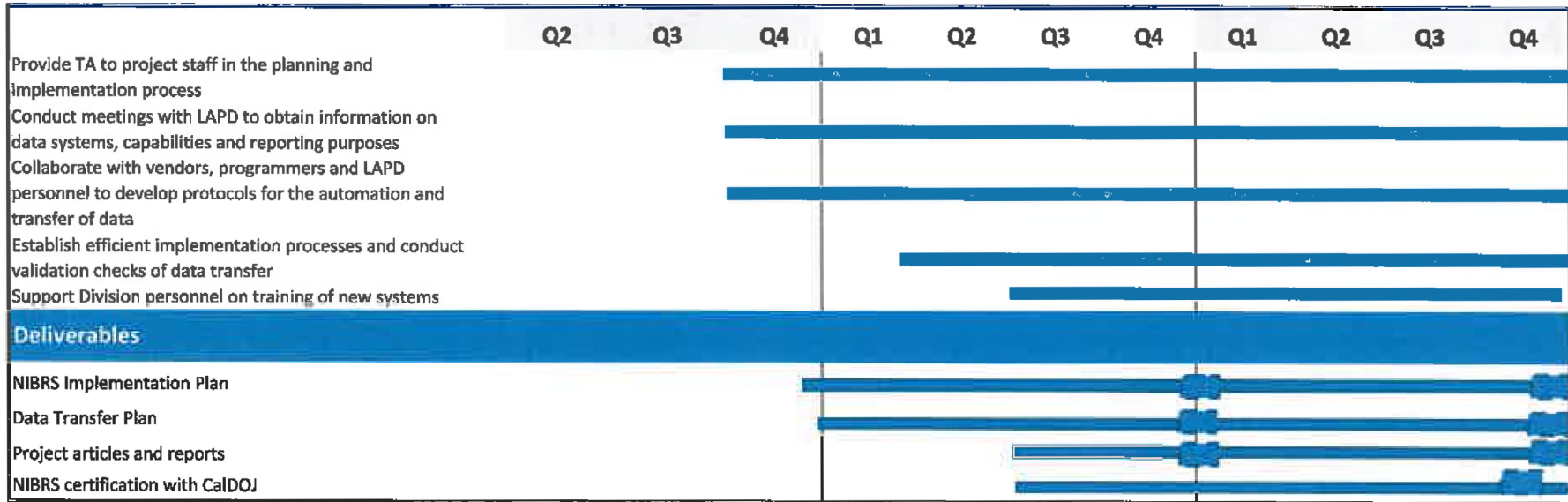
LAPD has contracted the services of Niche Technologies, Inc. for the licensing and implementation of its commercial off the shelf system. This system will be configured to be compatible with the finalized State format once it is available.

**What you intend to do in the extended time:** An extension will allow the Department to catch up on deliverables that could not be completed as per the original timeline. The extension will also allow for the time needed to get the final NIBRS format from CalDOJ.



## Modernization, Technology, and Policing: Planning and Implementing NIBRS in the LAPD

Tasks and Timeline	FY1718			FY1819				FY1920			
	(October- September)			(October- September)				(October- September)			
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>Project Start-Up &amp; Ongoing Mgmt</b>											
<b>Project Launch</b>											
Convene Project Kick-Off/ Planning meeting		▼									
<b>General Management</b>											
Conduct Executive Committee meetings	▼		▼	▼	▼	▼	▼	▼	▼	▼	▼
Select RMS/NIBRS Vendor		—————									
Prepare and submit OJP financial and progress required reports	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼
Meet with CalDOJ			▼	▼	▼	▼		▼	▼	▼	
Communicate with BJS, FBI, and NCS-X Team (monthly)		—————									
Collect information for GPRA		—————									
<b>Planning for NIBRS (Implementation Committee)</b>											
Convene the Implementation Committee		▼									
Meet bi-weekly over six months to write the plan		—————									
Procure and install Hardware and Infrastructure Platform				—————							
Procure tablets and mobile printers for use in the field				—————							
Provide the plan to the Executive Committee, BJS, NCS-X			—————								
<b>Implementing NIBRS (Implementation Committee and Executive Committee)</b>											
Train Implementation Team				—————							
Select Division for Implementation				—————							
Train Captains, officers, etc. at the Division			—————								
Implement NIBRS in the Division				—————							
Train and Roll out NIBRS to other Divisions				—————							
<b>Technical Assistance on Data Automation (JSS)</b>											



**INTRADEPARTMENTAL CORRESPONDENCE**

September 22, 2018  
3.5

**TO:** Chief of Police

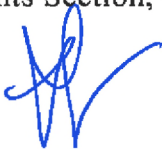
**FROM:** Commanding Officer, Fiscal Operations Division

**SUBJECT:** TRANSMITTAL OF THE EXTENSION FOR THE 2016-2018  
NATIONAL CRIME STATISTICS EXCHANGE (NCS-X)  
IMPLEMENTATION ASSISTANCE PROGRAM –  
(COUNCIL FILE # 17-0306)

Attached for your review and approval is Intradepartmental Correspondence to the Board of Police Commissioners requesting approval for the no-cost extension and to amend Contract # C-130065 for the 2016-2018 NCS-X Implementation Assistance Program. The United States Department of Justice, Bureau of Justice Statistics has extended the award period from September 30, 2018, to September 30, 2019.

The focus of the NCS-X Grant is to transition from the Los Angeles Police Department's (LAPD) current Uniform Crime Reporting (UCR) Summary Reporting System (SRS) to the National Incident Based Reporting System (NIBRS). An extension is needed for the LAPD to continue with NIBRS-related technology updates and to allow the sub-recipient, Justice & Security Strategies, Inc., to continue its work with LAPD on the NIBRS implementation process. In addition, it will provide the Department time to reconcile with the State of California's NIBRS format once the State completes the NIBRS code table and finalizes its design.

If you have any questions, please contact Maritess Go, Management Analyst, Grants Section, Fiscal Operations Division, at (213) 486-0284.



ANNEMARIE SAUER, Police Administrator II  
Commanding Officer  
Fiscal Operations Division

Attachments