

LOS ANGELES POLICE COMMISSION

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EXECUTIVE OFFICE
POLICE ADMINISTRATION BUILDING
100 WEST FIRST STREET, SUITE 134
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE
(213) 236-1410 FAX
(213) 236-1440 TDD

September 22, 2021

BPC #21-170

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

The Honorable City Council
City of Los Angeles, Room 395
c/o City Clerk's Office

Dear Honorable Members:

RE: TRANSMITTAL OF GRANT APPLICATION AND AWARD FOR 2021-2022 SELECTIVE
TRAFFIC ENFORCEMENT PROGRAM GRANT.

At the special meeting of the Board of Police Commissioners held Tuesday, September 21, 2021 the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

21-170
RECEIVED

SEP 15 2021

POLICE COMMISSION

August 26, 2021
14.1

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD FOR THE
2021-22 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)
GRANT

REVIEWED BY: 

RICHARD M. TEFANK DATE
EXECUTIVE DIRECTOR

9/15/21

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, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst, and to the City Clerk for Committee and City Council consideration.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police, or his designee, to retroactively apply for and accept the award for the Fiscal Year (FY) 2021-22 Selective Traffic Enforcement Program (STEP) grant from the California Office of Traffic Safety in the amount of \$5,076,000 for the period of October 1, 2021 through September 30, 2022.
 - B. AUTHORIZE the Chief of Police, or his designee, to execute the 2021-22 STEP Grant Agreement on behalf of the City and submit the necessary agreements and documents relative to the grant award, subject to the approval of the City Attorney as to form;
 - C. AUTHORIZE the Chief of Police, or his designee, to execute a Professional Services Agreement with one selected vendor for a term of twelve months within the applicable grant performance period, for a sum not to exceed \$50,000, 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 spend up to the grant amount of \$5,076,000 in accordance with the grant award agreement;
 - E. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts in the Police Department Grant Trust Fund No. 339, Department No. 70;

- F. AUTHORIZE the LAPD to prepare Controller instructions for any technical adjustments as necessary to implement Mayor and Council intentions, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions;
- G. AUTHORIZE the Controller to establish a grant receivable and appropriate \$5,076,000 to appropriation account, account number to be determined, Fund No. 339, Department No. 70, for the disbursement of the FY 2021-22 STEP grant funds;
- H. AUTHORIZE the Controller to increase appropriations on an as-needed basis from the FY 2021-22 STEP grant, account number to be determined, Fund No. 339, Department No. 70, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001092	Overtime Sworn	\$ 4,000,000
Account No. 001090	Overtime Civilian	\$ 200,000

- I. AUTHORIZE the City Clerk to place the following action relative to the FY 2021-22 STEP grant on the City Council agenda on July 1, 2022 or the first meeting day thereafter:

AUTHORIZE the Controller to transfer from Fund No. 339, Department No. 70, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001092	Overtime Sworn	\$ 555,800
Account No. 001090	Overtime Civilian	\$ 42,000

DISCUSSION

The Los Angeles Police Department (LAPD) is seeking retroactive approval to apply for and accept a \$5,076,000 grant award for the 2021-22 Selective Traffic Enforcement Program (STEP) and to execute a grant award agreement between the City of Los Angeles and the State of California, Office of Traffic Safety for the period of October 1, 2021 through September 30, 2022. Grant funds will provide support for implementation of the STEP to address traffic safety issues. There are no matching funds required.

In the 2020 calendar year, 233 deaths and 17,284 injuries occurred due to traffic-related collisions in the City. Despite the reduction in vehicular traffic in the City due to the COVID-19 restrictions last year, the City experienced increases in the following categories of traffic collisions: speed-related fatal, speed-related injury, alcohol-related fatal, motorcyclist fatal, nighttime fatal, and nighttime injury collisions. In addition, less travelled roadways at night resulted in significant increases in illegal street racing, street takeovers, and sideshow events.

Funding from the 2021-22 STEP grant will help address these issues by utilizing enforcement and innovative strategies to reduce the number of fatalities and injuries in traffic collisions, including Driving Under the Influence (DUI), distracted driving, motorcycle safety, and primary collision factor (speed, bicycle, pedestrian, and right-of-way violations) enforcement.

The FY 2021-22 STEP grant will be managed and coordinated through the Traffic Group, Transit Services Bureau. Funds will primarily be utilized to deploy Police Officers on an overtime basis in efforts to reduce the number of fatalities and personal injuries due to traffic collisions. Overtime funding will be utilized to support 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.

Under the grant agreement, the State of California, Office of Traffic Safety will reimburse the City for expenses incurred as follows:

Expense Category	Amount
Sworn Overtime	\$ 4,555,800
Civilian Overtime	242,000
In-State Travel	6,000
Out-of-State Travel	8,000
Contractual Services	50,000
Equipment	76,000
Other Direct Costs*	138,200
Total	\$ 5,076,000

*Includes DUI checkpoint supplies, preliminary alcohol screening (PAS) devices, light detection and ranging devices, and laptops.

If you have any questions or concerns, please contact Senior Management Analyst II, Stella Larracas, Grants Section, at (213) 486-0380.

Respectfully,



MICHEL R. MOORE
Chief of Police

BOARD OF
POLICE COMMISSIONERS

Approved By 9/23/21

Secretary *Rebecca Menzies for Maria Silva*

Attachments

INTRADEPARTMENTAL CORRESPONDENCE

August 25, 2021
14.1

TO: Chief of Police

FROM: Commanding Officer, Risk Management Legal Affairs Group


SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD FOR THE 2021-22 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT

Attached for your approval and signature is an intradepartmental correspondence to the Board of Police Commissioners requesting approval to transmit the attached grant application and award for the California Office of Traffic Safety's (OTS) 2021-22 Selective Traffic Enforcement Program (STEP) Grant. The Los Angeles Police Department (LAPD) is requesting authorization to accept the \$5,076,000 award for the grant period of October 1, 2021 through September 30, 2022.

The 2021-22 STEP Grant will enable the LAPD to utilize best practice strategies to reduce the number of persons killed and injured in crashes involving alcohol and other primary collision factors, through driving under the influence (DUI) checkpoints, driver's license checkpoints, DUI saturation patrols, and traffic enforcement operations. The LAPD will also conduct related presentations and courses to reduce pedestrian, bicycle, distracted driver, and motorcycle-related traffic collisions.

Grant funding in the amount of \$4,797,800 will be used for sworn and civilian overtime. The grant will fund \$6,000 to be used for in-state travel, along with \$8,000 for out-of-state travel, for training purposes. It also includes \$50,000 for contractual phlebotomist services at the DUI checkpoints and \$76,000 for equipment such as a message trailer with radar and desktop breath testers. In addition, \$138,200 will be allotted for other direct costs, such as DUI checkpoint supplies, preliminary alcohol screening (PAS) devices, light detection and ranging devices, and laptops.

If there are any questions, please contact Senior Management Analyst Stella Larracas, Grants Section, at (213) 486-0380.



STEVEN LURIE, Commander
Commanding Officer
Risk Management Legal Affairs Group

Attachments

1. GRANT TITLE Selective Traffic Enforcement Program (STEP)	
2. NAME OF AGENCY Los Angeles	3. Grant Period From: 10/01/2021 To: 09/30/2022
4. AGENCY UNIT TO ADMINISTER GRANT Los Angeles Police Department	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving alcohol and other primary crash factors. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary crash factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian crashes, and educational programs. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$5,076,000.00	
7. TERMS AND CONDITIONS: 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"> • Schedule A – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A – Certifications and Assurances • Exhibit B* – OTS Grant Program Manual • Exhibit C – Grant Electronic Management System (GEMS) Access <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto.</p> <p>These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</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>	
8. Approval Signatures	
A. GRANT DIRECTOR NAME: Al Pasos TITLE: Commander EMAIL: 25501@lapd.online PHONE: (213) 486-0680 ADDRESS: 100 West 1st Street Los Angeles, CA 90012 <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <small>Al Pasos</small> <small>Al Pasos (Aug 25, 2021 11:46 PDT)</small> </div> <div style="text-align: center;"> Aug 24, 2021 </div> </div> <hr style="width: 80%; margin: 0 auto;"/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Signature) (Date) </div>	B. AUTHORIZING OFFICIAL ADDRESS: Michel Moore Chief of Police 23506@lapd.online (213) 486-0150 100 West 1st Street Los Angeles, CA 90012 <hr style="width: 80%; margin: 0 auto;"/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Signature) (Date) </div>
C. FISCAL OFFICIAL ADDRESS: Stella Larracas Sr. Management Analyst II n3371@lapd.online (213) 486-0334 100 West 1st Street, Room 1061 Los Angeles, CA 90012 <hr style="width: 80%; margin: 0 auto;"/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Signature) (Date) </div>	D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY ADDRESS: Barbara Rooney Director barbara.rooney@ots.ca.gov (916) 509-3030 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 <hr style="width: 80%; margin: 0 auto;"/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Signature) (Date) </div>

E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. SAM INFORMATION SAM #: ZRXC MNNSUEJ1 REGISTERED ADDRESS: 100 West First Street, Room 842 Los Angeles, CA CITY: 90012-3202 ZIP+4: Los Angeles 90012-3202
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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
164AL-22.1	20.608	0521-0890-101	2020	6/20	BA/20	\$3,540,000.00
402PT-22	20.600	0521-0890-101	2021	21/21	BA/21	\$1,536,000.00
					AGREEMENT TOTAL	\$5,076,000.00
					AMOUNT ENCUMBERED BY THIS DOCUMENT	
					\$5,076,000.00	
					PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	
					\$ 0.00	
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED		TOTAL AMOUNT ENCUMBERED TO DATE	
					\$5,076,000.00	

I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.

1. PROBLEM STATEMENT

The City of Los Angeles has a population of approximately four million community members and covers 468.7 square miles of land. Within the City, there are approximately 7,500 miles of street, 10,750 miles of sidewalks, and 40,000 intersections.

In 2020, the State of California was severely impacted by the Coronavirus Disease pandemic. To combat the pandemic, various Safer at Home orders were issued by the Governor of California and Mayor of Los Angeles that resulted in the temporary and permanent closure of countless businesses, and numerous employees being ordered to work from home. Consequently, vehicular traffic was drastically reduced in Los Angeles, which has resulted in a reduction in almost every type of traffic crashes. However, traffic crashes increased in the following categories:

- Speed-related fatal crashes increased 30 percent from 40 in 2018 to 52 in 2020;
- Speed-related injury crashes increased 28 percent from 3,971 in 2018 to 5,092 in 2020;
- Alcohol-related fatal crashes increased 14 percent from 14 in 2018 to 16 in 2020;
- Motorcyclist fatal crashes increased 50 percent from 24 in 2018 to 36 in 2020;
- Nighttime fatal crashes increased 26 percent from 80 in 2018 to 101 in 2020; and,
- Nighttime injury crashes increased five percent from 3,450 in 2018 to 3,608 in 2020.

Despite the pandemic and reduced vehicle traffic, the number of community members involved in a fatal crash decreased only slightly. In fact, over 500 people were killed or injured in driving under the influence (DUI) and driving under the influence of drugs (DUID) traffic crashes in the City of Los Angeles. The increase in DUID drivers on the roadways of City of Los Angeles is evident based on the results of DUI checkpoints coordinated by the Department. In 2018, 72 percent of the drivers arrested at DUI checkpoints were for alcohol and 28 percent for drugs or a combination of alcohol and drugs. In 2020, 55 percent of the drivers arrested at DUI checkpoints were for alcohol and 45 percent for drugs or a combination of alcohol and drugs. Therefore, increased DUID education and enforcement is needed to address this emerging trend.

In the City of Los Angeles, the leading primary crash factors (PCF) identified in traffic crashes were speed, right of way and pedestrian violations. In 2020, the top three PCFs accounted for 81 percent (189) of the total number of 233 fatal traffic crashes and 64 percent (11,046) of the total number of 17,284 injury traffic crashes. An increase in traffic enforcement is critically needed to curtail to focus on drivers who violate these leading PCFs.

The ongoing pandemic has revealed the necessity for increased speed enforcement. In April 2020, the General Manager of the Los Angeles Department of Transportation reported that data collected from 75 speed feedback signs positioned throughout Los Angeles revealed an increase in vehicle speeds. At some locations, speeds had increased by 14 percent. It was concluded that the reduction in the total number of vehicles on the roadways contributed to increased speeds. As a result of the increased speeds, speed-related fatal crashes have increased by 30 percent and injury crashes have increased by 28 percent.

In 2020, over 3,600 community members were killed or injured in right of way (ROW) traffic crashes in the City. Whether the ROW involves a vehicle not yielding to another vehicle or failing to yield the ROW to a pedestrian, the resulting traffic crashes can be violent and devastating. An increase in enforcement is needed to curtail the high number of community members killed and injured in ROW crashes.

Pedestrians are the most vulnerable road users in the commuting population. In 2020, pedestrian fatalities accounted for 48 percent (122) of the 233 fatal traffic crashes in Los Angeles. According to a report released by the Governors Highway Safety Association, 76 percent of pedestrian fatalities occur during the hours of darkness and outside of an intersection. Additionally, approximately 50 percent of the fatal crashes involved a driver and/or a pedestrian with a blood alcohol content over .08 percent. In an effort to reduce the number of pedestrian traffic crashes, increased traffic enforcement is needed to complement existing educational programs designed to ensure motorists, bicyclists and pedestrians are adhering to the various sections of the California Vehicle Code enacted to protect all users of the roadway.

Motorcycle involved traffic crash fatalities has increased 50 percent from 24 fatalities in 2018 to 36 fatalities in 2020. The drastic increase in fatalities demands a drastic increase in enforcement efforts. Compared to prior to years, the Department is requesting increased funding for Motorcycle Safety Enforcement Operations. Additionally, the Department will conduct Traffic Safety Presentations in May, which will coincide with the National Highway Traffic Safety Administrations Motorcycle Safety Awareness Month.

The pandemic resulted in curfews, increased unemployment and restless community members who were confined to their homes. These factors resulted in the roadways being less travelled at night and has created an ideal environment for illegal street racing, street takeovers and sideshows from occurring. Last year, the Department observed a significant increase in the quantity and size of the street takeover and sideshow events. The dangers of these events as well as illegal street racing events cannot be understated. An increase in enforcement by the Illegal Street Racing Details is desperately needed to complement existing efforts that focus on citations for reckless driving, exhibition of speed, spectating, modified emissions and impounds.

2. PERFORMANCE MEASURES

A. Goals:

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

B. Objectives:

	Target Number
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 , and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.	1
2. Participate and report data (as required) in the following campaigns, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization, National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	10
3. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	100
4. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	160
5. Send law enforcement personnel to the Drug Recognition Expert (DRE) training.	60
6. Send law enforcement personnel to the DRE Recertification training.	60
7. Send law enforcement personnel to SFST Instructor training.	2
8. Send law enforcement personnel to DRE Instructor training.	2
9. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To	158

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. 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 checkpoints 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 checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	
10. Conduct DUI Saturation Patrol operation(s).	131
11. Conduct Traffic Enforcement operation(s), including but not limited to, primary crash factor violations.	122
12. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	40
13. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or crashes resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary crash factor violations by motorcyclists and other drivers.	12
14. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle crashes resulting from violations made by pedestrians, bicyclists, and drivers.	50
15. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	31
16. Conduct Know Your Limit campaigns with an effort to reach members of the community.	24
17. Conduct highly visible collaborative DUI Enforcement operations	8
18. Conduct highly visible collaborative Traffic Enforcement operations	8
19. Conduct specialized enforcement operations focusing specifically on street racing and sideshow activities.	20
20. Conduct Illegal Street Racing and Modified Vehicle training classes for law enforcement personnel	6
21. Partner with Children's Hospital of Los Angeles (CHLA) to conduct LA Street Smarts pedestrian educational workshops at elementary schools	8
22. Partner with CHLA to conduct Bicycle Rodeo educational workshops at elementary or middle schools.	4
3. METHOD OF PROCEDURE	
A. Phase 1 – Program Preparation (1st Quarter of Grant Year)	
<ul style="list-style-type: none"> • The 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 crash locations. 	
Media Requirements	
<ul style="list-style-type: none"> • Issue a press release approved by the OTS PIO announcing the kick-off of the grant by November 15, but no sooner than October 1. The kick-off release must be approved by the OTS PIO and only distributed after the grant is fully signed and executed. If you are unable to meet the November 15 deadline to issue a kick-off press release, communicate reasons to your OTS coordinator and OTS PIO. 	
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

- The following requirements are for all grant-related activities
- Send all media advisories, alerts, videos, graphics, artwork, posters, radio/PSA/video scripts, storyboards, digital and/or print educational materials for grant-related activities to the OTS PIO at pio@ots.ca.gov for approval and copy your OTS coordinator. Optimum lead time would be 7 days before the scheduled release but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- The OTS PIO is responsible for the approval of the design and content of materials. The agency understands OTS PIO approval is not authorizing approval of budget expenditure or cost. Any cost approvals must come from the Coordinator.
- Pre-approval is not required when using any OTS-supplied template for media advisories, press releases, social media graphics, videos or posts, or any other OTS-supplied educational material. However, copy the OTS PIO at pio@ots.ca.gov and your OTS coordinator when any material is distributed to the media and public, such as a press release, educational material, or link to social media post. The OTS-supplied kick-off press release templates and any kickoff press releases are an exception to this policy and require prior approval before distribution to the media and public.
- If an OTS-supplied template, educational material, social media graphic, post or video is substantially changed, the changes shall be sent to the OTS PIO at pio@ots.ca.gov for approval and copy to your OTS Coordinator. Optimum lead time would be 7 days prior to the scheduled release date, but at least 3 business days prior to the scheduled release date for review and approval is appreciated.
- Press releases, social media posts and alerts on platforms such as NextDoor and Nixle reporting immediate and time-sensitive grant activities (e.g. enforcement operations, day of event highlights or announcements, event invites) are exempt from the OTS PIO approval process. The OTS PIO and your Coordinator should still be notified when the grant-related activity is happening (e.g. car seat checks, bicycle rodeos, community presentations, DUI checkpoints, etc.).
- Enforcement activities such as warrant and probation sweeps, court stings, etc. that are embargoed or could impact operations by publicizing in advance are exempt from the PIO approval process. However, announcements and results of activities should still be copied to the OTS PIO at pio@ots.ca.gov and your Coordinator with embargoed date and time or with "INTERNAL ONLY: DO NOT RELEASE" message in subject line of email.
- Any earned or paid media campaigns for TV, radio, digital or social media that are part of a specific grant objective, using OTS grant funds, or designed and developed using contractual services by a subgrantee, requires prior approval. Please send to the OTS PIO at pio@ots.ca.gov for approval and copy your grant coordinator at least 3 business days prior to the scheduled release date.
- Social media posts highlighting state or national traffic safety campaigns (Distracted Driving Month, Motorcycle Safety Awareness Month, etc.), enforcement operations (DUI checkpoints, etc.), or any other grant-related activity such as Bicycle rodeos, presentations, or events, are highly encouraged but do not require prior approval.
- Submit a draft or rough-cut of all digital, printed, recorded or video material (brochures, posters, scripts, artwork, trailer graphics, digital graphics, social posts connected to an earned or paid media campaign grant objective) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval prior to the production or duplication.
- Use the following standard language in all press, media, and printed materials, space permitting: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Space permitting, include the OTS logo on all grant-funded print materials, graphics and paid or earned social media campaign grant objective; consult your OTS Coordinator for specifics, format-appropriate logos, or if space does not permit the use of the OTS logo.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 21 days in advance, or when first confirmed, a short description of any significant grant-related traffic safety event or program, particularly events that are highly publicized beforehand with anticipated media

coverage so OTS has sufficient notice to arrange for attendance and/or participation in the event. If unable to attend, email the OTS PIO and coordinator brief highlights and/or results, including any media coverage (broadcast, digital, print) of event within 7 days following significant grant-related event or program. Media and program highlights are to be reflected in QPRs.

- Any press releases, work plans, scripts, storyboards, artwork, graphics, videos or any educational or informational materials that received PIO approval in a prior grant year needs to be resubmitted for approval in the current grant year.
- Contact the OTS PIO or your OTS Coordinator for consultation when changes from any of the above requirements might be warranted.

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

1. Prepare and submit invoice claims (due January 30, April 30, July 30, and October 30)

2. Prepare and submit Quarterly Performance Reports (QPR) (due January 30, April 30, July 30, and October 30)

- Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
- Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
- Collect, analyze and report statistical data relating to the grant goals and objectives.

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 administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164AL-22	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$3,540,000.00
402PT-22	20.600	State and Community Highway Safety	\$1,536,000.00

COST CATEGORY	FUND NUMBER	UNIT COST OR RATE	UNITS	TOTAL COST TO GRANT
A. PERSONNEL COSTS				
<u>Straight Time</u>				\$0.00
<u>Overtime</u>				
DUI/DL Checkpoints	164AL-22	\$16,200.00	158	\$2,559,600.00
DUI Saturation Patrols	164AL-22	\$5,800.00	131	\$759,800.00
Know Your Limit	164AL-22	\$2,500.00	24	\$60,000.00
Collaborative DUI Enforcement	164AL-22	\$2,800.00	8	\$22,400.00
Traffic Enforcement	402PT-22	\$5,000.00	122	\$610,000.00
Distracted Driving	402PT-22	\$5,000.00	40	\$200,000.00
Motorcycle Safety	402PT-22	\$5,000.00	12	\$60,000.00
Pedestrian and Bicycle Enforcement	402PT-22	\$5,000.00	50	\$250,000.00
Street Racing and Sideshow Enforcement Operations	402PT-22	\$5,000.00	20	\$100,000.00
Collaborative Traffic Enforcement	402PT-22	\$2,800.00	8	\$22,400.00
Traffic Safety Education	402PT-22	\$1,600.00	31	\$49,600.00
LA Street Smarts Education	402PT-22	\$6,000.00	8	\$48,000.00
Bicycle Education Rodeos	402PT-22	\$4,400.00	4	\$17,600.00
Illegal Street Racing and Modified Vehicle Training Courses	402PT-22	\$3,800.00	6	\$22,800.00
Administrative/Auditing	402PT-22	\$15,600.00	1	\$15,600.00
Category Sub-Total				\$4,797,800.00
B. TRAVEL EXPENSES				
In State Travel	402PT-22	\$6,000.00	1	\$6,000.00
Out-of-State Travel	402PT-22	\$8,000.00	1	\$8,000.00
Category Sub-Total				\$14,000.00
C. CONTRACTUAL SERVICES				
Phlebotomist	164AL-22	\$50,000.00	1	\$50,000.00
Category Sub-Total				\$50,000.00
D. EQUIPMENT				
Changeable Message Sign Trailer with Radar	402PT-22	\$18,000.00	2	\$36,000.00
Desktop Breath Testers	164AL-22	\$10,000.00	4	\$40,000.00
Category Sub-Total				\$76,000.00
E. OTHER DIRECT COSTS				
DUI Checkpoint Supplies	164AL-22	\$12,900.00	1	\$12,900.00
PAS Device/Calibration Supplies	164AL-22	\$910.00	30	\$27,300.00
Laptop Computer	164AL-22	\$2,000.00	4	\$8,000.00
Lidar Device	402PT-22	\$2,250.00	40	\$90,000.00

Category Sub-Total				\$138,200.00
F. INDIRECT COSTS				
				\$0.00
Category Sub-Total				\$0.00
GRANT TOTAL				\$5,076,000.00

BUDGET NARRATIVE
PERSONNEL COSTS
DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Know Your Limit - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.
Collaborative DUI Enforcement - Overtime for grant funded Collaborative DUI Enforcement operations conducted by appropriate department personnel
Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Distracted Driving - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Motorcycle Safety - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Street Racing and Sideshow Enforcement Operations - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
Collaborative Traffic Enforcement - Overtime for grant funded Collaborative Traffic Enforcement operations conducted by appropriate department personnel
Traffic Safety Education - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.
LA Street Smarts Education - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.
Bicycle Education Rodeos - Overtime for grant funded traffic safety presentations or campaigns conducted by appropriate department personnel.
Illegal Street Racing and Modified Vehicle Training Courses - Overtime for instructors to conducted trainings.
Administrative/Auditing - Overtime for grant related administrative duties and to conduct grant-related audits.
TRAVEL EXPENSES
In State Travel - 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. All conferences, seminars or training not specifically identified in the 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 Travel - 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. All conferences, seminars or training not specifically identified in the 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

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

Changeable Message Sign Trailer with Radar - Fully equipped changeable message sign trailer(s) with a radar device and digital display that is portable and fully programmable and will determine and display the speed of vehicles or post traffic safety information and messages during OTS funded operations.

Desktop Breath Testers - Desktop breath testers will be purchased to be used at various stations for use during checkpoints throughout the city. The desktop breath testers are compliant with Title 17 of the California Code of Regulations; therefore, the devices act as the official collector of breath sample evidence for DUI cases.

OTHER DIRECT COSTS

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.

PAS Device/Calibration Supplies - Preliminary alcohol screening device 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.

Laptop Computer - To be used at the four traffic divisions in conjunction with the PAS devices and their proprietary software to collect information regarding the collection of breath tests in the field. The computers will generate reports for District and City Attorneys for DUI prosecutions.

Lidar Device - Light detection and ranging device used to measure the speed of motor vehicles. This device will be used for speed enforcement.

INDIRECT COSTS

-

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

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 here under.

The OTS grant funded activities must be separate from the CHP Cannabis Tax Fund Grant Program activities and maintained under separate accounting/tracking/other codes (example: the same DUI checkpoint may not be funded by both the CHP and the OTS).

CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS
(23 U.S.C. Chapter 4; Sec. 1906, Pub. L. 109-59, As Amended By Sec. 4011, Pub. L. 114-94)

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:

GENERAL REQUIREMENTS

- 23 U.S.C. Chapter 4 – Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 23 CFR part 1300 – Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 – Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities”). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 *et seq.*), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Subgrantee-

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of,

or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;

- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

"During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
- c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
- e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State 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

(applies to subrecipients as well as States)

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, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients 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.

RESTRICTION ON STATE LOBBYING (applies to subrecipients as well as States)

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 (applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

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 primary tier 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 prospective primary tier participant 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 prospective primary tier participant 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 or may pursue suspension or debarment.

4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary tier participant agrees by submitting this proposal 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 prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "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 and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

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 the transaction for cause or default.

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

(1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal 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 records, 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/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered in to. 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 or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal 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, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal 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 proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "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 and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

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 is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

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 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 proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions 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 proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items 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. In order to use Federal

funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at www.trafficsafety.org. The NHTSA website (www.nhtsa.gov) also provides information on statistics, campaigns, and program evaluations and references.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

INSTRUCTIONS FOR ADDING OR UPDATING GEMS USERS

1. Each agency is allowed a total of **FIVE (5) GEMS Users**.
2. GEMS Users listed on this form will be authorized to login to GEMS to complete and submit Quarterly Performance Reports (QPRs) and reimbursement claims.
3. Complete the form if adding, removing or editing a GEMS user(s).
4. The Grant Director must sign this form and return it with the Grant Agreement.

GRANT DETAILS	
Grant Number:	PT22024
Agency Name:	Los Angeles Police Department
Grant Title:	Selective Traffic Enforcement Program (STEP)
Agreement Total:	\$5,076,000.00
Authorizing Official:	Michel Moore
Fiscal Official:	Stella Larracas
Grant Director:	Al Pasos

CURRENT GEMS USER(S)

1. Don Inman

Title: Officer

Phone: 213-486-0703

Email: 30891@lapd.online

Media Contact: Yes

2. Barbra Ann Montesquieu

Title: Sr. Management Analyst I

Phone: (213) 486-0380

Email: n3202@lapd.online

Media Contact: Yes

3. Jenny Seo

Title: Management Assistant

Phone: (213) 486-0284

Email: n6665@lapd.online

Media Contact: Yes

Complete the below information if adding, removing or editing a GEMS user(s)

GEMS User 1		Add as a media contact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input checked="" type="checkbox"/>	Remove Access <input type="checkbox"/>		
Sean Karmody		Sergeant	
Name		Job Title	
32183@lapd.online		(213) 486-0690	
Email address		Phone number	
GEMS User 2		Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 3		Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 4		Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
GEMS User 5		Add as a media contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Add/Change <input type="checkbox"/>	Remove Access <input type="checkbox"/>		
Name		Job Title	
Email address		Phone number	
Form completed by: <u>Donald Inman</u>		Date: Aug 19, 2021	
As a signatory I hereby authorize the listed individual(s) to represent and have GEMS user access.			
<u>Al Pasos</u>		Al Pasos	
Signature		Name	
Aug 24, 2021		Grant Director	
Date		Title	