

INTRADEPARTMENTAL CORRESPONDENCE

BPC #16-0301

August 24, 2016  
1.17

**RECEIVED**

**TO:** The Honorable Board of Police Commissioners

**REVIEWED** AUG 25 2016  
POLICE COMMISSION

**FROM:** Chief of Police

  
**RICHARD M. TEFANK**  
EXECUTIVE DIRECTOR

8/25/16  
DATE

**SUBJECT:** TRANSMITTAL OF THE GRANT AWARD FOR THE FISCAL YEAR 2016-2017 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY

**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) 2016-2017 Selective Traffic Enforcement Program (STEP) from the California Office of Traffic Safety (OTS), 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 2016-2017 STEP Grant from OTS in the amount of \$4,400,000 for the period of October 1, 2016, through September 30, 2017;
  - 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;
  - C. AUTHORIZE the Chief of Police or designee to execute one Professional Services Agreement with a selected vendor for a term of twelve months within the applicable grant performance period, for a sum not to exceed \$30,000, for the provision of phlebotomist services, subject to the approval of the City Attorney as to form;
  - D. AUTHORIZE the Los Angeles Police Department (LAPD) to utilize the STEP Grant funds in accordance with the FY 2016-2017 Grant Agreement to conduct Driving Under the Influence (DUI)/driver's license checkpoints; DUI saturation patrols; and traffic enforcement, bicycle and pedestrian, distracted driver, and motorcycle safety operations to reduce all related traffic collisions. Additionally, the grant will fund presentations/courses to educate Department personnel and the public with regards to traffic, bicycle, and pedestrian safety;

- E. AUTHORIZE the Controller to set up a grant receivable and appropriate \$4,400,000 to appropriation account, account number to be determined, in Fund No. 339, Department No. 70, for the disbursement of the FY 2016-2017 STEP Grant funds;
- F. AUTHORIZE the LAPD to spend up to the grant amount of \$4,400,000 in accordance with the grant award agreement;
- G. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts into Fund No. 339, Department No. 70;
- H. AUTHORIZE the Controller to increase appropriations as needed from the FY 2016-2017 STEP Grant, account number to be determined, Fund No. 339, Department No. 70, to Fund No. 100, Department No. 70, account number and amounts as follows:
- Account No. 001092, Overtime Sworn, \$ 4,117,764  
Account No. 001090, Overtime Civilian, \$ 150,000
- I. AUTHORIZE the LAPD to prepare the Controller's instructions for any technical adjustments, subject to the approval of the CAO, and AUTHORIZE and INSTRUCT the Controller to implement the instructions.

## DISCUSSION

In 2015, 181 people were killed and 23,272 injured in traffic collisions in the City. The FY 2016-2017 STEP Grant will be managed and coordinated through the Traffic Coordination Section, Emergency Operations Division, which will use overtime to deploy officers through innovative strategies to reduce persons killed and injured in traffic collisions through enforcement. The OTS awarded the Department \$4.4 million in grant funds to focus on DUI, distracted driving, motorcycle safety and primary collision factor (speed, bicycle, pedestrian and right of way violations) enforcement.

The grant funds will primarily be used for sworn and civilian overtime, contractual services, DUI checkpoint supplies and travel for training. Funding in the amount of approximately \$4.3 million will be used for overtime for the following activities:

- DUI/Driver's License Checkpoints,
- DUI Saturation Patrols,
- Distracted Driver Enforcement Details,
- Traffic Safety, Bicycle Safety, and Pedestrian Safety presentations/courses,
- Pedestrian and Bicycle Safety Details,
- Primary Collision Factor Enforcement Details, and
- Motorcycle Safety Details.

Grant funding in the amount of \$10,000 will be used for in-state travel, along with \$10,000 for out-of-state travel for training purposes. The grant will also fund \$32,000 to purchase a DUI

The Honorable Board of Police Commissioners

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trailer. In addition, \$33,436 will be used for DUI checkpoint supplies, Preliminary Alcohol Screening devices, bicycle safety equipment, and presentation/course materials as well as \$16,800 for motorcycle enrichment and training. The grant also includes contractual services funds for phlebotomist services at the DUI checkpoints (\$30,000). The total consultant cost will be \$30,000.

Grants awarded by the OTS are reimbursable grants that require zero matching funds from the Department. The content of the attached grant has been negotiated and approved by the OTS. The overtime will be distributed throughout the Department with the goal of improving traffic safety and reducing the number of people killed and seriously injured in traffic collisions in the City.

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,

*For:*   
CHARLIE BECK  
Chief of Police

BOARD OF  
POLICE COMMISSIONERS  
Approved *August 30, 2011*  
Secretary *Maria Dela*

Attachments

## INTRADEPARTMENTAL CORRESPONDENCE

August 22, 2016  
1.17

**TO:** Chief of Police

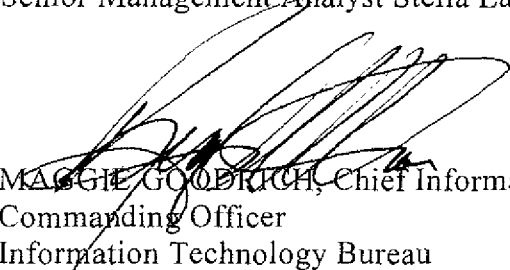
**FROM:** Commanding Officer, Information Technology Bureau

**SUBJECT:** TRANSMITTAL OF THE GRANT AWARD FOR THE FISCAL YEAR 2016-2017 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY

It is requested that the Chief of Police forward the attached correspondence to the Board of Police Commissioners. The report requests 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 Fiscal Year 2016-2017 Selective Traffic Enforcement Program (STEP) Grant. Your approval would allow the LAPD to accept grant funding in the amount of \$4,400,000 from the Office of Traffic Safety for STEP. The award period will commence on October 1, 2016 and ends on September 30, 2017.

The LAPD will conduct Driving Under the Influence (DUI)/driver's license checkpoints, DUI saturation patrols and traffic enforcement operations, as well as related presentations and courses to reduce pedestrian, bicycle, distracted driver, and motorcycle-related traffic collisions.

If you have 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 Technology Bureau

Attachments

STATE OF CALIFORNIA

EDN D 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)



June 2, 2016

Grant No.: PT1765

Tentative Award Amount: \$4,400,000.00

Philip Fontanetta, Captain  
Emergency Operations Division  
Los Angeles Police Department  
100 West First Street, Room 469  
Los Angeles, CA 90012

Dear Captain Fontanetta:

Congratulations! Through a competitive process, the Office of Traffic Safety (OTS) has tentatively approved your funding request for the proposal titled "Selective Traffic Enforcement Program (STEP)," contingent on approval from the National Highway Traffic Safety Administration.

Your OTS Coordinator will contact you to discuss your proposal and explain the grant agreement process. It is our goal to have all new grants start no later than October 1, 2016. If approval from a City Council or the Board of Supervisors is required, you should begin that process now. Do not incur grant reimbursable costs prior to the receipt of your official approval packet from OTS or before your grant start date.

OTS will initiate a statewide media news release regarding 2017 proposals selected for funding. Your agency should not publically announce this tentative award until the grant agreement is fully negotiated and signed by OTS.

Again, congratulations on the success of your proposal. If you have any questions, please contact Whitney Braziel, Program Coordinator, at (916) 509-3016 or e-mail at [whitney.braziel@ots.ca.gov](mailto:whitney.braziel@ots.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Rhonda L. Craft".

RHONDA L. CRAFT  
Director

WB:cc



The California lifestyle  
<http://saveourwater.com/>

<b>1. GRANT TITLE</b> SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)			
<b>2. NAME OF AGENCY</b> CITY OF LOS ANGELES		<b>4. GRANT PERIOD</b>	
<b>3. AGENCY UNIT TO ADMINISTER GRANT</b> LOS ANGELES POLICE DEPARTMENT		From: 10/1/16 To: 9/30/17	
<b>5. GRANT DESCRIPTION</b> Best practice strategies will be conducted to reduce the number of persons killed and injured in traffic collisions involving impairment and other primary collision factors. The funded strategies may include enforcement operations focusing on impaired driving, distracted driving, nighttime seat belt use, motorcycle safety, and pedestrian and bicycle safety. Operations are conducted in areas with disproportionate numbers of traffic collisions. Other funded strategies may include public awareness, educational programs and training for law enforcement.			
<b>6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED:</b>		<b>\$ 4,400,000.00</b>	
<b>7. TERMS AND CONDITIONS:</b> The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> <li>• Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure</li> <li>• Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable)</li> <li>• Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable)</li> <li>• Exhibit A – Certifications and Assurances</li> <li>• Exhibit B* - OTS Grant Program Manual</li> </ul> *Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: <a href="http://www.ots.ca.gov">www.ots.ca.gov</a> .  We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.  IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.			
<b>8. APPROVAL SIGNATURES</b>			
<b>A. GRANT DIRECTOR</b>		<b>B. AUTHORIZING OFFICIAL OF AGENCY</b>	
NAME: <b>Philip Fontanetta</b>	PHONE: <b>(213) 486-0680</b>	NAME: <b>Charlie Beck</b>	PHONE: <b>(213) 486-0150</b>
TITLE: <b>Captain</b>	FAX: <b>(213) 486-0710</b>	TITLE: <b>Chief of Police</b>	FAX: <b>(213) 486-0168</b>
ADDRESS: <b>Emergency Operations Division 100 West First Street Los Angeles, CA 90012-3302</b>		ADDRESS: <b>100 West First Street Los Angeles, CA 90012-3302</b>	
E-MAIL: <b>philip.fontanetta@lapd.lacity.org</b>		E-MAIL: <b>charlie.beck@lapd.lacity.org</b>	
_____ (Signature)	_____ (Date)	_____ (Signature)	_____ (Date)
<b>C. FISCAL OR ACCOUNTING OFFICIAL</b>		<b>D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS</b>	
NAME: <b>Annemarie Sauer</b>	PHONE: <b>(213) 486-8590</b>	NAME: <b>Grants Section</b>	
TITLE: <b>Police Administrator</b>	FAX: <b>(213) 486-0299</b>	ADDRESS: <b>100 West First Street</b>	
ADDRESS: <b>100 West First Street Los Angeles, CA 90012-3302</b>		ADDRESS: <b>Los Angeles, CA 90012-3302</b>	
E-MAIL: <b>annemarie.sauer@lapd.lacity.org</b>			
_____ (Signature)	_____ (Date)		
<b>9. DUNS NUMBER</b>			
DUNS #: <b>037848012</b>			
REGISTERED ADDRESS & ZIP: <b>100 West First Street Room 842 Los Angeles, CA 90012-3302</b>			

EFFECTIVE DATE OF AGREEMENT: <u>10/1/2016</u>	GRANTEE <u>CITY OF LOS ANGELES</u>	GRANT NO. <u>PT1765</u>	
10. Fin Action No. <u>1</u> Date: <u>7/28/2016</u>	12. TYPE OF AGREEMENT      Initial <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Cont. <input type="checkbox"/>		
Revision No.      Date:	PAID MEDIA	PROGRAM INCOME	TASK NO.      F.F.Y.
			<u>2</u> <u>2017</u>

11. Action Taken

Initial approval of 2017 HSP funds obligated.

13. FUNDING DISPOSITION & STATUS	
Fiscal Year	Amount
<u>2016-17</u>	4,400,000.00
<u>2015-16</u>	
<u>2014-15</u>	
<u>2013-14</u>	
Total	<u>4,400,000.00</u>
Obligated This Action	4,400,000.00
Previously Obligated	0.00
Total Amount Obligated	<u>4,400,000.00</u>
<b>TOTAL FUNDS PROGRAMMED</b>	<b><u>4,400,000.00</u></b>

14. FUNDING DETAIL - FISCAL YEAR GRANT PERIOD ENDING: <u>9/30/2017</u>						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
164AL	20.608	0521-0890-101 (10/15)	2015	10/15	2015	\$ 1,882,380.00
402PT	20.600	0521-0890-101 (10/15)	2015	10/15	2015	\$ 699,600.00
405d AL	20.616	0521-0890-101 (10/15)	2015	10/15	2015	\$ 58,020.00
164AL	20.608	0521-0890-101 (23/16)	2016	23/16	2016	\$ 1,254,920.00
402PT	20.600	0521-0890-101 (23/16)	2016	23/16	2016	\$ 466,400.00
405d AL	20.616	0521-0890-101 (23/16)	2016	23/16	2016	\$ 38,680.00
-	-	-	-	-	-	\$ -
-	-	-	-	-	-	\$ -
<b>TOTAL FEDERAL FUNDS:</b>						<b>\$ 4,400,000.00</b>

15. GRANT APPROVAL & AUTHORIZATION TO EXPEND OBLIGATED FUNDS	
A. APPROVAL RECOMMENDED BY	B. AGREEMENT & FUNDING AUTHORIZED BY
NAME: WHITNEY BRAZIEL TITLE: Program Coordinator PHONE: (916) 509-3016 E-MAIL: whitney.braziel@ots.ca.gov Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758  Signature _____	NAME: RHONDA L. CRAFT TITLE: Director  Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758  Signature _____

**GRANTS MADE EASY - STEP  
SCHEDULE A  
GRANT DESCRIPTION  
GRANT NO. PT1765**

**I. PROBLEM STATEMENT**

The City of Los Angeles is comprised of 3.9 million community members and covers 468.7 square miles of land. Within the City of Los Angeles, there are approximately 7,500 miles of street, 10,750 miles of sidewalks, and 40,000 intersections. Over the past two years, the City of Los Angeles has experienced an upward trend in the following type of traffic collisions:

- Injury traffic collisions have increased 11% from 20,907 in 2013 to 23,272 in 2015;
- Alcohol-involved injury traffic collisions have increased 17% from 903 in 2013 to 1,054 in 2015;
- Hit and Run injury traffic collisions have increased 23% from 3,709 in 2013 to 4,555 in 2015;
- Nighttime fatal traffic collisions have increased 20% from 51 in 2013 to 61 in 2015;
- Nighttime injury traffic collisions have increased 14% from 2,936 in 2013 to 3,337 in 2015;
- Right of Way related injury traffic collisions have increased 11% from 5,366 in 2013 to 5,981 in 2015;
- Speed related injury traffic collisions have increased 13% from 3,631 in 2013 to 4,085 in 2014.

Over the past two years, the City of Los Angeles has seen an increase in alcohol-involved injury, hit and run injury and nighttime fatal and injury traffic collisions. Furthermore, over 1,000 people were killed or injured last year in DUI traffic collisions in the City of Los Angeles. As a result, increased DUI education and enforcement is needed to concentrate on community members who consume excessive amounts of alcohol or narcotics and drive while under the influence.

In 2015, bicycle and pedestrian related traffic collisions accounted for approximately 50% of all fatal and 25% of all injury traffic collisions in the City of Los Angeles. As more community members are opting to cycle and walk, the number of bicycle and pedestrian-related traffic collisions have naturally increased. In an effort to reduce the number of bicycle and pedestrian traffic collisions, increased traffic enforcement will complement existing educational and enforcement programs designed to ensure motorists, bicyclists and pedestrians are adhering to the California Vehicle Codes enacted to protect all users of the roadway.

Motorcyclist fatalities are trending upward from the recent low of 352 in 2010 to 519 in 2014---and approaching the 2008 high of 560 riders killed\*.

	2008	2009	2010	2011	2012	2013	2014
Motorcyclists Killed*	560	394	352	414	447	463	519

Young, unlicensed riders on high powered motorcycles, on weekends contribute significantly to California's motorcycle fatality problem. From 2010 through 2012, 33% of all riders killed were not properly licensed. Young riders were less likely to be properly licensed. Over the same period, 56% of riders killed under the age of 25 were not properly licensed. Speed was a factor in 45% of all motorcycle fatalities from 2010-2012. Half of all fatal motorcycle crashes occur on the weekend (Friday evening, Saturday and Sunday).\*\*

**GRANTS MADE EASY - STEP  
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Municipal streets are dangerous for motorcyclists, with 36% of motorcycle fatalities occurring on these roads with higher frequency of intersections and greater interaction with other vehicles traveling different directions compared to interstate highways, which account for only 12% of fatalities where, even though speeds are higher, traffic is going the same direction at relatively similar speeds. The bulk of the remaining fatalities occur on road-types with less distinct differences. State highways, which could be windy 2-lanes or freeway-type roads, account for 27% of fatalities and County Roads account for 22% of fatalities.\*\*

A few distinctions stand out when examining the types or classifications of motorcycles ridden by riders who were killed. "Supersport" motorcycles make up about 12% of the registered motorcycles in California, but account for over 31% of the fatalities. Riders of "super "sport" motorcycles who were killed were more likely to have been speeding, riding reckless or erratic, unlicensed or improperly licensed, have prior speeding convictions and less likely to be the registered owner than riders killed on "cruisers," "touring" or "other sport" motorcycles. Riders killed riding "cruisers" were less likely speeding, but more likely to be improperly-helmeted and impaired.\*\*

The motorcyclist was determined to be at fault in 319 (68%) of the 467 fatal motorcycle collisions and in 6,563 (56%) of the 11,644 injury collisions in 2013\*\*\*. From 2010 through 2012, 39.8% of all motorcyclist fatalities occurred in single vehicle (motorcycle only) collisions.\*\*

The use of DOT-compliant motorcycle helmets by riders is strongly protective against fatal injury, strongly protective against head injury, and weakly to moderately protective against neck injury. Analysis indicates that helmets reduce occurrence of neck injury by an estimated 37%, head injury by 60%, and fatal injury by 56%.\*\*\*\*

Motorcyclist fatalities as a percentage of total traffic fatalities in California has steadily increased, from 5.8% in 1998 to 15.2% in 2012.\*\*

\*FARS

\*\*FARS, Analysis of California Motorcyclist Fatalities 1995-2012

\*\*\*SWTRS

\*\*\*\* Motorcycle helmet use and the risk of head, neck, and fatal injury: Revisiting the Hurt Study, Thomas M. Rice, Lara Troszak, James V. Ouellet, Taryn Erhardt, Gordon S. Smith, Bor-Wen Tsai

**GRANTS MADE EASY - STEP  
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<b>A. Traffic Data Summary:</b>												
<b>Collision Type</b>	<b>2013</b>				<b>2014</b>				<b>2015</b>			
	<b>Collisions</b>		<b>Victims</b>		<b>Collisions</b>		<b>Victims</b>		<b>Collisions</b>		<b>Victims</b>	
Fatal	199		199		204		204		181		181	
Injury	20,907		20,907		20,833		20,833		23,272		23,272	
	<b>Fatal</b>	<b>Injury</b>	<b>Killed</b>	<b>Injured</b>	<b>Fatal</b>	<b>Injury</b>	<b>Killed</b>	<b>Injured</b>	<b>Fatal</b>	<b>Injury</b>	<b>Killed</b>	<b>Injured</b>
Alcohol - Involved	16	903	16	903	16	1,056	16	1,056	17	1,054	17	1,054
Hit & Run	41	3,709	41	3,709	28	3,890	28	3,890	37	4,555	37	4,555
Nighttime (2100-0259 hours)	51	2,936	51	2,936	64	3,018	64	3,018	61	3,337	61	3,337
<b>Top 3 Primary Collision Factors</b>									<b>Fatal</b>	<b>Injury</b>	<b>Killed</b>	<b>Injured</b>
#1 -	Right of Way								25	5,981	25	5,981
#2 -	Speed								35	4,085	35	4,085
#3 -	Pedestrian								71	1,993	71	1,993

**2. PERFORMANCE MEASURES**

**A. Goals:**

- 1) Reduce the number of persons killed in traffic collisions.
- 2) Reduce the number of persons injured in traffic collisions.
- 3) Reduce the number of persons killed in alcohol-involved collisions.
- 4) Reduce the number of persons injured in alcohol-involved collisions.
- 5) Reduce the number of persons killed in drug-involved collisions.
- 6) Reduce the number of persons injured in drug-involved collisions.
- 7) Reduce the number of persons killed in alcohol/drug combo-involved collisions.
- 8) Reduce the number of persons injured in alcohol/drug combo-involved collisions.
- 9) Reduce the number of motorcyclists killed in traffic collisions.
- 10) Reduce the number of motorcyclists injured in traffic collisions.

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- 11) Reduce hit & run fatal collisions.
- 12) Reduce hit & run injury collisions.
- 13) Reduce nighttime (2100 - 0259 hours) fatal collisions.
- 14) Reduce nighttime (2100 - 0259 hours) injury collisions.
- 15) Reduce the number of bicyclists killed in traffic collisions.
- 16) Reduce the number of bicyclists injured in traffic collisions.
- 17) Reduce the number of pedestrians killed in traffic collisions.
- 18) Reduce the number of pedestrians injured in traffic collisions.

**B. Objectives:**

- 1) Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at [pio@ots.ca.gov](mailto:pio@ots.ca.gov), and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.
- 2) Participate in the following campaigns:
  - National Walk to School Day – October 5, 2016
  - National Teen Driver Safety Week – October 16-22, 2016
  - NHTSA Winter Mobilization – December 16, 2016 to January 1, 2017
  - National Distracted Driving Awareness Month – April 2017
  - National Bicycle Safety Month – May 2017
  - National Motorcycle Safety Month – May 2017
  - National Click It or Ticket Mobilization – May 17-20, 2017
  - NHTSA Summer Mobilization – August 19, 2017 to September 6, 2017
  - National Child Passenger Safety Week – September 17-23, 2017
  - California's Pedestrian Safety Month – September 2017
- 3) Develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
- 4) Send 100 law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hour) POST-certified training.

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- 5) Send **100** law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
- 6) Send **30** law enforcement personnel to the Drug Recognition Expert (DRE) training.
- 7) Send **30** law enforcement personnel to the DRE Recertification training.
- 8) Send **4** law enforcement personnel to SFST Instructor training.
- 9) Send **4** law enforcement personnel to DRE Instructor training.
- 10) Conduct **4** ARIDE 16 hour POST-certified trainings, in an effort to reach **100** law enforcement officers.
- 11) Conduct **1** DRE 72 hour POST-certified training, in an effort to reach **15** law enforcement officers.
- 12) Conduct DRE field certification for **15** officers. Field certification consists of 24 hours per student with a ratio of one instructor for every two students.
- 13) Conduct **160** DUI/DL Checkpoints. *Note: A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the NHTSA Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint operation. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoint operations should read "DUI/Driver's License Checkpoint Ahead." 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.*
- 14) Conduct **130** DUI Saturation Patrol operation(s).
- 15) Conduct **12** Know Your Limit campaigns with an effort to reach **360** members of the community.
- 16) Conduct **65** Traffic enforcement operation(s), including but not limited to, primary collision factor violations.
- 17) Conduct **20** Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.

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- 18) Conduct **12** highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers. *Note: It is recommended the grantee issue an advance press release and conduct social media activity prior to each operation to publicize and raise awareness about motorcycle safety issues.*
- 19) Conduct **130** highly publicized Pedestrian and Bicycle enforcement operation(s) in areas of or during events with a high number of pedestrian and/or bicycle collisions resulting from violations made by pedestrians, bicyclists, and drivers. *Note: It is recommended the grantee issue an advance press release and conduct social media activity prior to each operation to publicize and raise awareness about pedestrian and bicycle safety issues.*
- 20) Conduct **12** Traffic Safety educational presentations with an effort to reach **360** community members. *Note: Presentations may include topics such as distracted driving, DUI, speed, pedestrian and bicycle safety, seatbelts and child passenger safety.*
- 21) Host **6** POST-certified, 8-hour Motorcycle Enforcement & Safety courses with an effort to reach 150 law enforcement officers.
- 22) Conduct **18** Street Racing and Modified Vehicle field-certification training classes to **360** allied agency personnel.
- 23) Conduct **8** Pedestrian and Bicycle roll call trainings in an effort to reach **160** officers.
- 24) Partner with Children's Hospital of Los Angeles (CHLA) to conduct LA Street Smarts pedestrian educational workshops at **20** elementary schools with an effort to reach **8,000** students.
- 25) Partner with CHLA to conduct Bicycle Rodeo educational workshops at **4** elementary or middle schools with an effort to reach **400** students.
- 26) Partner with Los Angeles County Metropolitan Transportation Authority to conduct **20** Bicycle Safety Education workshops with an effort to reach **400** participants. (The Department will provide at least one officer to co-instruct the workshops. Personnel will consist of bicycle instructors, bicycle, traffic, and patrol officers).

***NOTE:** Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives hereunder.*

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SCHEDULE A  
GRANT DESCRIPTION  
GRANT NO. PT1765

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**3. METHOD OF PROCEDURE**

**A. Phase 1 - Program Preparation, Training and Implementation (1<sup>st</sup> Quarter of Grant Year)**

- The department should develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- All training should be conducted this quarter.
- All grant-related purchases should be made this quarter.
- In order to develop/maintain the “HOT Sheets,” research will be conducted to identify the “worst-of-the-worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The HOT Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. HOT Sheets should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high collision locations.

**B. Phase 2 - Program Operations (Throughout Grant Year)**

- The department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

**Media Requirements**

- Submit all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at [pio@ots.ca.gov](mailto:pio@ots.ca.gov), with a copy to your OTS Coordinator.
  - a) If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
  - b) Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
  - c) Activities such as warrant service operations and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.

**GRANTS MADE EASY - STEP  
SCHEDULE A  
GRANT DESCRIPTION  
GRANT NO. PT1765**

PAGE 8

- 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.
- Email the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.

**Phase 3 – Data Collection & Reporting (Throughout Grant Year)**

- Agencies are required to collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date comparisons of goals and objectives. If required, a separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.
- Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the grant efforts.
- Reports shall be completed and submitted in accordance with OTS requirements as specified in the Grant Program Manual.

**4. METHOD OF EVALUATION**

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

**5. ADMINISTRATIVE SUPPORT**

This program has full support of the City of Los Angeles. Every effort will be made to continue the activities after the grant conclusion.

**SCHEDULE B  
DETAILED BUDGET ESTIMATE  
GRANT NO. PT1765**

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164AL	20.608	Minimum Penalties for Repeat Offenders For Driving While Intoxicated	3,137,300.00
402PT	20.600	State and Community Highway Safety	1,166,000.00
405d AL	20.616	National Priority Safety Programs	96,700.00

COST CATEGORY	FISCAL YEAR ESTIMATES 10/1/16 thru 9/30/17			TOTAL COST TO GRANT
	CFDA	FY-1		
<b>A. PERSONNEL COSTS</b>				
Positions and Salaries				
<u>Overtime</u>				
DUI/DL Checkpoints	20.608	\$ 2,307,800.00		\$ 2,307,800.00
DUI Saturation Patrols	20.608	\$ 693,680.00		\$ 693,680.00
Know Your Limit Campaign	20.608	\$ 48,384.00		\$ 48,384.00
Traffic Enforcement	20.600	\$ 198,796.00		\$ 198,796.00
Distracted Driving	20.600	\$ 94,720.00		\$ 94,720.00
Motorcycle Safety Enforcement	20.600	\$ 64,800.00		\$ 64,800.00
Pedestrian and Bicycle Enforcement	20.600	\$ 610,944.00		\$ 610,944.00
Traffic Safety Educational Presentations	20.600	\$ 11,472.00		\$ 11,472.00
Street Racing/Modified Emissions Training	20.600	\$ 27,540.00		\$ 27,540.00
Street Smarts Pedestrian Ed Presentations	20.600	\$ 62,240.00		\$ 62,240.00
Bicycle Rodeo Educational Presentations	20.600	\$ 12,448.00		\$ 12,448.00
Bicycle Safety Educational Presentations	20.600	\$ 38,240.00		\$ 38,240.00
SFST/ARIDE/DRE Instruction&Certification	20.616	\$ 96,700.00		\$ 96,700.00
Category Sub-Total		\$ 4,267,764.00		\$ 4,267,764.00
<b>B. TRAVEL EXPENSE</b>				
In-State	20.600	\$ 10,000.00		\$ 10,000.00
Out-of-State	20.600	\$ 10,000.00		\$ 10,000.00
Category Sub-Total		\$ 20,000.00		\$ 20,000.00
<b>C. CONTRACTUAL SERVICES</b>				
Phlebotomist	20.608	\$ 30,000.00		\$ 30,000.00
Category Sub-Total		\$ 30,000.00		\$ 30,000.00
<b>D. EQUIPMENT</b>				
DUI Trailer	20.608	\$ 32,000.00		\$ 32,000.00

**SCHEDULE B  
 DETAILED BUDGET ESTIMATE  
 GRANT NO. PT1765**

Category Sub-Total		\$ 32,000.00		\$ 32,000.00
<b>E. OTHER DIRECT COSTS</b>				
Bicycle Safety Equipment	20.600	\$ 3,000.00		\$ 3,000.00
DUI Checkpoint Supplies	20.608	\$ 10,436.00		\$ 10,436.00
Educational Materials	20.600	\$ 5,000.00		\$ 5,000.00
Motorcycle Enforcement & Safety Training	20.600	\$ 16,800.00		\$ 16,800.00
PAS Device/Calibration Supplies	20.608	\$ 15,000.00		\$ 15,000.00
Category Sub-Total		\$ 50,236.00		\$ 50,236.00
<b>F. INDIRECT COSTS</b>				
None				
Category Sub-Total				
<b>GRANT TOTAL</b>				
		\$ 4,400,000.00		\$ 4,400,000.00

SCHEDULE B-1

GRANT NO. PT1765

BUDGET NARRATIVE

Page 1

PERSONNEL COSTS

**Overtime**

Overtime for grant funded law enforcement operations may be conducted by personnel such as a Lieutenant, Sergeant, Corporal, Deputy, Officer, Reserve Officer, Community Services Officer, Dispatcher, etc., depending on the titles used by the agency and the grantees overtime policy. Personnel will be deployed as needed to accomplish the grant goals and objectives.

Costs are estimated based on an overtime hourly rate range of \$48.00/hour to \$118.00/hour.

Overtime reimbursement will reflect actual costs of the personnel conducting the appropriate operation up to the maximum range specified.

No benefits will be paid in this grant.

TRAVEL EXPENSE

**In State**

Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the Annual California Narcotic Officers' Association Training. *All conferences, seminars or training not specifically identified in the Schedule B-1 (Budget Narrative) must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.*

**Out-Of-State**

Appropriate staff may attend Lifesavers National Conference in Charlotte, NC, Governors Highway Safety Association Annual Meeting in Louisville, KY, the International Forum on Traffic Records and Highway Information Systems, and the International Association of Chiefs of Police DRE Conference in support of the grant goals and objectives. *All out-of-state travel not specifically identified in the Schedule B-1 (Budget Narrative) must receive written approval from OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.*

CONTRACTUAL SERVICES

**Phlebotomist** - to draw and collect blood samples from suspected DUI drivers on scene as evidence in support of DUI convictions in a court of law.

EQUIPMENT

**1 DUI Trailer** - fully equipped trailer to transport DUI checkpoint supplies and to serve as a communication and command post during OTS operations. Costs may include the trailer, sales tax, delivery, installation costs, and other modifications and accessories or other items necessary to make the trailer usable for grant purposes, such as a generator, lighting, paint and graphics. The trailer cannot include any furniture or fixtures not affixed to the trailer as noted in Chapter 2, Section 2.8 of the OTS Grant Program Manual.

SCHEDULE B-1

GRANT NO. PT1765

BUDGET NARRATIVE

Page 2

OTHER DIRECT COSTS

**Bicycle Safety Equipment** – safety equipment such as bicycle headlights/taillights, reflectors, and reflective arm and leg bands to be distributed during bicycle rodeos and other bicycle safety related events.

**DUI Checkpoint Supplies** - on-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS device supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. *Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.*

**Educational Materials** – costs of purchasing, developing or printing brochures, pamphlets, fliers, coloring books, stickers, posters, signs, and banners associated with grant activities, and traffic safety conference and training materials. Items shall include a traffic safety message and if space is available the OTS logo. *Additional items may be purchased if approved by OTS.*

**6 Motorcycle Enforcement & Safety Training** – Contractor to provide six (6) Motorcycle Enforcement & Safety classes to between 15 and 30 law enforcement personnel, each. The 8-hour, POST-certified course provides officers with the knowledge and skills to address the problem of unlicensed, unskilled motorcycle riders crashing on California roadways. Officers completing the course should be comfortable in engaging motorcyclists and enforcing the law, as well as providing motorcycle safety education. The class focuses on three primary issues that contribute to fatal motorcyclist collisions, injuries and fatalities in the state. Throughout the class, emphasis is placed on reducing the number of unlicensed riders in the state, locating and arresting riders who are operating a motorcycle while impaired, and encouraging motorcyclists to wear DOT-compliant helmets.

**15 PAS Device/Calibration Supplies** - preliminary alcohol screening devices to detect the presence of alcohol in a person's breath and calibration supplies to ensure accuracy. Costs may include mouth pieces, gas and accessories.

INDIRECT COSTS

None

PROGRAM INCOME

There will be no program income generated from this grant.

## EXHIBIT A

### CERTIFICATIONS AND ASSURANCES

Page 1

Failure to comply with applicable Federal statutes, regulations, and directives may subject Grantee Agency officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR §18.12.

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended
- 49 CFR Part 18—Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 23 CFR Part 1200—Uniform Procedures for State Highway Safety Grant Programs

#### **NONDISCRIMINATION**

The Grantee Agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, *et seq.*), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all sub-recipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, *et seq.*), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 2

**BUY AMERICA ACT**

The Grantee Agency will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)), which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

**POLITICAL ACTIVITY (HATCH ACT)**

The Grantee Agency will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508) which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**CERTIFICATION REGARDING FEDERAL LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

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**RESTRICTION ON STATE LOBBYING**

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

Instructions for Primary Certification

1. By signing and submitting this grant agreement, the Grantee Agency Official is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the Grantee Agency Official to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the Grantee Agency Official knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The Grant Agency Official shall provide immediate written notice to the department or agency to which this grant agreement is submitted if at any time the Grantee Agency Official learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *grant agreement*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this grant agreement is being submitted for assistance in obtaining a copy of those regulations.
6. The Grantee Agency Official agrees by submitting this grant agreement that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 4

7. The Grantee Agency Official further agrees by submitting this grant agreement that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions**

(1) The Grantee Agency Official certifies to the best of its knowledge and belief, that its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this grant agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/grant agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the Grantee Agency Official is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this grant agreement.

EXHIBIT A  
CERTIFICATIONS AND ASSURANCES

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**Instructions for Lower Tier Certification**

1. By signing and submitting this grant agreement, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this grant agreement is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *grant agreement*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this grant agreement is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this grant agreement that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this grant agreement that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

**EXHIBIT A**  
**CERTIFICATIONS AND ASSURANCES**

Page 6

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions:**

1. The prospective lower tier participant certifies, by submission of this grant agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant agreement.

STATE OF CALIFORNIA \* OFFICE OF TRAFFIC SAFETY  
 OTS-136 Grant Application Cover Sheet and Budget  
 (Rev. 11/15)

Cover Sheet for Traffic Safety Application Federal Fiscal Year 2017		OTS USE ONLY																			
Application #:		_____																			
Coordinator:		_____																			
Program Area:		_____																			
Agency Name: <u>City of Los Angeles</u>																					
Dept: <u>Los Angeles Police Department</u>		DUNS No.	<u>37848012</u>																		
Application Title: <u>Selective Traffic Enforcement Program (STEP)</u>		DUNS Address	<u>100 West First Street Los Angeles, CA 90012-3302</u>																		
<p><b>Application Summary</b>                      Best practice strategies will be conducted to reduce the number of persons killed and injured in traffic collisions involving alcohol and other primary collision factors. The funded strategies will include impaired driving enforcement, enforcement operations focusing on primary collision factors, distracted driving, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian collisions, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.</p>																					
Equipment: (If applicable) DUI Trailer		<p><b>Requested Funding by Budget Category:</b></p> <table border="0"> <tr><td>Personnel:</td><td>\$</td><td>4,274,564.00</td></tr> <tr><td>Travel:</td><td>\$</td><td>25,000.00</td></tr> <tr><td>Contractual Services:</td><td>\$</td><td>30,000.00</td></tr> <tr><td>Equipment:</td><td>\$</td><td>32,000.00</td></tr> <tr><td>Other Direct Costs:</td><td>\$</td><td>38,436.00</td></tr> <tr><td>Indirect Costs:</td><td>\$</td><td>-</td></tr> </table>		Personnel:	\$	4,274,564.00	Travel:	\$	25,000.00	Contractual Services:	\$	30,000.00	Equipment:	\$	32,000.00	Other Direct Costs:	\$	38,436.00	Indirect Costs:	\$	-
Personnel:	\$	4,274,564.00																			
Travel:	\$	25,000.00																			
Contractual Services:	\$	30,000.00																			
Equipment:	\$	32,000.00																			
Other Direct Costs:	\$	38,436.00																			
Indirect Costs:	\$	-																			
<p><b>Authorized Representative</b></p> <p>First Name: <u>Philip</u>                      Last Name: <u>Fontanetta</u>                      Title: <u>Captain</u>                      Address 1: <u>Emergency Operations Division</u>                      Address 2: <u>100 West First Street, Room 469</u>                      Address 3: _____                      City: <u>Los Angeles</u>                      State: <u>California</u>                      Zip Code: <u>90012</u>                      Phone #: <u>213-486-0680</u>                      Ext: _____                      FAX #: <u>213-486-0710</u>                      Email: <u>Philip.Fontanetta@lapd.lacity.org</u></p>		<p>I verify that I am authorized to submit this application on behalf of my Agency and/or Department.</p> <p style="text-align: center;">_____                      Authorized Representative</p>																			
		<b>Requested Funding</b>																			
		Federal Fiscal Year 2017	\$ 4,400,000.00																		
		<b>Total</b>	\$ 4,400,000.00																		

STATE OF CALIFORNIA \* OFFICE OF TRAFFIC SAFETY  
 OTS-136 Grant Application Schedule B  
 (Revised 11/15)

<b>SCHEDULE B DETAILED BUDGET ESTIMATE</b>		
COST CATEGORY	FISCAL YEAR ESTIMATES	
	10/1/16 thru 9/30/17	TOTAL COST TO GRANT
<b>A. PERSONNEL COSTS:</b>		
DUI & Driver License Checkpoints	\$ 2,307,840.00	\$ 2,307,840.00
DUI Saturation Patrols	\$ 693,680.00	\$ 693,680.00
Know Your Limit Program	\$ 48,384.00	\$ 48,384.00
Traffic Enforcement Operations	\$ 200,824.00	\$ 200,824.00
Bicycle and Pedestrian Operations	\$ 615,680.00	\$ 615,680.00
Distracted Driver Operations	\$ 94,720.00	\$ 94,720.00
Motorcycle Safety Operations	\$ 64,800.00	\$ 64,800.00
Illegal Street Racing/Modified Emissions Course	\$ 27,540.00	\$ 27,540.00
Traffic Safety Educational Presentations	\$ 11,472.00	\$ 11,472.00
LA Street Smarts Pedestrian Educational Presentations	\$ 62,240.00	\$ 62,240.00
Bicycle Rodeo Educational Presentations	\$ 12,448.00	\$ 12,448.00
Bicycle Safety Educational Presentations	\$ 38,240.00	\$ 38,240.00
ARDIE Course	\$ 48,192.00	\$ 48,192.00
DRE Course	\$ 48,504.00	\$ 48,504.00
		\$ -
		\$ -
		\$ -
<b>Category Sub-Total</b>		<b>\$ 4,274,564.00</b>
<b>B. TRAVEL EXPENSE</b>		
In State	\$ 10,000.00	\$ 10,000.00
Out of State	\$ 15,000.00	\$ 15,000.00
<b>Category Sub-Total</b>		<b>\$ 25,000.00</b>
<b>C. CONTRACTUAL SERVICES</b>		
Phlebotomist Services	\$ 30,000.00	\$ 30,000.00
		\$ -
		\$ -
<b>Category Sub-Total</b>		<b>\$ 30,000.00</b>
<b>D. EQUIPMENT</b>		
DUI Trailer	\$ 32,000.00	\$ 32,000.00
		\$ -
		\$ -
		\$ -
<b>Category Sub-Total</b>		<b>\$ 32,000.00</b>
<b>E. OTHER DIRECT COSTS</b>		
DUI Checkpoint Supplies	\$ 10,436.00	\$ 10,436.00
PAS Devices/Calibration	\$ 15,000.00	\$ 15,000.00
Bicycle Safety Equipment	\$ 8,000.00	\$ 8,000.00
Printing/Duplication	\$ 5,000.00	\$ 5,000.00
	\$ -	\$ -
<b>Category Sub-Total</b>		<b>\$ 38,436.00</b>
<b>F. INDIRECT COSTS</b>		
		\$ -
<b>Category Sub-Total</b>		<b>\$ -</b>
<b>GRANT TOTAL</b>		<b>\$ 4,400,000.00</b>

**SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)  
GRANTS MADE EASY (GME) GRANT APPLICATION  
Federal Fiscal Year 2017  
(10/1/16- 9/30/17)**

**APPLICATION TITLE: SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)**

**AGENCY: CITY OF LOS ANGELES**

**DEPARTMENT: LOS ANGELES POLICE DEPARTMENT**

**1. PROBLEM STATEMENT**

The City of Los Angeles is comprised of 3.9 million community members and covers 468.7 square miles of land. Within the City of Los Angeles, there are approximately 7,500 miles of street, 10,750 miles of sidewalks, and 40,000 intersections. Over the past two years, the City of Los Angeles has experienced an upward trend in the following type of traffic collisions:

- Injury traffic collisions have increased 11 percent from 20,907 in 2013 to 23,272 in 2015;
- Alcohol-involved injury traffic collisions have increased 17 percent from 903 in 2013 to 1,054 in 2015;
- Hit and Run injury traffic collisions have increased 23 percent from 3,709 in 2013 to 4,555 in 2015;
- Nighttime fatal traffic collisions have increased 20 percent from 51 in 2013 to 61 in 2015;
- Nighttime injury traffic collisions have increased 14 percent from 2,936 in 2013 to 3,337 in 2015;
- Right of Way related injury traffic collisions have increased 11 percent from 5,366 in 2013 to 5,981 in 2015;
- Speed related injury traffic collisions have increased 13 percent from 3,631 in 2013 to 4,085 in 2014.

Over the past two years, the City of Los Angeles has seen an increase in alcohol-involved injury, hit and run injury and nighttime fatal and injury traffic collisions. Furthermore, over 1,000 people were killed or injured last year in DUI traffic collisions in the City of Los Angeles. As a result, increased DUI education and enforcement is needed to concentrate on community members who consume excessive amounts of alcohol or narcotics and drive while under the influence.

In 2015, bicycle and pedestrian related traffic collisions accounted for approximately 50 percent of all fatal and 25 percent of all injury traffic collisions in the City of Los Angeles. As more community members are opting to cycle and walk, the number of bicycle and pedestrian-related traffic collisions have naturally increased. In an effort to reduce the number of bicycle and pedestrian traffic collisions, increased traffic enforcement will complement existing educational and enforcement programs designed to ensure motorists, bicyclists and pedestrians are adhering to the California Vehicle Codes enacted to protect all users of the roadway.

**A. Traffic Data Summary:**

Collision Type	2013				2014				2015				
	Collisions		Victims		Collisions		Victims		Collisions		Victims		
Fatal	199		199		204		204		181		181		
Injury	20,907		20,907		20,833		20,833		23,272		23,272		
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	
Alcohol - Involved	16	903	16	903	16	1,056	16	1,056	17	1,054	17	1,054	
Hit & Run	41	3,709	41	3,709	28	3,890	28	3,890	37	4,555	37	4,555	
Nighttime (2100-0259 hours)	51	2,936	51	2,936	64	3,018	64	3,018	61	3,337	61	3,337	
<b>Top 3 Primary Collision Factors</b>									Fatal	Injury	Killed	Injured	
#1 -	Right of Way							25	5,981	25	5,981		
#2 -	Speed							35	4,085	35	4,085		
#3 -	Pedestrian							71	1,993	71	1,993		

**2. PROPOSED SOLUTION**

**A. Strategies:**

The City of Los Angeles Mobility Plan 2035 provides the policy foundation for achieving a transportation system that balances the needs of all road users. The Mobility Plan 2035 incorporates “Complete Streets” principles and lays the policy foundation for how future generations of Angelenos interact with their streets<sup>1</sup>. The Great Streets of Los Angeles is the Los Angeles Department of Transportation’s (LADOT) strategic traffic plan to achieve Vision Zero, which is the goal to eliminate fatal traffic collisions in the City of Los Angeles by 2025. Both plans utilize specific City departments to achieve the goals through engineering, education and enforcement.

The Los Angeles Police Department has been tasked with implementing aspects of the educational component and the majority of the enforcement component of the plans. The STEP grant proposal will assist the Los Angeles Police Department in achieving objectives outlined in the City’s Mobility Plan 2035 and the Great Streets of Los Angeles plan.

Through the STEP Grant, the Los Angeles Police Department will implement multi-faceted traffic safety programs that will combine education and enforcement components. The programs will be successful because they will seek voluntary compliance with the majority of the general public and traffic enforcement will be used to solidify the educational component with the minute segment of the population that will not observe the law.

<sup>1</sup> City of Los Angeles Mobility Plan 2035.

## EDUCATION

The proposed STEP Grant will implement the following educational programs:

### *LA Street Smarts Pedestrian Educational Presentations*

Developed by the Children's Hospital of Los Angeles (CHLA), LA Street Smarts provides an interactive experience for children to learn pedestrian safety. A life sized neighborhood is constructed within an open area on a school campus and students learn of the hazards associated with walking on or near roadways. The Los Angeles Police Department will provide officers who are experts in the field of traffic to complement the CHLA instructor cadre. By working together with the staff of CHLA, the Los Angeles Police Department will train students how to:

- Cross intersections at stop lights;
- Avoid rescuing a ball that happens to find itself in the street;
- Signal a driver who is backing up; and,
- Safely work around motor vehicles.

The Los Angeles Police Department will augment the CHLA staffing with one sergeant and four officers (per presentation) who will conduct presentations at 20 schools impacting 8,000 students.

The Los Angeles Police Department and CHLA will work in partnership with the Los Angeles Department of Transportation to select the schools. This program will support the Los Angeles Safe Routes to School (SRTS) Strategic Plan, which is an international initiative to safely increase the number of children who walk or bike to school.

### *Bicycle Rodeos Educational Presentations*

Coordinated by the CHLA, Bicycle Rodeos provide hands-on experience for middle school aged children to learn bicycle safety. Using their own bicycles, children will learn how to ride safely on or near roadways. The Los Angeles Police Department will provide officers who are experts in the field of traffic to complement the CHLA instructor cadre. By working together with the staff of CHLA, the Los Angeles Police Department will train students how to:

- Properly learn how to wear a bicycle helmet;
- Properly equip a bicycle with required equipment;
- Ride on the right side of the roadway with the flow of traffic; and,
- Obey traffic signals and signs.

Additionally, if a child is not equipped with a helmet due to financial hardship, one will be provided free of charge. The Los Angeles Police Department will augment the CHLA staffing with one sergeant and four officers (per presentation) who will conduct presentations at four schools impacting 400 bicycling students.

### *Bicycle Safety Educational Presentations*

Coordinated by the Metropolitan Transit Authority (MTA), the Bicycle Safety Educational Presentations provide hands-on experience for community members to learn the following:

- Inspection of bicycle for mechanical deficiencies;
- Proper helmet fit;
- Proper maintenance of bicycle;
- Riding visibility and predictably;
- Role of the bicyclist within the City's Mobility Plan 2035;
- Rules of the road; and,
- Traffic principles for bicyclists.

The Los Angeles Police Department will augment the MTA instructor cadre with one sergeant and two officers (per presentation) who will conduct presentations at 20 community events impacting 400 community members.

### *Traffic Safety Educational Presentations*

Educational presentations can be an extremely effective tool in disseminating information to at-risk community members regarding traffic safety topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seatbelts and child passenger safety. The 12 traffic safety educational presentations will be staffed by one sergeant and two officers with an objective of impacting 360 community members.

### *DUI/Driver License Checkpoints*

The educational component of DUI/Driver License Checkpoints cannot be understated. In 2015, 260,000 vehicles drove through Department coordinated checkpoints, 139,000 vehicles were screened, 2,200 Standardized Field Sobriety Tests (SFST) were performed, and 1,268 community members were arrested for DUI. As a result of the multiple checkpoints conducted each weekend throughout the City of Los Angeles, the checkpoints have served as a constant reminder that the Los Angeles Police Department is dedicated to public safety through educating and arresting drivers who are endangering the community by driving under the influence.

### *Know Your Limit*

The educational gains of the checkpoints will be complemented by "Know Your Limit" operations conducted throughout the City of Los Angeles. These educational operations will be staffed by one sergeant and five officers and conducted at locations associated with an inordinate amount of alcohol consumption. The goal of the operations will be to educate the public on blood alcohol concentration (BAC) levels, raise awareness and reduce the number of community members who drive under the influence.

The positive encounter between law enforcement and the public will hopefully lower the incidents of DUI. Some of the targeted locations will be:

- Dodger Stadium;
- Hollywood Nightclub District;
- LA Live (including Staples Center and the Nokia Theater);
- Lobsterfest; and,
- Locations identified as problem locations by Area vice units.

#### *Illegal Street Racing/Modified Emissions Course*

Illegal street racing remains to be a traffic safety concern throughout the City and County of Los Angeles. The objective of this training is to present 18 courses impacting 360 law enforcement personnel throughout Los Angeles County on how to deter and eliminate illegal street racing.

#### *Advanced Roadside Impaired Driving Enforcement Course*

The Los Angeles Police Department will present four Advanced Roadside Impaired Driving Enforcement (ARIDE) courses. The training will be conducted by one sergeant and eight officers. The objective of this training will be to train 300 law enforcement officers within Los Angeles County. A minimum of 10 percent of students attending the classes will be from allied agencies.

#### *Drug Recognition Evaluator Course*

The Los Angeles Police Department will present three Drug Recognition Evaluator (DRE) courses. The 11-day training will be conducted by a staff of six to eight instructor personnel. The objective of this training will be to train 52 law enforcement officers within Los Angeles County. Having one of the largest law enforcement agencies in the Nation, the Los Angeles Police Department has resources unavailable to smaller agencies. The Los Angeles Police Department currently has a cadre of 34 DRE Instructors and the infrastructure to present multiple DRE courses in one year; therefore, the one class funded by OTS will be comprised of students strictly from allied agencies<sup>2</sup>.

### ENFORCEMENT

The City of Los Angeles is 468.7 square miles and is the second most populous city in the United States. However, the community is serviced by a police department that is less than 10,000 officers. In order to alleviate the traffic collision challenges, increased enforcement is vital and needs to be conducted by expertly trained officers assigned to a traffic assignment. These officers have specialized training in traffic enforcement, traffic collision investigation and whose primary duty is traffic related.

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<sup>2</sup> Provided the class can be filled to capacity with allied agency students. If there are vacancies that cannot be filled, the Los Angeles Police Department will fill the vacancies with its own students.

### *Traffic Enforcement Details*

The Los Angeles Police Department will focus its grant-funded enforcement details along streets and intersections that have been identified through a detailed analysis prior to each detail with high incidence of traffic collisions, traffic violations and traffic arrests for driving under the influence. Consequently, officers selected to work the details will be directed to concentrate their enforcement efforts at these identified locations.

The Los Angeles Police Department will continue to conduct monthly Directed Enforcement Task Forces (DETF), which have proven to be productive and have gained media attention. A DETF consist of five Primary Collision Factor (PCF) Details, which are conducted on the same date and time period to maximize the potential for media exposure. Through a detailed analysis of fatal, severe and visible injury-related traffic collisions in a defined area, officers are assigned to a specific intersection where they are tasked with conducting traffic enforcement at the problem location.

Additionally, the enforcement details will be used to solidify the grant-funded educational presentations. In days following an educational presentation, traffic enforcement details will be scheduled. Officers working the details will be tasked with focusing their efforts on vehicle code violations that were addressed at the educational presentations. Finally, the Los Angeles Police Department will conduct traffic enforcement details that coincide with monthly NHTSA awareness campaigns, such as increased seat belt enforcement details during the month of May.

### *Driving Under the Influence Enforcement*

The Los Angeles Police Department will conduct sobriety checkpoints with the overall mission to increase awareness, education and public safety by arresting those driving under the influence of alcohol, drugs or a combination of the two. Prior to conducting a checkpoint, press releases will be prepared and posted on the Los Angeles Police Department's website and distributed to over 250 media outlets announcing the exact location. Although many law enforcement agencies are apprehensive of advertising the exact location of a checkpoint, the Los Angeles Police Department has garnered greater news coverage and support from the community for our transparency. Furthermore, during specific national and State traffic safety campaigns (i.e. Winter Mobilization) and holidays that are often associated with an increase consumption of alcoholic beverages, the Los Angeles Police Department will schedule and notify the public of additional checkpoints.

The Los Angeles Police Department has found that an established selection criterion from a cadre of highly trained personnel is paramount for a successful checkpoint. Although any officer can assist in the public awareness and educational aspect of a checkpoint, only highly trained officers can competently perform the duties necessary to enforce the DUI laws and coordinate a DUI checkpoint. At a minimum, only officers who have completed the Department's IDAP, ARIDE course, are recipients of the Mothers Against Drunk Driving (MADD) Awards, are active members of a traffic division's Deuce Watch or Habitual Offender

Detail will participate in DUI checkpoints<sup>3</sup>. Furthermore, to address the increase in DUI of drugs (DUID), each checkpoint should be staffed with at least three DREs.

The DUI saturation patrols will supplement existing enforcement efforts conducted by the Los Angeles Police Department. Currently, the Los Angeles Police Department assigns a cadre of officers to a unit called Deuce Watch at each traffic division. This unit typically consists of one motor sergeant and eight motor officers, which work Wednesday through Saturday. The grant-funded details will augment their efforts by providing additional coverage at locations that have a disproportionate number of DUI-related traffic collisions and arrests.

## **B. Agency Qualifications:**

### *Staffing Levels*

The Department currently has 9,876 sworn personnel with 703 assigned to traffic-related functions. Due to the specialty nature of the STEP Grant, the overwhelming majority of the details will be staffed by personnel assigned to a traffic-related function.

### *Program and Fiscal Staff Qualifications*

The Los Angeles Police Department has a Grants Section that is responsible for obtaining available grant awards from various State and Federal funding sources. The Grants Section performs the administrative duties of the grant administration process, which includes liaison with the grant agencies, and preparing and submitting reimbursement claims. The Grants Section maintains a close working relationship with Fiscal Operations Division (FOD), which is the Los Angeles Police Department's fiscal/accounting entity, for budgetary and accounting purposes. A grants analyst is assigned to oversee all OTS grants managed by the TCS.

The Traffic Grant Coordinator is a sworn police officer funded by the Department, who is assigned to TCS, and over the past 13 years has managed 28 OTS grants worth \$29 million. During this period, multiple State and internal audits have been performed to ensure proper grant management has occurred and no major discrepancies have been identified. The coordination and oversight of the OTS grants is the officer's primary duty. The Traffic Grant Coordinator has the complete support from the Grants Section and FOD.

### *Youth Programs – Criminal Background Checks*

All sworn Department personnel have been vetted through an extensive criminal background investigation upon being offered employment by the City of Los Angeles. Additionally, personnel from CHLA have undergone a criminal background investigation upon being offered employment by the hospital.

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<sup>3</sup> Excluding support personnel.

**C. Program Sustainability:**

With the exception of the sobriety checkpoints, the enforcement details funded by OTS will complement existing enforcement endeavors performed by the Los Angeles Police Department. The requested grant funds would significantly augment existing efforts by funding overtime details that would be conducted during time periods and locations within the City of Los Angeles that would lack enforcement by the Los Angeles Police Department.

During the past five years, the Los Angeles Police Department has received the following grants from OTS:

STEP - PT16116	\$3,375,840
<ul style="list-style-type: none"><li>• October 1, 2015 through September 30, 2016</li><li>• Enforcement Areas: DUI/Driver license checkpoints, DUI saturation patrols, distracted driver, PCF, B&amp;P safety details and motorcycle safety details.</li><li>• Equipment: None</li></ul>	
STEP - PT1551	\$3,750,000
<ul style="list-style-type: none"><li>• October 1, 2014 through September 30, 2015</li><li>• Enforcement Areas: DUI/Driver license checkpoints, DUI saturation patrols, distracted driver, PCF, B&amp;P safety details, nighttime Click It or Ticket and motorcycle safety details.</li><li>• Equipment: None</li></ul>	
STEP - PT14119	\$1,500,000
<ul style="list-style-type: none"><li>• October 1, 2013 through September 30, 2014</li><li>• Enforcement Areas: DUI saturation patrols, distracted driver, PCF and motorcycle safety details.</li><li>• Equipment: None</li></ul>	
STEP - PT1330	\$1,000,000
<ul style="list-style-type: none"><li>• October 1, 2012 through September 30, 2013</li><li>• Enforcement Areas: DUI saturation patrols, distracted driver, PCF and motorcycle safety details.</li><li>• Equipment: None</li></ul>	
STEP - 20218	\$2,000,000
<ul style="list-style-type: none"><li>• October 1, 2011 through September 30, 2012</li><li>• Enforcement Areas: Sobriety checkpoints, DUI saturation patrols, court stings, speed, red-light and motorcycle safety details.</li><li>• Equipment: Sobriety checkpoint trailers (3) and a total station.</li></ul>	

In addition to the STEP Grant proposal, the Los Angeles Police Department will apply for a 2016 Federal Motor Carrier Safety Administration grant through the United States Department of Transportation. The grant will fund educational and enforcement objectives with a goal of reducing the number of commercial motor vehicle traffic collisions in the City of Los Angeles.

The City of Los Angeles has been awarded an Active Transportation Program (ATP) – Safe Routes to School, which is coordinated by LADOT. The multi-year program will focus its efforts specifically to school zones with the goal of reducing child related traffic collisions. The Los Angeles Police Department is an active participant in their Vision Zero data-driven campaign providing enforcement, education and encouragement strategies for the most vulnerable road users.

### **3. PERFORMANCE MEASURES**

#### **A. Goals:**

- 1) To reduce the number of persons killed in traffic collisions.
- 2) To reduce the number of persons injured in traffic collisions.
- 3) To reduce the number of persons killed in alcohol-involved collisions.
- 4) To reduce the number of persons injured in alcohol-involved collisions.
- 5) To reduce the number of persons killed in drug-involved collisions.
- 6) To reduce the number of persons injured in drug-involved collisions.
- 7) To reduce the number of persons killed in alcohol/drug combo-involved collisions.
- 8) To reduce the number of persons injured in alcohol/drug combo-involved collisions.
- 9) To reduce the number of motorcyclists killed in traffic collisions.
- 10) To reduce the number of motorcyclists injured in traffic collisions.
- 11) To reduce the number of motorcyclists killed in alcohol-involved collisions.
- 12) To reduce the number of motorcyclists injured in alcohol-involved collisions.
- 13) To reduce hit & run fatal collisions.
- 14) To reduce hit & run injury collisions.
- 15) To reduce nighttime (2100 - 0259 hours) fatal collisions.

- 16) To reduce nighttime (2100 - 0259 hours) injury collisions.
- 17) To reduce the number of bicyclists killed in traffic collisions.
- 18) To reduce the number of bicyclists injured in traffic collisions.
- 19) To reduce the number of pedestrians killed in traffic collisions.
- 20) To reduce the number of pedestrians injured in traffic collisions.

**B. Objectives:**

- 1) To develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
- 2) To send 100 law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hour) POST-certified training.
- 3) To send 100 law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
- 4) To send 52 law enforcement personnel to the IACP DRE training.
- 5) To send 50 law enforcement personnel to the IACP DRE Recertification training.
- 6) To conduct 160 DUI/DL Checkpoints. *Note: A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the NHTSA Summer Mobilization.*
- 7) To conduct 130 DUI Saturation Patrol operation(s).
- 8) To conduct 12 "Know Your Limit" campaigns with an effort to reach 1,000 members of the community.
- 8) To conduct 65 Traffic Enforcement operation(s), including but not limited to, primary collision factor violations.
- 9) To conduct 20 highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand-held cell phones and texting.
- 10) To conduct 12 highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers.

- 11) To conduct 130 highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle collisions resulting from violations made by pedestrians, bicyclists, and drivers.
- 12) To conduct 12 Traffic Safety educational presentations with an effort to reach 360 community members.
- 13) To participate in and collect and report DUI enforcement data for the NHTSA Winter and Summer Mobilizations.
- 14) To participate in and collect and report data for the National Distracted Driving Awareness Month in April.
- 15) To participate in and collect and report data for the NHTSA Click It or Ticket mobilization period in May.
- 16) To participate in the National Bicycle Safety Month in May.
- 17) To provide 18 Street Racing and Modified Vehicle field-certification training classes to 360 allied agency personnel.
- 18) To partner with Children's Hospital of Los Angeles (CHLA) to conduct LA Street Smarts pedestrian educational workshops at 20 elementary schools with an effort to reach 8,000 students.
- 19) To partner with CHLA to conduct Bicycle Rodeo educational workshops at 4 elementary or middle schools with an effort to reach 400 students.
- 20) To partner with Los Angeles County Metropolitan Transportation Authority to conduct 20 Bicycle Safety Education workshops with an effort to reach 400 participants. (The Department will provide at least one officer to co-instruct the workshops. Personnel will consist of bicycle instructors, bicycle, traffic, and patrol officers.)

#### 4. METHOD OF PROCEDURE

##### A. Phase 1 - Program Preparation, Training and Implementation (1<sup>st</sup> Quarter of Grant Year)

- The Los Angeles Police Department will develop operational plans to implement the "best practice" strategies outlined in the objectives section.
- All training needed to implement the program should be conducted this quarter.
- All grant related purchases needed to implement the program should be made this quarter.

- In order to develop/maintain the “Hot Sheets,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The Hot Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. Hot Sheets should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high collision locations.

#### **Media Requirements**

- Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at [pio@ots.ca.gov](mailto:pio@ots.ca.gov), and copied to the Los Angeles Police Department’s OTS Coordinator, for approval 14 days prior to the issuance date of the release.

#### **B. Phase 2 - Program Operations (Throughout Grant Year)**

- The Los Angeles Police Department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

#### **Media Requirements**

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at [pio@ots.ca.gov](mailto:pio@ots.ca.gov), with a copy to the Los Angeles Police Department’s OTS Coordinator.
  - a) If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
  - b) Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
  - c) Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- 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.

- Email the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy the Los Angeles Police Department's OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at [pio@ots.ca.gov](mailto:pio@ots.ca.gov) and copy the Los Angeles Police Department's OTS Coordinator for approval 14 days prior to the production or duplication.
- Include the OTS logo, space permitting, on grant-funded print materials; consult the Los Angeles Police Department's OTS Coordinator for specifics.

**C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)**

- Agencies are required to collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Statistical data relating to the grant goals and objectives will be collected, analyzed, and incorporated in Quarterly Performance Reports (QPRs). QPRs for the quarter ending September 30 will include year-to-date comparisons of goals and objectives. If required, a separate quarterly data reporting form will be completed each quarter and submitted as part of the QPR.
- Reports will compare actual grant accomplishments with the planned accomplishments. They will include information concerning changes made by the Grant Director in planning and guiding the grant efforts.
- Reports shall be completed and submitted in accordance with OTS requirements as specified in the Grant Program Manual.
- Agencies shall submit all collision reports as required to the California Highway Patrol.

**5. METHOD OF EVALUATION**

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

**6. ADMINISTRATIVE SUPPORT**

This program has full support of the City of Los Angeles. Every effort will be made to continue the activities after the grant conclusion.

## BUDGET NARRATIVE

### 1. PERSONNEL COSTS

The following is estimation for each grant-funded activity:

- DUI and Driver's License Checkpoints: 1 lieutenant (\$118), 2 sergeants (\$94 each), 8 officers (\$83 each), 9 officers (\$75 each), 2 detention officers (\$55 each) and 1 civilian (\$48 each) X 8 hours = \$14,424 per checkpoint X 160 checkpoints = \$2,307,840.
- DUI Saturation Patrols: 1 sergeant (\$94), six officers (\$83) and 1 officer (\$75 each) X 8 hours = \$5,336 per patrol X 130 patrols = \$693,680.
- Know Your Limit Program: 1 sergeant (\$89) and 5 officers (\$83 each) X 8 hours = \$4,032 per detail X 12 details = \$48,384.
- Traffic Enforcement Operations (Five operations conducted as one DETF): 2 sergeants (\$94) and 21 officers (\$83 each) X 8 hours = \$15,448 per operation X 13 operations = \$200,824.
- Bicycle and Pedestrian Operations: 1 sergeant (\$94) and 6 officers (\$83 each) X 8 hours = \$4,736 per operation X 130 operations = \$615,680.
- Distracted Driver Operations: 1 sergeant (\$94) and 6 officers (\$83 each) X 8 hours = \$4,736 per operation X 20 operations = \$94,720.
- Motorcycle Safety Operations: 1 sergeant (\$94) and 7 officers (\$83 each) X 8 hours = \$5,400 per operation X 12 operations = \$64,800.
- Traffic Safety Educational Presentations: 1 sergeant (\$89) and 2 officers (\$75 each) X 4 hours = \$956 per presentation X 12 presentations = \$11,472.
- LA Street Smarts Pedestrian Educational Presentations: 1 sergeant (\$89) and 4 officers (\$75 each) X 8 hours = \$3,112 per presentation X 20 presentations = \$62,240.
- Bicycle Rodeo Educational Presentations: 1 sergeant (\$89) and 4 officers (\$75 each) X 8 hours = \$3,112 per presentation X 4 presentations = \$12,448.
- Bicycle Safety Educational Presentations: 1 sergeant (\$89) and 2 officers (\$75 each) X 8 hours = \$1,912 per presentation X 20 presentations = \$38,240.
- Illegal Street Racing/Modified Emissions Course: 1 sergeant (\$89), 2 officers (\$83 each) X 6 hours = \$1,530 per class X 18 classes = \$27,540.
- ARIDE Course: 1 sergeant (\$89) and 8 officers (\$83 each) X 16 hours = \$12,048 per class X 4 classes = \$48,192.
- DRE Course: \$48,504 per class X 1 classes = \$48,504
  - Days 1-4 and 6-9: 2 sergeants (\$94 each) and 4 officers (\$83 each)
  - Day 5: 3 sergeants (\$94 each) and 5 officers (\$83 each)
  - Days 10-11: 2 sergeants (\$94 each) and 5 officers (\$83 each)

## 2. TRAVEL EXPENSE

### In-State

Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Anticipated travel includes the Vehicular Homicide Seminar, MADD California Heroes Award Ceremony and OTS Leadership and Training Seminar. **\$10,000**

### Out-Of-State

Appropriate staff may attend the Lifesavers, Governors Highway Safety Association Annual Meeting and the International Forum on Traffic Records and Highway Information Systems in support of the grant goals and objectives. **\$15,000**

## 3. CONTRACTUAL SERVICES

A vendor will be contracted for \$30,000 to provide phlebotomy services at the DUI and driver license checkpoints. The phlebotomist will work a minimum of four hours and a maximum of eight hours at a rate of \$50 per hour. The contract will fund a phlebotomist for 600 hours.

## 4. EQUIPMENT (\$5,000 OR MORE PER UNIT)

A cargo styled, enclosed trailer will be purchased to serve as a command post vehicle at DUI and Driver License Checkpoints coordinated by Emergency Operations Division. The trailer will replace a trailer purchased in 2011, which has been utilized at approximately 350 checkpoints. **\$32,000**

## 5. OTHER DIRECT COSTS

DUI Checkpoint Supplies – Supplies will be purchased to be used in support of the DUI Checkpoints. The supplies may include items such as cones, anti-fatigue mats, lights, generators and canopies. **\$10,436**

PAS Devices-- 15 PAS Devices will be purchased to be used in support of the DUI Checkpoints and DUI Saturation Patrols. Additional items, such as calibration equipment, carrying cases and mouthpieces may be purchased. **\$15,000**

Bicycle Safety Equipment – Equipment will be distributed at the Bicycle Rodeo Educational Presentations to children who lack basic bicycle safety equipment due to financial hardships. The bicycle safety equipment may include items as helmets, lights and reflectors. **\$8,000**

Educational Printing Supplies – Supplies to be used in support of the educational objectives of the program. Supplies may include brochures, handouts, banners and stickers. **\$5,000**

## **6. INDIRECT COSTS**

Indirect costs are those costs incurred for common or joint purposes (i.e., telephone, administrative services, depreciation, facility and equipment maintenance) and not assigned to a highway safety grant as a direct cost.