TOWN OF PARADISE
POLICE DEPARTMENT

5595 Black Olive Drive, Paradise, CA 95969 (530) 872-6241 FAX (530) 872-4950
Gerald W. Carrigan, Chief of Police

August 15, 2008

CERTIFIED MAIL
RETURN RECEIPT REQUESTED
#7002 3150 0003 2075 4180

Butte County Superior Court
Presiding Judge Steven J. Howell
1 Court Street
Oroville, California 95965

FILED Butte County Superior Court AUG 29 2008 Sharol Strickland Clerk By K. Mortensen Deputy FILED

Re: Butte County Grand Jury Response 07/08 (page 58)
Town of Paradise-Police Department

Recommendations: 1) seek DUI grant funding for video/audio recorders
2) Continue police-recruiting program

Dear Honorable Judge Howell:

Attached, please find the requested documentation concerning DUI grant funding for video and audio recorders from the State Office of Traffic Safety. As you can see from the grant, we plan on purchasing the computer software necessary (approx 10,000 dollars) for the remote downloading of our mobile video recorders directly onto our secured department server. At present, this will only address the two mobile units we currently have, but we will request additional funding from one or two local service groups to purchase two additional units at a cost of roughly $5300 each. Additional funding was secured for the Video Recording Shoulder Microphones (20 additional) from the Town Council through the budget process AGENDA item 7 (a) which was approved on August 12, 2008.

The department continues to pursue and recruit for our police-recruiting program which sponsors cadets enrolled in the academy. In fact, we hired one cadet on June 16, 2008, from the 121st Academy and he is expected to complete our FTO program in early November. This police trainee position (cadet) is a temporary non-sworn position, not to exceed 960 hours annually, which would transition into a permanent police officer position upon graduation from the police academy. The position would be paid at 70% of "A" step with minimum benefits (Social Security & State Disability Insurance only) or roughly $ 2231 per month while in the academy. Upon graduation and successfully completing the FTO program, the employee

would qualify for academy tuition and equipment reimbursement from the Town not to exceed $3500 dollars. We addressed the current academy on July 16th and have already received 6-8 applications that will begin our hiring process anticipating two possible vacancies. Since the Town Council's approval of the program on August 22, 2006, we have hired 6 officers.

If I can be of any more assistance, please do not hesitate to call me directly at 872-6253.

Sincerely,

Gerald W. Carrigan
Chief of Police

TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: August 12, 2008

ORIGINATED BY: Gerald W. Carrigan; Police **AGENDA ITEM No. 7 (d)**

REVIEWED BY: Charles L. Rough, Jr.; Town Manager

Legal Review	Yes	No	X	N/A

SUBJECT:

Approve the Purchase of Twenty (20) Audio Video Shoulder Microphones from *EHS, Inc.*, for use by the Police Department and Authorize a Supplemental General Fund Allocation of $14,020.00.

RECOMMENDATION:

1. Authorize the Police Chief to purchase twenty (20) *Audio Video Shoulder Microphones* directly from *EHS, Inc.* **AND;**
2. Authorize a General Fund supplemental budget allocation of $14,020.00 into Fund #4520-5202.100.

ALTERNATIVES:

Adopt an alternative directive to town staff regarding this agenda item.

BACKGROUND:

During the preparation of the FY08/09 Budget, the Police Department proposed researching field video equipment that would serve to increase the likelihood of successful prosecutions; enhance officer safety, performance, and professionalism; protect officers and the Town. Since the council's adoption of the budget, the Police Department has researched and tested various technologies developed to meet these goals. As a result of the research, the *Audio Video Shoulder Microphone by EHS Inc.* was determined to be the most suitable and cost effective product for the Town's Police Department.

DISCUSSION / ANALYSIS:

Department issued recording devices are designed to assist and compliment patrol officers in the performance of his/her duties. The recording devices are used to record certain activities by providing a visual and/or audio record. Video recordings are intended to provide an unbiased visual/audio record of an incident and to supplement the officer's report. Currently, the department issues only audio recorders to officers

The *Audio Video Shoulder Microphone by EHS Inc.* is a device that

attaches to department portable radios and goes everywhere the police officer wearing it goes; recording important information at anytime. A full color digital video recorder, still photo camera, and digital audio recorder are all housed in a fully operational shoulder microphone, similar in appearance to what the department currently issues. The *Audio Video Shoulder Microphone* is battery operated and department tests show that it has an operational period of about six hours of actual recording time. The unit is easily charged while the officer is on vehicle patrol, which under normal circumstances would provide enough of a charge to last a 12 ½ hour shift.

While in- car video recorders (which the department does use on a regular basis) have also shown to increase the likelihood of successful prosecutions, protect officers and the Town, it can't go with the officer up to a door, inside buildings or around the corner. Additionally, in-car video costs about seven times as much as the *Audio Video Shoulder Microphone,* per unit.

The incorporation of the *Audio Video Shoulder Microphones* into patrol operations is compatible with current department functions and existing policy already provides guidelines / requirements for the use and maintenance of video audio recording devices by officers. Once captured, the video is downloaded into the secure department server and cannot be altered. After being downloaded, existing department policy already provides video and audio recordings will, at a minimum, be retained pursuant to the California Public Records Act.

FINANCIAL IMPACT:

The cost of twenty (20) *Audio Video Shoulder Microphones* is $14,020.00 ($700.00 per unit plus shipping) and requires a General Fund supplemental budget allocation into Fund #4520-5202.100.

State of California

OFFICE OF TRAFFIC SAFETY GRANT AGREEMENT

PROJECT NUMBER
AL0904

PAGE 1 (To be completed by applicant Agency)

1. PROJECT TITLE
AVOID THE EIGHT DUI CAMPAIGN – BUTTE COUNTY

2. NAME OF APPLICANT AGENCY
CITY OF PARADISE

3. AGENCY UNIT TO HANDLE PROJECT
PARADISE POLICE DEPARTMENT

4. PROJECT PERIOD
Month – Day - Year
From: **10/01/08**
To: **1/31/12**

5. PROJECT DESCRIPTION

The Paradise Police Department will serve as the host agency for a Regional DUI effort in Butte County to reduce alcohol-involved fatalities and injuries and raise general public awareness regarding the problems associated with drinking and driving. Participating agencies include Police Departments from the cities of Chico, Gridley, Oroville, Paradise, Butte County Sheriff's Department, Butte County Probation Department, California State University Chico Police Department, and the California Highway Patrol. Activities will include DUI checkpoints, DUI saturation patrols, DUI Task Force Operations and Warrant/Court Sting operations for repeat DUI offenders during the Memorial Day, Fourth of July, August-Labor Day Mobilization, Winter Holiday Mobilization, and designated special events with identified DUI problems.

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: **$ 274,881.00**

7. APPROVAL SIGNATURES

A. PROJECT DIRECTOR

NAME: **Allan L. Billington** PHONE: (530) 872-6250
TITLE: Lieutenant FAX: (530) 872-4950
ADDRESS: 5595 Black Olive Dr.
Paradise, CA 95969
E-MAIL: abillington@townofparadise.com

8-12-08
(Signature) (Date)

B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY

NAME: **Gerald W. Carrigan** PHONE: (530) 872-6247
TITLE: Chief of Police FAX: (530) 872-4950
ADDRESS: 5595 Black Olive Dr.
Paradise, CA 95969
E-MAIL: gcarrigan@townofparadise.com

Gerald W. Carrigan 8/12/08
(Signature) (Date)

C. FISCAL OR ACCOUNTING OFFICIAL

NAME: **Shelley Hernandez** PHONE: (530) 872-6981
TITLE: Finance Supervisor FAX: (530) 872-4950
ADDRESS: 5555 Skyway
Paradise, CA 95969
E-MAIL: shernandez@townofparadise.com

Shelley Hernandez 8/12/08
(Signature) (Date)

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS

TITLE: ACCOUNTING DIVISION
ADDRESS: 5555 Skyway
Paradise, CA 95969

SCHEDULE A
(AL0904)

PROBLEM STATEMENT

Though significant progress has been made in reducing the frequency of driving under the influence (DUI) and related injuries and fatalities, alcohol remains the number one Primary Collision Factor (PCF) in fatal crashes. In 2007, Statewide Integrated Traffic Records System (SWITRS) provisional data shows 32,133 people were killed and injured in alcohol-involved crashes reflecting a 1.7 percent decrease from 2006. DUI incidents are typically at their highest during the winter holiday period (Christmas and New Years), Memorial Day, Independence Day and Labor Day weekends. Other high incident periods include Halloween, Super Bowl Sunday, Cinco de Mayo and local festivals/events with identified DUI problems.

The Butte County statistics shown below indicate persons killed and injured in **alcohol-involved collisions** during these campaign periods.

2007	Memorial Day Holiday		Fourth of July Holiday		Summer-Labor Day Mobilization		Winter Holiday Mobilization	
	Injured	Killed	Injured	Killed	Injured	Killed	Injured	Killed
Totals	6	0	5	0	9	2	13	1

2007	Killed	Injured
Incorporated Jurisdictions	2	86
Unincorporated	14	186
Totals Your County	16	272

PROJECT GOALS

The overall goal of the project is to enable Butte County law enforcement agencies to publicize the combined DUI efforts of all law enforcement agencies in Butte County and to raise general public awareness regarding the problems associated with drinking and driving.

1. To reduce the calendar year 2007 base number of persons killed in alcohol-involved collisions each holiday enforcement period:
   a. Winter Holiday Mobilization to lower/maintain from 1 to 0 during mid-December 2008 to January 1, 2009; mid-December 2009 to January 1, 2010; mid-December 2010 to January 1, 2011; and mid-December 2011 to January 1, 2012.
   b. Memorial Day holiday weekend to lower/maintain from 0 to 0 during the period of May, 2009; May 2010; and May 2011.
   c. Fourth of July holiday weekend to lower/maintain from 0 to 0 during the period of July 2009; July 2010; and July 2011.
   d. Labor Day holiday Mobilization to lower/maintain from 2 to 1 during the period of mid-August-September 2009; mid-August-September 2010; and mid-August-September 2011.

2. To reduce the calendar year 2007 base number of persons injured in alcohol-involved collisions each holiday enforcement period:

a. Winter Holiday mobilization to lower from 13 to 12 during mid-December 2008 to January 1, 2009; mid-December 2009 to January 1, 2010; mid-December 2010 to January 1, 2011; and mid-December 2011 to January 1, 2012.
b. Memorial Day holiday weekend to lower from 6 to 5 during the period of May, 2009; May 2010; and May 2011.
c. Fourth of July holiday weekend to lower from 5 to 4 during the period of July 2009; July 2010; and July 2011.
d. Labor Day holiday Mobilization to lower from 9 to 8 during the period of mid-August-September 2009; mid-August-September 2010; and mid-August-September 2011.

3. To reduce the number of persons killed in alcohol-involved collisions 10% from the calendar 2007 base year total of 16 to 14 by September 30, 2011.
4. To reduce the number of persons injured in alcohol-involved collisions 10% from the calendar 2007 base year total of 272 to 245 by September 30, 2011.

PROJECT OBJECTIVES

1. To ensure that all sworn police department personnel conducting DUI enforcement with grant funding have received NHTSA-CERTIFIED Standardized Field Sobriety Testing (SFST) training by September 30, 2009.

2. To conduct a minimum of 13 DUI/DL checkpoints as follows:
   a. 1 during each Winter Holiday Mobilization during mid-December, 2008 to January 1, 2009, mid-December, 2009 to January 1, 2010, mid-December, 2010 to January 1, 2011, and mid-December, 2011 to January 1, 2012.
   b. 1 during each Memorial Day 4 day holiday weekend during May 2009, May 2010, and May 2011.
   c. 1 during each Independence Day holiday weekend during July, 2009, July, 2010, and July, 2011.
   d. 1 during each Summer Mobilization of mid August through the Labor Day weekend of 2009, 2010, and 2011.

Note: For combination DUI/DL checkpoints, departments must issue press releases that mention D/L's will be checked at the DUI/DL checkpoint. Also, according to the Attorney General's Office all DUI/DL checkpoint operations must have signs reading "DUI/Driver's License Checkpoint Ahead."

To maximize effectiveness, it may be necessary to conduct a checkpoint operation at more than one location on any given day/night. Each checkpoint should be highly publicized and visible. No occupant restraint citations will be issued at the checkpoints. **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. To conduct 18 DUI saturation patrols by September 30, 2009, an additional 18 patrols by September 30, 2010, an additional 18 patrols by September 30, 2011 and an additional 4 patrols by January 31, 2012.
   a. 4 during each Winter Holiday Mobilization during December, 2008 to January 1, 2009; December, 2009 to January 1, 2010; December, 2010 to January 1, 2011; and December, 2011 to January 1, 2012.

b. 2 during each Memorial Day 4 day holiday weekend during May 2009; May 2010; and May 2011.
c. 2 during each Independence Day holiday weekend of July, 2009; July, 2010; and July, 2011.
d. 4 during each Summer Mobilization of the August/September Labor Day weekend August/September, 2009; August/September, 2010; and August/September 2011.
e. 6 during Other Special events for example: Super Bowl Sunday, St Patrick's Day, Cinco de Mayo, Halloween or a community event such as the County Fair.

4. To Conduct 1 warrant Service Patrol targeting repeat DUI offenders who fail to appear in court or who violate probation during each Winter Mobilization Period of 2008, 2009, 2010, and 2011, and 1 Warrant Service Patrol during the Summer Mobilization of 2009, 2010 and 2011.

5. To Conduct 1 Court Sting Operation targeting Unlicensed DUI offenders who fail to obey court orders not to drive or who violate probation during each Winter Mobilization Period of 2008, 2009, 2010, and 2011 and 1 Court Sting Operation during the Summer Mobilization of 2009, 2010 and 2011.

6. Following each of the above NHSTA Holiday Mobilization Campaigns, data required for the Schedule C will be captured from all DUI grant activities and the NHTSA Mobilization Data shall be forwarded via fax or email to the OTS Avoid Coordinator for reporting to NHTSA and their National Mobilization campaign reporting.

7. To increase the calendar 2007 base year DUI arrests by 5% each holiday enforcement period:
   a. Memorial Day 4-day holiday weekend from 37 to 39 during May, 2009; 39 to 41 during May, 2010; and 41 to 43 during May, 2011.
   b. Independence Day holiday 4-day weekend from 25 to 26 during the period of July, 2009; 26 to 27 during July, 2010; and 27 to 28 during July, 2011.
   c. Summer Mobilization-Labor Day holiday mobilization from 75 to 79 during the period of Mid-August through Labor Day, 2009; 79 to 83 during Mid-August through Labor Day, 2010; and 83 to 87 during Mid-August through Labor Day, 2011.
   d. Winter Holiday Mobilization from 124 to 130 during Mid-December, 2008 through January 1, 2009; 130 to 136 during Mid-December, 2009 through January 1, 2010; 136 to 143 during Mid-December, 2010 through January 1, 2011; and 143 to 150 during Mid-December, 2011 through January 1, 2012.

8. To conduct an annual DUI Seminar and awards presentation to disseminate DUI information and enforcement strategies to enforcement agencies by December 31 of each grant year.

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.

MEDIA OBJECTIVES

1. To issue a press release announcing the kick-off of the project by December 1, 2008. All Grant related press releases and media advisories, alerts, and materials must be forwarded to your OTS Regional Coordinator and the OTS Public Information Officer at pio@ots.ca.gov for approval 14 days prior to the issuance date of the release.

2. To conduct "**Avoid the Eight**" public information campaigns during the periods of:
   a. May, 2009; May, 2010 and May 2011.
   b. Independence Day holiday period July 2009, July 2010, and July 2011.
   c. August/Labor Day Mobilization Period, 2009; 2010; and 2011.
   d. December, 2008 to January 1, 2009; December, 2009 to January 1, 2010; December 2010, to January 1, 2011; and December 2011 to January 1, 2012.
   e. To collect all countywide DUI arrest / DUI collision data and report daily during each campaign period via www.Californiaavoid.org website.

3. To prepare complete press information for your allied agencies and for broadcast reporters during each campaign period including a main press release, campaign calendar, departmental plans and fact sheet. The material will emphasize the campaign's serious, aggressive enforcement and the high cost of DUI in terms of money, criminal consequences and human misery. The information for each campaign period will be completed by December 1; May 15; June 15 and August 1, of each grant year.

4. To conduct a press conference or media event for each campaign period in cooperation with all other regional Avoid projects for the NHTSA Mobilization by Mid-December, 2008, 2009, 2010, 2011 and opening press conference or media event for each campaign period in cooperation with all other regional Avoid projects for the NHTSA Mobilization by Mid-August, 2009, 2010, 2011. The press releases and media advisories, alerts, and materials must be forwarded to your OTS Regional Coordinator and the OTS Public Information Officer at pio@ots.ca.gov for approval 14 days prior to the issuance date of the release.

5. To conduct an intensive news bureau media effort, including daily reporting of statistics on DUI arrests, injuries and deaths to the list of major local newspaper(s) TV and Radio. The news bureau will report statistics every morning before 11 a.m. during the periods of:
   a. Memorial Day Weekend May, 2009; May, 2010; and May, 2011.
   b. Independence Day Weekend July 2009; July 2010; and July 2011
   c. August Mobilization/Labor Day Weekend, 2009; 2010; and 2011.
   d. Winter Mobilization Mid-December, 2008 to January 1, 2009; Mid-December, 2009 to January 1, 2010; Mid-December 2010 to January 1, 2011; and Mid-December, 2011 to January 1, 2012.
   e. To collect all countywide DUI arrest and collision data and report daily during each campaign period via www.Californiaavoid.org website.

6. To issue at least eight daily Winter Holiday Mobilization news stories via email or fax to daily and weekly newspapers, to radio and television, to wire services and to the Office of Traffic Safety each project year by January 1, 2009, January 1, 2010, January 1, 2011 and January 1, 2012.

7. To issue at least eight daily Summer/Labor Day Holiday Mobilization news stories via email or fax to daily and weekly newspapers, to radio and television, to wire services and to the Office of Traffic Safety each project year by August 1, 2009, August 1, 2010, and August 1, 2011.

8. During each campaign period of each project year, to place at least:
   a. Four newspaper stories, 2 radio and 2 television stories during the Memorial Day Holiday during May 2009; May 2010; and May, 2011.

b. Four newspaper stories, 2 radio and 2 television stories during the Independence Day Holiday during July, 2009; July, 2010; and July, 2011.

9. Where applicable, County Avoid programs will partner in the Regional Avoid media campaigns in the major media markets to maximize the overall goals of the Avoid Grants – Enforcement and Community Awareness. To collect all countywide DUI arrest and DUI collision data and report daily to the media during each campaign period via www.Californiaavoid.org website

10. To 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".***

METHOD OF PROCEDURE

Phase 1 – Program Preparation (October 1, 2008 – November 30, 2008)

Develop a memorandum of Understanding (MOU) with each participating agency that details enforcement activities to be conducted and personnel, number of hours required, and rate of compensation for each position.

To form an "Avoid Committee" comprised of representatives of all agencies participating in the program by February 28 of each project year.

To maintain judicial support of the program by communicating program goals and activities to the Court.

To collaborate with Alcoholic Beverage Control, District Attorney's Offices, and community based organizations to gain program support.

To hold the first meeting and designate a committee chair and a steering sub-committee elected by committee members, by November 30, of each project year (By November 1st during initial preparation – 2008). The steering sub-committee shall be comprised of at least three members representing local, county and state law enforcement. The steering sub-committee will approve all public information concepts and materials, and create all enforcement operational plans.

To gain commitment from law enforcement executives in the county annually on the campaign and to encourage them to emphasize DUI enforcement during all phases with officers on regular patrols and by allocating overtime hours to extra units, participating in forming special teams and in conducting DUI checkpoints, and contributing to all public information elements of the campaign.

To develop an Enforcement Operational Plan for each phase of the campaign by:

- May 1, of each project year.
- June 1, of each project year.
- August 1, of each project year.
- December 1, of each project year.

Note: The steering sub-committee will develop the Operational Plans with final approvals given by the committee.

To assign by December 1st each year, a Public Information Officer (PIO) from one of the involved agencies to perform all program coordination and public information functions in relation to the project (by November 1st during initial preparation – 2008). To develop, purchase, and/or order campaign materials for distribution.

Phase 2 – Program Operations (October 1, 2008 – January 1, 2012)

Schedule and conduct enforcement and public information campaigns for each campaign period according to the Operational Plan.

Phase 3 – Data Gathering & Reporting (Throughout Project Period)

Agencies are required to collect and report quarterly, appropriate data that support each of the goals and objectives progress.

To collect all countywide DUI arrest and DUI collision data and report daily during each campaign period via www.Californiaavoid.org website.

To measure the grant's impact on crime by tracking non-traffic-related arrests that initiate from DUI checkpoints and/or other grant supported activities or operations. Some of the crime statistics to be collected include narcotic arrests, confiscated weapons, stolen vehicles recovered, criminal misdemeanor arrests, criminal felony arrests, and felony warrant arrests.

Statistical data relating to the project 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. The Quarterly Evaluation Data Form, Schedule C, will be completed each quarter and submitted as part of the QPR.

These reports will compare actual project accomplishments with the planned accomplishments. They will include information concerning changes made by the project Director in planning and guiding the project efforts.

Reports shall be completed in accordance with OTS requirements specified in the Grant Program Manual, Chapter 7, and submitted in compliance with the signed Acceptance of Conditions and Certifications (OTS-33) included within this agreement.

METHOD OF EVALUATION

Using the data compiled in Phase 3, the project manager will evaluate: (1) how well the stated project goals and objectives were accomplished, (2) if all the activities outlined in the "Method of Procedure" were performed in accordance with the project agreement; and (3) was the project cost effective?

ADMINISTRATIVE SUPPORT

This program has full support of the City of Paradise. Every effort will be made to continue the activities after the project conclusion.

SCHEDULE B
PAGE 2
DETAILED BUDGET ESTIMATE

PROJECT NO. AL0904

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO PROJECT
	FY-1 10-01-06 09-30-07	FY-2 10-01-07 09-30-08	FY-3 10-01-08 09-30-09	
D. NON-EXPENDABLE PROPERTY				
In-car Video Systems and Software	10,000.00			10,000.00
Category Sub-Total	**$10,000.00**	**$0.00**	**$0.00**	**$10,000.00**
E. OTHER DIRECT COSTS				
DUI Seminar	1,500.00	1,500.00	1,500.00	$4,500.00
Educational Materials	500.00	500.00	500.00	1,500.00
Checkpoint Supplies	2,000.00			2,000.00
PAS Devices/Calibration Units	1,150.00			1,150.00
Computers	1,725.00			1,725.00
Digital Video Flashlights	3,500.00			3,500.00
Category Sub-Total	**$10,375.00**	**$2,000.00**	**$2,000.00**	**$14,375.00**
F. INDIRECT COSTS				
3% or Contractual Services	1,208.00	1,268.00	1,331.00	$3,807.00
Category Sub-Total	**$1,208.00**	**$1,268.00**	**$1,331.00**	**$3,807.00**
PROJECT TOTAL	**$99,935.00**	**$85,438.00**	**$89,508.00**	**$274,881.00**

SCHEDULE B-1

PROJECT NO. AL0904

BUDGET NARRATIVE

PERSONNEL COSTS

The Paradise Police Department will perform duties and functions required for the success of this grant. The primary personnel duties will be for staffing DUI/DL checkpoints, DUI Saturation Patrols, Warrant Sweep Operations and Court Sting Operations, Grant Management and Public Information Officer.

Budgeted grant activities will be conducted by agency personnel on an overtime basis. Grant funded operations may be conducted by personnel such as a Sergeant, Corporal, Officer, Deputy, Community Services Officer, Reserve Officer, Dispatcher, etc., depending on the titles used by the agency. Personnel will be deployed as needed to accomplish the grant goals and objectives.

Public Information Officer (PIO) duties will include conducting media events, preparing and disseminating press releases, arrest and collision data collection for weekend release and other duties related to the media objectives.

Grant Management duties will include planning and coordinating multi-agency operational activities, collection of statistical data for OTS reporting, assist in claims preparations along with oversight of the grant and quarterly reporting.

Costs are estimated based on an overtime hourly rate range of $38.00 p/hr to $75.00 p/hr.

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

Maximum Overtime Benefit Rate

Unemployment Insurance	1.00%
Worker comp	10.62%
Medicare	1.45%
Total Benefit Rate	13.07%

Overtime benefits are usually between 9% - 25% of the hourly overtime rate.

TRAVEL EXPENSE

In-State - Costs are included for appropriate staff to attend conferences and training events supporting the grants goals and objectives and/or traffic safety. Funds may be used to attend OTS approved training. Anticipated travel and events include local mileage for grant activities and meetings, the PTS Seminar and OTS Summit. *All conferences, seminars or training not specifically identified in the Schedule B-1, must be approved by OTS. All travel claimed would 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

Allied Agency Enforcement: Refers to the enforcement staff which will be used in this full service partnership. The following agencies will be contracted to assist in all the project DUI enforcement activities: Chico PD, Gridley PD, Oroville PD, the Butte County Sheriff's Department, Butte County Department of Probation, and the CSU Chico PD. (*CHP is funded through other OTS Grants*). Costs for these positions are estimated at the highest rate for the Town of Paradise. Costs are estimated based on an overtime hourly rate range of $38.00 p/hr to $75.00 p/hr. *It is likely the actual rates for most agencies would be lower. Pay is budgeted to increase approximately 5% per year.*

MOU's will be developed with each participating agency that detail overtime and travel costs to be reimbursed. Allied agency personnel will participate in DL/DUI checkpoints, saturation patrols, task force operations, warrant sweeps and court sting operations. Total allied agency costs will not exceed **$126,904.00**.

EQUIPMENT

In Car Video System- Costs may include a camera, VCR, monitor, controller, microphones, hardware, sales tax, delivery, installation costs, and other modifications and accessories or items necessary to make the system usable for recording traffic stops.

OTHER DIRECT COSTS

DUI Seminars- Seminars will be conducted to disseminate technical information and share best practices among the participating AVOID agencies. Costs may include hall rental, audio/visual equipment rental, awards, meal costs, agenda and program printing. Awards may include items such as pins, hats, plaques and jackets. *A seminar agenda will be developed and submitted to OTS for approval prior to the event.*

Educational Materials- Costs are included to purchase or develop, print and distribute educational materials at public forums that inform the public on traffic safety. Items must include a traffic safety message and if space is available the OTS logo. Items may include brochures, pamphlets, fliers, color books, posters, signs, banners, booklets and conference materials. *Additional items may be purchased if approved by OTS.*

Checkpoint Supplies- On-scene supplies are needed to appropriately conduct sobriety checkpoints. Items includes are cones, checkpoint signage, vests, portable generator, lighting, reflective banners, flares, PAS device supplies, portable heater, fan and canopy. *Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.*

PAS Devices/Calibration Units- Two (2) Preliminary Alcohol Screening Devices will assist officers in enhanced enforcement efforts related to DUI. PAS calibration units are used to ensure accuracy of the device.

Computers- One (1) desktop/laptop computers will be purchased, including software, accessories, and peripheral (monitor and printer) for tracking grant activities and producing required quarterly and final reports.

Digital Video Flashlights – Two (2) Digital Video Flashlights to be used by law enforcement personnel in the performance of grant-approved operations. Specific use would be to film DUI traffic stops (SFST) and at the DUI checkpoints to record the contact at the vehicle.

INDIRECT COSTS

@ 3% of Contractual Services.

PROGRAM INCOME

There will be no Program Income associated with this grant.

Quarterly Evaluation Form - Schedule C

GRANT #AL0904 BUTTE COUNTY AVOID THE EIGHT	2007 FED/FISCAL BASE YEAR											
	WINTER MOBILIZATION PERIOD	MEMORIAL DAY HOLIDAY PERIOD	JULY 4TH HOLIDAY PERIOD	SUMMER MOBILIZATION PERIOD	ANNUAL KILLED & INJURED	WINTER MOBILIZATION PERIOD	MEMORIAL DAY HOLIDAY PERIOD	JULY 4TH HOLIDAY PERIOD	SUMMER MOBILIZATION PERIOD	OUTSIDE HOLIDAY PERIODS	OPERATIONS ANNUAL TOTALS	ANNUAL KILLED & INJURED
GOAL DATA POINTS	ENTER BASE YEAR DATA:											
Alcohol Involved Fatalities - Victims	0	0	0	0	0	0	0	0	0			0
Alcohol Involved Injuries - Victims	0	0	0	0	0	0	0	0	0			0
OBJECTIVE DATA POINTS												
DUI/Driver's License Checkpoints Conducted						0	0	0	0	0	**0**	
Vehicles Through Checkpoints						0	0	0	0	0	**0**	
Drivers Screened at Checkpoints						0	0	0	0	0	**0**	
Field Sobriety Tests Administered at Checkpoints						0	0	0	0	0	**0**	
DUI Arrests at Checkpoints						0	0	0	0	0	**0**	
Drug Arrests at Checkpoints						0	0	0	0	0	**0**	
Criminal (in custody) Arrests at Checkpoints						0	0	0	0	0	**0**	
Suspended Licenses						0	0	0	0	0	**0**	
All Other Arrests/Citations						0	0	0	0	0	**0**	
Vehicle impounds at Checkpoints (30-day impounds only)						0	0	0	0	0	**0**	
Recovered Stolen Vehicles						0	0	0	0	0	**0**	
Court Sting Operations Conducted						0	0	0	0	0	**0**	
Arrests from Court Sting Operations						0	0	0	0	0	**0**	
DUI Roving/Saturation/Task Force Patrols Conducted						0	0	0	0	0	**0**	
Vehicle Stops						0	0	0	0	0	**0**	
Field Sobriety Tests Administered						0	0	0	0	0	**0**	
DUI Arrests from DUI Roving/Saturation/Task Force						0	0	0	0	0	**0**	
Drug Arrests from DUI Roving/Saturation/Task Force						0	0	0	0	0	**0**	
Criminal (in custody) Arrests from DUI Roving/Saturation/Task Force						0	0	0	0	0	**0**	
Suspended Licenses						0	0	0	0	0	**0**	
All Other Arrests/Citations						0	0	0	0	0	**0**	

Quarterly Evaluation Form - Schedule C

GRANT #AL0904 BUTTE COUNTY AVOID THE EIGHT	2007 FED/FISCAL BASE YEAR											
	WINTER MOBILIZATION PERIOD	MEMORIAL DAY HOLIDAY PERIOD	JULY 4TH HOLIDAY PERIOD	SUMMER MOBILIZATION PERIOD	ANNUAL KILLED & INJURED	WINTER MOBILIZATION PERIOD	MEMORIAL DAY HOLIDAY PERIOD	JULY 4TH HOLIDAY PERIOD	SUMMER MOBILIZATION PERIOD	OUTSIDE HOLIDAY PERIODS	OPERATIONS ANNUAL TOTALS	ANNUAL KILLED & INJURED
Vehicles impounded (30-day impounds)						0	0	0	0	0	**0**	
Recovered Stolen Vehicles						0	0	0	0	0	**0**	
Repeat DUI Offender Warrant Service Operations						0	0	0	0	0	**0**	
Warrants Service Attempts						0	0	0	0	0	**0**	
Warrants Served (Citations/Arrests)						0	0	0	0	0	**0**	
Officers Trained in Standardized Field Sobriety Testing						0	0	0	0	0	**0**	
Number of Press Releases						0	0	0	0	0	**0**	
Number of Media Events						0	0	0	0	0	**0**	
Number of Print Stories						0	0	0	0	0	**0**	
Number of Radio Stories						0	0	0	0	0	**0**	
Number of TV Stories						0	0	0	0	0	**0**	
Number of Free PSA's						0	0	0	0	0	**0**	

STATE OF CALIFORNIA • OFFICE OF TRAFFIC SAFETY
ACCEPTANCE OF CONDITIONS AND CERTIFICATIONS
OTS-33 (Rev. 09/07)

APPLICANT AGENCY	OTS GRANT NUMBER
Paradise Police Department	**AL0904**

The following attachments are included herein and constitute a part of this Grant Agreement:

1. OTS-38 – Page 1	5. Schedule C – Quarterly Evaluation Data (when required)
2. Schedule A – Grant Description	6. OTS-33 – Acceptance of Conditions and Certifications
3. Schedule B – Detailed Budget Estimate for Grant Costs	7. General Terms, Conditions, and Certifications (OTS Grant Program Manual (GPM), Exhibit 6A. GPM available on-line at www.ots.ca.gov)
4. Schedule B-1 – Budget Narrative	

TERMS AND CONDITIONS

It is understood and agreed by the Grantee that grant funds received as a result of this Agreement are subject to all applicable federal and state regulations governing grants and to the following applicable controls, terms and consideration expressed in the OTS Grant Program Manual which includes but is not limited to:

REPORTS/ CLAIMS FOR REIMBURSEMENT

1. Quarterly Performance Reports and Reimbursement Claims must be submitted by the Grantee to the Office of Traffic Safety (OTS) by January 30, April 30, July 30, and October 30, during each year of grant operation. The failure to timely submit complete and correct claims within sixty (60) days of their due dates may constitute Grantees irrevocable waiver of any right to thereafter recover from Grantor any part of those waived grant sums which may thereafter be reallocated or reverted by Grantor.

2. OTS will withhold or disallow grant payments, reduce or terminate grant funds, and/or deny future grant funding anytime a Grantee fails to comply with any applicable term or condition of this Grant Agreement or program guidelines (**GPM, Chapter 3.11**). This may include, but is not limited to, the following:

   - Failure to submit acceptable and timely reimbursements claims;
   - Failure to submit acceptable and timely quarterly performance reports;
   - Failure to submit an acceptable and timely Schedule C, Quarterly Evaluation Data (OTS-38g, applies only when a Schedule C has been required);
   - Failure to comply with requirement of the Single Audit Act (**GPM, Chapter 4.11**); and

3. By October 30, "continuing" grants must submit a September 30 claim and a written justification to support carrying forward the remaining grant year unexpended funds. September 30 claims and written justifications, supporting the carrying forward of these prior year unexpended funds submitted after November 30 may not be processed and the prior claim (i.e., June 30) will be considered the year-end claim in order to close out the federal fiscal year ending September 30. In addition, these unexpended funds will be de-obligated and allocated to new grants.

SUB-CONTRACTS

Grantee may enter into subcontract(s) to perform applicable provisions of this Grant Agreement. The Grantee is responsible for ensuring that all activities delegated to subcontractors are in support of this Grant Agreement.

A. Grantee is the responsible party and shall remain liable for the performance of the terms, conditions, assurances, and certifications of this Grant Agreement, without recourse to the State, regarding the settlement and satisfaction of all contractual and administrative issues arising out of subcontract agreement(s) entered into in support of this Grant Agreement, including disputes, claims, or other matters of a contractual nature as well as civil liability arising out of negligence or intentional misconduct of the subcontractor(s).

B. Nothing contained in this Grant Agreement shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Grantee of its responsibilities and obligations hereunder. Grantee agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Grantee. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

4. Consultants and/or sub-contractors shall be selected in accordance with the grantee agency procurement policies and procedures in order to comply with the terms of this agreement and in accordance with OTS GPM Chapter 6 Procurement & Contract Administration and Exhibit 6-A General Terms, Conditions, and Certifications.

   The Grantee, consultant, contractor and/or sub-contractor are subject to all applicable terms and conditions and are bound by the applicable certifications of the Grant Agreement and 49 CFR Part 18, and/or CFR Part 19 whichever is applicable.

   Grantor is not obligated to make any payment under any agreement prior to final execution or outside the terms of the sub-contract period. Contractor/Grantee Agency expenditures incurred prior to final sub-contract execution are taken at the risk of that Contractor/Grantee Agency and will be considered unallowable if that agreement/sub-contract is not executed.

AVAILABILITY OF FUNDS

5. If, during the term of the Grant award, federal funds become reduced or eliminated, OTS may immediately terminate or reduce the Grant award sum for allowable and uncancelable grant costs incurred following receipt of Grantor's written notice to the Grantee.

6. Funds Awarded under Catalog of Federal Domestic Assistance (CFDA) Number 20.600.

REVISIONS

7. Grant Agreement revisions are allowed in accordance with the guidelines detailed in the OTS GPM, Chapter 3.8 and conforming to the revision examples provided in Chapter 3.9. All appropriate documentation required to request a grant revision requiring Grantor's approval (i.e. budget category increases, etc.) must be timely submitted to Grantor.

8. No alteration or variation of the terms of this Agreement shall be valid unless made in writing

and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

9. Those additional applicable terms and conditions identified in the OTS **GPM, Chapter 6, General Terms, Conditions, and Certifications (Exhibit 6-A)**, are incorporated herein by reference and made a part of this Agreement.

TRAFFIC ENFORCEMENT AGENCIES ONLY:

10. Full time Grantee traffic enforcement personnel and any equipment funded under this Grant shall be dedicated solely to Grant supported enforcement tasks unless a criminal offense is committed in the officer's presence and response to an officer in distress is initiated, and a riot requires that all available enforcement personnel be committed in response.

11. By signing this document the Grantee certifies that it is not suspended or debarred from doing business with the Federal Government.

We, the officials named below, hereby swear that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions. Executed on the date and in the county named below and made under penalty of perjury under the laws of the State of California.

GRANT DIRECTOR'S NAME	EXECUTED IN THE COUNTY OF
GRANT DIRECTOR'S SIGNATURE	DATE EXECUTED
➢ TITLE	

AUTHORIZING OFFICIAL'S NAME	EXECUTED IN THE COUNTY OF
AUTHORIZING OFFICIAL'S SIGNATURE	DATE EXECUTED
➢ TITLE	