

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: September 19, 2013

CAO File No. 0220-03790-0038
Council File No. 11-1909-S1
Council District: --

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer *MAS*

Reference: Board of Police Commissioners Transmittal dated June 25, 2013; referred for report July 2, 2013

Subject: **2011 FORENSIC DEOXYRIBONUCLEIC ACID (DNA) BACKLOG REDUCTION PROGRAM GRANT MODIFICATION**

SUMMARY

The Los Angeles Police Department (LAPD) requests approval to modify funding amounts within the 2011 Forensic Deoxyribonucleic Acid (DNA) Backlog Reduction Program grant provided by the United States Department of Justice, National Institute of Justice (NIJ). The LAPD also requests approval of a six-month extension of the grant period ending September 30, 2013. The total approved funding amount of \$1,570,465 will remain the same, and the modification has been approved by the NIJ.

BACKGROUND

The City Council approved the LAPD's acceptance of the 2011 Forensic DNA Backlog Reduction Program grant from the NIJ on February 7, 2012 (C.F. 11-1909-S1). The grant amount was \$1,570,465 for a period between October 1, 2011 and March 31, 2013.

The major objective of the 2011 Forensic DNA Backlog Reduction Program (Program) is to reduce the backlog of forensic cases in the LAPD's Scientific Investigation Division's Serology/DNA Unit (SDU) by up to 550 cases. The original grant authorized the LAPD to reduce this backlog using a combination of employee overtime, training, new technology equipment and contract laboratory services.

The requested changes to the Program include bringing more of the backlog processing in-house, instead of sending the work out to contracted laboratories and, therefore, purchasing more equipment and supplies to process cases. While the grantor has authorized minor changes within the Program, the following changes were significant enough to warrant Council review:

Category	Current	Change	New
Personnel/ Civilian Overtime	\$ 394,083	\$ 10,714	\$ 404,797
Travel	54,821	(32,308)	22,513
Equipment	458,657	249,535	708,192
Contractual/ Laboratory Services	480,000	(253,000)	227,000
Other/ Training, Supplies	135,790	25,059	160,849
Indirect Costs/ Dept Admin	47,114	0	47,114
Total	\$ 1,570,465	--	\$ 1,570,465

The current budget varies slightly from the reported expenses in the City Administrative Officer (CAO) report dated January 24, 2012 because the costs at the time were approved estimates. The reprogramming requests movement of \$285,308 in funds, but the net change is \$0 and the total Program will remain at \$1,570,465. The NIJ has approved these new changes and will continue to reimburse the City for expenses related to the Program.

The LAPD is able to process more forensic DNA cases with its own staff because it has committed to filling vacant positions in the SDU. The increase of \$10,714 in the Personnel category is for additional overtime for Criminalists and Laboratory Technicians to process cases, validate new equipment, and attend evidence screening training. The Department has also modified the training schedule and events attended, and is thereby able to reduce travel costs for these trainings.

An increase of \$249,535 in the Equipment category is requested in order to cover the increased costs on budgeted equipment and to purchase additional equipment that will allow the Department to process more cases in-house. This equipment includes:

- One Qiagen QIASymphony high capacity robot to automate extraction, purification and setup for quantitation of DNA samples;
- Three Qiagen QIAgility high capacity robots to automate normalization and amplification of samples after processing through the QIASymphony;
- Five Qiagen QIAcube high throughput robots to automate differential extractions of samples;
- One Life Technologies 7500 Real-Time Quantitation Instrument and 12 Thermomixers to increase capacity for quantitation and extraction of samples for sexual assault cases; and,
- A labware washing machine, color printer, and Genetic Analyzer equipment upgrades to further assist in increasing capacity and efficiency in case processing.

The LAPD submitted sole source contract requests with Qiagen and Life Technologies to purchase the respective equipment because of their compatibility with existing Qiagen and Life Technologies equipment used by the SDU and due to time constraints prohibiting the testing and validation required in order to bring on other equipment brands. The NIJ has approved these requests.

Due to the increase in in-house case processing, the need to use contracted laboratory services is reduced, leading to a \$253,000 reduction in the Contractual category. The LAPD anticipates that a total of 150 of the 550 cases will be sent to contract laboratories. The Program approval includes use

of laboratory services under existing LAPD contracts. These contracts are for forensic DNA analysis services on an as-needed basis, so no contract modifications are needed to execute the proposed Program modifications.

The final expense change, in the Other category for \$25,059, is for small equipment and supplies purchases such as computer software, laboratory supplies, and workplace furniture.

The Department also requests a six month extension of the grant period, to end September 30, 2013, in order to finalize the equipment purchases and maximize the use of the grant funds. The forensic DNA backlog grant work of the SDU will continue with the 2012 Forensic DNA Backlog Reduction Program (C.F. 11-1909-S1), so purchasing equipment under the 2011 Program grant will free up more funding to process additional cases.

RECOMMENDATIONS

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

1. Authorize the Los Angeles Police Department (LAPD) to reprogram funds totaling \$285,308 within the 2011 Forensic DNA Backlog Reduction Program from the United States Department of Justice, National Institute of Justice (NIJ);
2. Authorize the Chief of Police, or designee, to:
 - a. Accept the NIJ no-cost extension for the 2011 Forensic DNA Backlog Reduction Program, extending the period for six months, through September 30, 2013;
 - b. Negotiate and execute sole source agreements with Qiagen and Life Technologies for the purchase of DNA processing and analysis equipment as approved by the NIJ, subject to the sole source approval, review and approval of the City Attorney as to form and legality;
3. Authorize the Controller to increase appropriations as needed from Fund 339, Department 70, Account No. 70H533 2011 DNA Backlog Reduction, to Fund 100, Department 70, Account No. 1090 Civilian Overtime by an amount not to exceed \$10,714; and,
4. 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

The 2011 Forensic DNA Backlog Reduction Program costs are fully reimbursable. There is no impact to the General Fund. The recommendations in this report comply with the City's Financial Policies in that one-time revenue is used for one-time expenses.