

**RESOLUTION NO. 2015- 153**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK  
AUTHORIZING AND ACCEPTING THE STATE OF CALIFORNIA OFFICE OF  
TRAFFIC SAFETY (OTS) SELECTIVE TRAFFIC ENFORCEMENT PROGRAM  
(STEP) GRANT AND AUTHORIZING THE FINANCE DIRECTOR TO AMEND THE  
FY 2015-2016 BUDGET**

**WHEREAS**, the Rohnert Park Department of Public Safety has conducted numerous enforcement programs to ensure compliance with vehicle laws;

**WHEREAS**, the Public Safety Department has been awarded a State of California Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) grant for total award of \$125,000, (\$33,580 under Catalog of Federal Domestic Assistance (CFDA) Number 20.608 and \$91,420.00 under CFDA number 20.600) (hereinafter "OTS STEP Grant");

**WHEREAS**, the OTS STEP Grant has been awarded to fund the Rohnert Park Department of Public Safety's focused and increased enforcement to reduce the number of persons injured and killed in traffic collisions beginning October 1, 2015 through September 30, 2016; and,

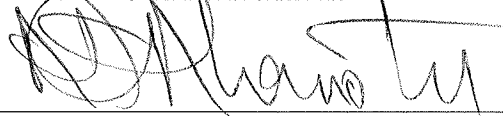
**WHEREAS**, the Public Safety Department seeks Council authority to accept the OTS STEP Grant and create an additional program budget.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Rohnert Park does hereby authorize and accept the OTS STEP Grant, attached hereto as exhibit A, and further authorizes the Director of Finance, or his/her designee, to increase appropriations in the amount of \$125,000 in account 001-P211-400, and to make any other accounting adjustments necessary to execute the OTS STEP Grant in accordance with applicable laws.

**BE IT FURTHER RESOLVED** that the City Manager is hereby authorized and directed to take all actions to effectuate this OTS STEP Grant for and on behalf of the City of Rohnert Park.

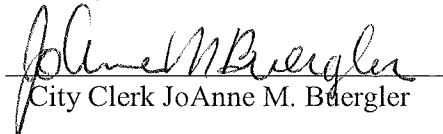
**DULY AND REGULARLY ADOPTED** this 22<sup>nd</sup> day of September, 2015.

**CITY OF ROHNERT PARK**



Mayor Amy O. Ahanotu

**ATTEST:**

  
City Clerk JoAnne M. Buegler

Attachment: Exhibit A

CALLINAN: Aye MACKENZIE: Aye STAFFORD: Absent BELFORTE: Aye AHANOTU: Aye  
AYES: ( 4 ) NOES: ( 0 ) ABSENT: ( 1 ) ABSTAIN: ( 0 )

**GRANT AGREEMENT - Page 1****PT1608**

OTS-38 (Rev. 4/15)

<b>1. GRANT TITLE</b> <b>SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)</b>	
<b>2. NAME OF AGENCY</b> <b>CITY OF ROHNERT PARK</b>	<b>4. GRANT PERIOD</b> From: 10/1/15 To: 9/30/16
<b>3. AGENCY UNIT TO ADMINISTER GRANT</b> <b>DEPARTMENT OF PUBLIC SAFETY</b>	
<b>5. GRANT DESCRIPTION</b> To reduce the number of persons killed and injured in traffic crashes involving alcohol and other primary collision factors, "best practice" strategies will be conducted. The funded strategies may include: DUI checkpoints, DUI saturation patrols, warrant service operations, stakeout operations, a "HOT Sheet" program, educational presentations, and court stings. The program may also concentrate on speed, distracted driving, seat belt enforcement, operations at intersections with disproportionate numbers of traffic crashes, and special enforcement operations encouraging motorcycle safety. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
<b>6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED:</b> <span style="float: right;"><b>\$ 125,000.00</b></span>	
<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> <p>*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>.</p> <p>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.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
<b>8. APPROVAL SIGNATURES</b>	
<b>A. GRANT DIRECTOR</b> NAME: <b>Aaron Johnson</b> PHONE: <b>707-584-2600</b> TITLE: <b>Sergeant</b> FAX: <b>707-584-2682</b> ADDRESS: <b>500 City Center Drive</b> <b>Rohnert Park, CA 94928</b> E-MAIL: <b>ajohnson@rpcity.org</b>  <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> <span>(Signature)</span> <span>(Date)</span> </div>	<b>B. AUTHORIZING OFFICIAL OF AGENCY</b> NAME: <b>Brian Masterson</b> PHONE: <b>707-584-2650</b> TITLE: <b>Director</b> FAX: <b>707-584-2682</b> ADDRESS: <b>500 City Center Drive</b> <b>Rohnert Park, CA 94928</b> E-MAIL: <b>bmasterson@rpcity.org</b>  <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> <span>(Signature)</span> <span>(Date)</span> </div>
<b>C. FISCAL OR ACCOUNTING OFFICIAL</b> NAME: <b>Terri Mazzanti</b> PHONE: <b>707-584-2648</b> TITLE: <b>Tech Services Manager</b> FAX: <b>707-584-2656</b> ADDRESS: <b>500 City Center Drive</b> <b>Rohnert Park, CA 94928</b> E-MAIL: <b>tmazzanti@rpcity.org</b>  <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> <span>(Signature)</span> <span>(Date)</span> </div>	<b>D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS</b> NAME: <b>Finance Department</b> ADDRESS: <b>130 Avram Ave</b> <b>Rohnert Park, CA 94928</b>
<b>9. DUNS NUMBER</b> DUNS #: <b>93-091-2980</b> REGISTERED ADDRESS & ZIP: <b>500 City Center Drive</b> <b>Rohnert Park, CA 94928</b>	

**GRANTS MADE EASY - STEP**  
**SCHEDULE A**  
**GRANT DESCRIPTION**  
**GRANT NO. PT1608**

PAGE 1

**1. PROBLEM STATEMENT**

The City of Rohnert Park is a residential community located in the southern central portion of Sonoma County. Hwy 101 splits the city into two sections primarily comprised of commercial to the west and residential to the east. Based on the location Rohnert Park sits in Sonoma County, tourist frequently drive through the community after spending a day or weekend in the wine country - this alone increases our DUI potential.

Currently the daytime population is 43,000 people; however, the city is home to Sonoma State University which brings an additional 11,000 students each year to the community. In addition to the college, Rohnert Park opened The Green Music Center which hosts world renowned musicians as well as performers. The seating capacity of the center is 2,000 people. All of these patrons have the ability to dine in an upscale restaurant which is located on site of the concert hall. The Graton Rancheria also opened the largest Indian Resort and Casino in California in Rohnert Park on November 5, 2013. The resort is open 24 hours a day, 365 days a year. The traffic statistics related to the casino impacts show an increase in collisions as well as impaired drivers. Three of the four access points to the casino traverse through the City of Rohnert Park. Three housing developments have been approved and are in the building phase within the city. The east side of town will have 1,500 homes built next to major arterial roadways adjacent to one of two high schools. This will cause an increase in traffic for the eastern portion of the community which is already congested due to the university traffic. A large 350 unit apartment complex will be completed less than 500 yards from the already existing casino. The roadway leading to this complex shares the same roadway as the casino. This increased traffic alone is anticipated to bring congestion and an increase in collisions in the area. The Sportsman Warehouse is planning on building a 43,000 square foot super store on the property adjacent to the casino. The access for this location would use the same off ramps from the highway as well as frontage roads. This is yet another increase in vehicles as well as collision potential.

Currently, injury traffic collisions in Rohnert Park are on the rise. From 2011 to 2012 collisions went up 62% in a one year period. In ten of the OTS collision categories, the City of Rohnert Park is at or below average in six categories. The department investigated one fatal collision in 2014. Although the department is working diligently to decrease injury collisions as well as arrest impaired drivers, the traffic volume is increasing and putting a strain on the pro-activity of the public safety force. In forecasting the rankings based on 2012, it is anticipated that the number of collisions will rise based on the addition of the new businesses as mentioned.

In 2008 the Department of Public Safety had 80 sworn officers to assist in combating the traffic issues in our community. Currently there are only 55 sworn officers in a community where there is twice the development. Because part one crimes are a priority, the traffic division had to become an ancillary assignment until 2011. Since 2011 the department has increased targeted patrols as well as DUI checkpoint and saturation details with the assistance of OTS funding. The DUI enforcement effectiveness is apparent by the rankings comparison from 2011 to 2012. The agency has relied on the funding opportunities to do targeted enforcement solely because the time was not available for the officers on a regular shift. Overtime opportunities ensured directed enforcement. In late 2014, the agency was faced with a reduction in staff due to injuries and unforeseen retirements. This forced the rotation of one detective out of investigations as well as switching traffic officers to a swing shift schedule. The schedule change allows officers to focus on impaired driving, but requires extra patrol for vehicle code and primary collision factor enforcement.

**GRANTS MADE EASY - STEP**  
**SCHEDULE A**  
**GRANT DESCRIPTION**  
**GRANT NO. PT1608**

PAGE 2

**A. Traffic Data Summary:**

Collision Type	2012				2013				2014			
	Collisions		Victims		Collisions		Victims		Collisions		Victims	
Fatal	0		0		3		3		1		1	
Injury	104		143		104		135		104		155	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol - Involved	0	3	0	4	1	5	1	6	1	24	1	28
Hit & Run	0	6	0	7	1	2	1	2	1	10	1	13
Nighttime (2100-0259 hours)	0	9	0	14	0	10	0	11	0	11	0	13
Top 3 Primary Collision Factors									Fatal	Injury	Killed	Injured
#1 -	Unsafe Speed								0	25	0	36
#2 -	Right of Way								0	17	0	32
#3 -	Driving Under the Influence								1	12	1	15

**2. 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.

**GRANTS MADE EASY - STEP**  
**SCHEDULE A**  
**GRANT DESCRIPTION**  
**GRANT NO. PT1608**

---

PAGE 3

- 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 4 law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hour) POST-certified training.
- 3) To send 2 law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
- 4) To send 1 law enforcement personnel to the IACP Drug Recognition Expert (DRE) training.
- 5) To send 1 law enforcement personnel to the IACP Drug Recognition Expert (DRE) Recertification training.
- 6) To conduct 4 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 20 DUI Saturation Patrol operation(s).

**GRANTS MADE EASY - STEP**  
**SCHEDULE A**  
**GRANT DESCRIPTION**  
**GRANT NO. PT1608**

---

PAGE 4

- 8) To conduct 1 Warrant Service operation(s) targeting multiple DUI offenders who fail to appear in court.
- 9) To conduct 4 highly publicized Motorcycle Safety DUI Saturation Patrol operation(s) in areas or during events with motorcycle incidents or collisions resulting from DUI drivers/motorcyclists.
- 10) To conduct 20 Traffic Enforcement operation(s), including but not limited to, primary collision factor violations.
- 11) To conduct 12 Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
- 12) To conduct 4 Night-time (2100 - 0259 hours) Click It or Ticket enforcement operation(s).
- 13) To conduct 2 Traffic Safety educational presentations with an effort to reach 150 community members. *Note: Presentations may include topics such as distracted driving, DUI, speed, bicycle & pedestrian safety, seatbelts and child passenger safety.*
- 14) To conduct 12 highly publicized enforcement operation(s) in areas of or during events with a high number of bicycle and/or pedestrian collisions resulting from violations made by bicyclists, pedestrians, and drivers.
- 15) To participate in and collect and report DUI enforcement data for the NHTSA Winter and Summer Mobilizations.
- 16) To participate in and collect and report data for the National Distracted Driving Awareness Month in April.
- 17) To participate in and collect and report data for the NHTSA Click It or Ticket mobilization period in May.
- 18) To participate in the National Bicycle Safety Month in May.
- 19) To collaborate with the county's Avoid Lead Agency by: participating in all planning/scheduling meetings and MADD/Avoid DUI Seminars; providing your agency's schedule of operations that occur during any Avoid campaign; and reporting your agency's DUI arrests & DUI fatality information during any Avoid campaign.

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

**GRANTS MADE EASY - STEP**  
**SCHEDULE A**  
**GRANT DESCRIPTION**  
**GRANT NO. PT1608**

PAGE 5

***NOTE:** To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release 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.*

**3. METHOD OF PROCEDURE**

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

- The 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 your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

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

- The 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 your OTS Coordinator.

**GRANTS MADE EASY - STEP  
SCHEDULE A  
GRANT DESCRIPTION  
GRANT NO. PT1608**

---

PAGE 6

- 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.
- 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.

**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.



**GRANTS MADE EASY - STEP  
SCHEDULE A  
GRANT DESCRIPTION  
GRANT NO. PT1608**

---

PAGE 7

- 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 Rohnert Park. Every effort will be made to continue the activities after the grant conclusion.

SCHEDULE B-1  
GRANT NO. PT1608

STEP 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 \$48.93/hour to \$82.50/hour.

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

**Overtime Benefit Rates**

Medicare	1.45%
<b>TOTAL BENEFIT RATE</b>	<b>1.45%</b>

**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 Lifesavers. *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.*

**CONTRACTUAL SERVICES**

None.

**EQUIPMENT**

**1 Traffic Collision Reconstruction System(s)** - system to diagram and record a traffic collision scene and perform calculations. Costs may include laptop, software, electronic transit, electronic distance measuring device and accessories.

**OTHER DIRECT COSTS**

**100 Bicycle Helmet(s)** - helmets to be distributed during bicycle rodeos and other bicycle safety related events.

**2 Vehicle Speed Feedback Sign(s)** - solar, battery powered or hardwired pole-mounted sign to display the speed of vehicles. Costs may include modifications and accessories. This item will only be used on roadways off the Federal Aid System and its installation is at the expense of the grantee.

**SCHEDULE B-1**  
**GRANT NO. PT1608**

**STEP BUDGET NARRATIVE**

Page 2

**INDIRECT COSTS**

None.

**PROGRAM INCOME**

There will be no program income generated from this grant.

SCHEDULE B  
DETAILED BUDGET ESTIMATE  
GRANT NO. PT1608

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION			TOTAL AMOUNT
164 AL	20.608	MINIMUM PENALTIES FOR REPEAT OFFENDERS FOR DRIVING WHILE INTOXICATED			\$33,580
402 PT	20.600	STATE AND COMMUNITY HIGHWAY SAFETY			\$91,420

COST CATEGORY	FISCAL YEAR ESTIMATES 10/1/15 thru 9/30/16			TOTAL COST TO GRANT
	CFDA	FY-1		
<b>A. PERSONNEL COSTS</b>				
Positions and Salaries				
<u>Overtime</u>				
DUI/DL Checkpoints	20.608	\$ 18,000.00		\$ 18,000.00
DUI Saturation Patrols	20.608	\$ 10,500.00		\$ 10,500.00
Warrant Service Operations	20.608	\$ 2,500.00		\$ 2,500.00
Motorcycle Safety DUI Saturation Patrols	20.608	\$ 2,100.00		\$ 2,100.00
Benefits @ 0.0145	20.608	\$ 480.00		\$ 480.00
Traffic Enforcement Operations	20.600	\$ 10,500.00		\$ 10,500.00
Distracted Driving Operations	20.600	\$ 6,300.00		\$ 6,300.00
Night-time CIOT Enforcement Operations	20.600	\$ 2,700.00		\$ 2,700.00
Traffic Safety Educational Presentations	20.600	\$ 1,050.00		\$ 1,050.00
Bike/Ped Enforcement Operations	20.600	\$ 6,300.00		\$ 6,300.00
Benefits @ 0.0145	20.600	\$ 390.00		\$ 390.00
Category Sub-Total		\$ 60,820.00		\$ 60,820.00
<b>B. TRAVEL EXPENSE</b>				
In-State	20.600	\$ 6,180.00		\$ 6,180.00
Category Sub-Total		\$ 6,180.00		\$ 6,180.00
<b>C. CONTRACTUAL SERVICES</b>				
None				
Category Sub-Total		\$ -		\$ -
<b>D. EQUIPMENT</b>				
Traffic Collision Reconstruction System	20.600	\$ 50,000.00		\$ 50,000.00
Category Sub-Total		\$ 50,000.00		\$ 50,000.00
<b>E. OTHER DIRECT COSTS</b>				
Bicycle Helmets	20.600	\$ 1,000.00		\$ 1,000.00
Vehicle Speed Feedback Sign(s)	20.600	\$ 7,000.00		\$ 7,000.00
Category Sub-Total		\$ 8,000.00		\$ 8,000.00
<b>F. INDIRECT COSTS</b>				
None				
Category Sub-Total		\$ -		\$ -
<b>GRANT TOTAL</b>		<b>\$ 125,000.00</b>		<b>\$ 125,000.00</b>

SCHEDULE B  
DETAILED BUDGET ESTIMATE  
GRANT NO. PT1608

---

**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**

Page 3

**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.
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



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

Page 4

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.

**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

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

Page 5

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.
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.

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

Page 6

**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.

(Attachment 3)

## Budget Detail

Program Budget Justification - Selective Traffic Enforcement Program PT-1608

Item	Account/Vendor	Description	Cost		FY15/16 Proposed Budget		FY15/16 Adopted Budget	
			Hour	Amount				
1	001-P211-400-4402	Overtime Salaries				\$60,820		-
		DUI/DL Checkpoints	350	18,000				
		DUI Saturation Patrol	130	10,500				
		Warrant Service Operations	50	2,500				
		Motorcycle Safety DUI Saturation Patrol	45	2,100				
		Benefits @ 0.0145		480				
		Traffic Enforcement Operations	175	10,500				
		Distracted Driving Operations	130	6,300				
		Night-time CIOT Enforcement Operations	65	2,700				
		Traffic Safety Educational Presentations		1,050				
		Bike/Ped Enforcement Operations	140	6,300				
		Benefits @ .0145		390				
2	001-P211-400-4800	Training				\$6,180		-
		Life Savers - Long Beach		3,180				
		DRE Training		3,000				
3	001-P211-400-5140	Special Departmental				\$1,000		-
		Bicycle Helmets		1,000				
4	001-P211-400-5330	Equipment				\$57,000.00		-
		Vehicle Speed Feedback Signs (2)		7,000				

**Budget Detail**

Program Budget Justification - Selective Traffic Enforcement Program PT-1608

Item	Account/Vendor	Description	Cost	FY15/16 Proposed Budget	FY15/16 Adopted Budget
		Traffic Collision Reconstruction system, training, software	50,000		
		TOTAL		\$125,000	