

OTS-38 (Rev. 4/15)

1. GRANT TITLE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)	
2. NAME OF AGENCY CITY OF FRESNO	4. GRANT PERIOD From: 10/1/15 To: 9/30/16
3. AGENCY UNIT TO ADMINISTER GRANT FRESNO POLICE DEPARTMENT (CITY OF FRESNO)	
5. GRANT DESCRIPTION To reduce the number of persons killed and injured in traffic crashes involving alcohol and other primary collision factors, “best practice” strategies will be conducted. The funded strategies may include: DUI checkpoints, DUI saturation patrols, warrant service operations, stakeout operations, a "HOT Sheet" program, educational presentations, and court stings. The program may also concentrate on speed, distracted driving, seat belt enforcement, operations at intersections with disproportionate numbers of traffic crashes, and special enforcement operations encouraging motorcycle safety. These strategies are designed to earn media attention thus enhancing the overall deterrent effect.	
6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 700,000.00	
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 (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A –Certifications and Assurances • Exhibit B* - OTS Grant Program Manual <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: 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: Mark Van Wyhe PHONE: 559-621-5065 TITLE: Detective FAX: 559-621-5069 ADDRESS: 2323 Mariposa Mall Fresno, CA 93721 E-MAIL: Mark.vanwyhe@fresno.gov <hr style="width: 100%;"/> <div style="display: flex; justify-content: space-between;"> (Signature) (Date) </div>	B. AUTHORIZING OFFICIAL OF AGENCY NAME: Andrew Hall PHONE: 559-621-5051 TITLE: Captain FAX: 559-621-5069 ADDRESS: 2323 Mariposa Mall Fresno, CA 93721 E-MAIL: Andrew.hall@fresno.gov <hr style="width: 100%;"/> <div style="display: flex; justify-content: space-between;"> (Signature) (Date) </div>
C. FISCAL OR ACCOUNTING OFFICIAL NAME: Courtney Espinoza PHONE: 559-621-2305 TITLE: Business Manager FAX: 559-457-1541 ADDRESS: 2326 Fresno Street Fresno, CA 93721 E-MAIL: Courtney.espinoza@fresno.gov <hr style="width: 100%;"/> <div style="display: flex; justify-content: space-between;"> (Signature) (Date) </div>	D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS NAME: Fiscal Affairs Bureau ADDRESS: PO Box 1271 Fresno, CA 93715-1271
9. DUNS NUMBER DUNS #: 071887855 REGISTERED ADDRESS & ZIP: 2600 Fresno Street Fresno, CA 93721-3620	

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643**

1. PROBLEM STATEMENT

Fresno, like the whole state of California suffered an epidemic of pedestrian fatalities in 2014. The City of Fresno had 33 fatal collisions last year, 18 or 55% of those crashes involved pedestrians or bicyclists. We are struggling to find a solution or a new way of attacking this problem, due to the fact that more than half of those killed were impaired. After multiple discussions on how to address this problem, it was determined that intense enforcement and rigorous educational efforts will be deployed. Our educational efforts will focus on the impaired and mentally ill, who cause most of these collisions. With that said we are also going to increase our educational programs in our elementary and high schools with the help of local media. 2014 also brought us a rise in DUI collisions including motorcyclist, which shows we need to continue education efforts through DUI checkpoints as well as serious enforcement utilizing targeted saturation patrols. The Fresno Police Department remains diligent in its DUI enforcement efforts but we are still showing that approximately 60% of those arrested are not appearing in court. We continue to have a strong working relationship with the Fresno County District Attorney's Office which provides us information on those who have outstanding DUI warrants. Our department will continue to seek out these individuals and bring them to justice.

The Department's Traffic Bureau continues to focus our enforcement efforts in areas of high collision rates as a result of our top primary collision factors. We understand that we cannot arrest or cite our way out of these traffic related problems but with intense enforcement combined with innovative education we can strive for a "vision of zero"

A. Traffic Data Summary:

Collision Type	2012				2013				2014			
	Collisions		Victims		Collisions		Victims		Collisions		Victims	
Fatal	28		28		30		30		33		35	
Injury	1215		1652		1173		1587		1151		1605	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol - Involved	10	82	10	115	19	82	19	115	11	148	13	184
Hit & Run	8	160	10	199	9	123	9	141	7	136	8	164
Nighttime (2100-0259 hours)	10	139	10	175	10	118	10	154	12	167	14	222
Top 3 Primary Collision Factors									Fatal	Injury	Killed	Injured
#1 -	Speed								4	245	4	348
#2 -	DUI								6	86	8	118
#3 -	Ped In Road Way								17	72	17	72

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643**

PAGE 2

2. PERFORMANCE MEASURES

A. Goals:

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

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643

PAGE 3

B. Objectives:

- 1) To develop (by December 31) and/or maintain a “HOT Sheet” program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
- 2) To send any newly hired law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hour) POST-certified training.
- 3) To send any newly hired law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
- 4) To send 2 law enforcement personnel to the IACP Drug Recognition Expert (DRE) training.
- 5) To send 2 law enforcement personnel to the IACP Drug Recognition Expert (DRE) Recertification training.
- 6) To conduct 30 DUI/DL Checkpoints. *Note: A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the NHTSA Summer Mobilization.*
- 7) To conduct 28 DUI Saturation Patrol operation(s).
- 8) To conduct 1 Court Sting operation(s) to cite individuals driving from court after having their driver’s license suspended or revoked.
- 9) To conduct 14 Warrant Service operation(s) targeting multiple DUI offenders who fail to appear in court.
- 10) To conduct 14 Stakeout operation(s) that employ police officers to observe the “worst of the worst” repeat DUI offender probationers with suspended or revoked driver licenses.
- 11) To conduct 10 speed enforcement operations.
- 12) To conduct 11 Traffic Enforcement operation(s), including but not limited to, primary collision factor violations.
- 13) To conduct 10 Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
- 14) To conduct 7 highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI,

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643**

PAGE 4

following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers.

- 15) To conduct **1** Night-time (2100 - 0259 hours) Click It or Ticket enforcement operation(s).
- 16) To conduct **10** Traffic Safety educational presentations with an effort to reach **2000** community members. *Note: Presentations may include topics such as distracted driving, DUI, speed, bicycle & pedestrian safety, seatbelts and child passenger safety.*
- 17) To conduct **10** highly publicized enforcement operation(s) in areas of or during events with a high number of bicycle and/or pedestrian collisions resulting from violations made by bicyclists, pedestrians, and drivers.
- 18) To conduct **4** multi-media presentations at high school assemblies, impacting **2000** students.
- 19) To participate in and collect and report DUI enforcement data for the NHTSA Winter and Summer Mobilizations.
- 20) To participate in and collect and report data for the National Distracted Driving Awareness Month in April.
- 21) To participate in and collect and report data for the NHTSA Click It or Ticket mobilization period in May.
- 22) To participate in the National Bicycle Safety Month in May.
- 23) To collaborate with the county's Avoid Lead Agency by: participating in all planning/scheduling meetings and MADD/Avoid DUI Seminars; providing your agency's schedule of operations that occur during any Avoid campaign; and reporting your agency's DUI arrests & DUI fatality information during any Avoid campaign.

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

***NOTE:** To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release for each checkpoint operation. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoint operations should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoint operations that begin prior to 1800 hours.*

3. METHOD OF PROCEDURE

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643

PAGE 5

A. Phase 1 - Program Preparation, Training and Implementation (1st Quarter of Grant Year)

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

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

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

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

Media Requirements

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator.
 - a) If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643**

PAGE 6

- b) Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
- c) Activities such as warrant service operations and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.

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

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

4. METHOD OF EVALUATION

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1643**

PAGE 7

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

5. ADMINISTRATIVE SUPPORT

This program has full support of the city of Fresno. Every effort will be made to continue the activities after the grant conclusion.

Fresno Police Department
SCHEDULE B
DETAILED BUDGET ESTIMATE
GRANT NO. PT1647

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164 AL	20.608	MINIMUM PENALTIES FOR REPEAT OFFENDERS FOR DRIVING WHILE INTOXICATED	\$550,000.00
402 PT	20.600	STATE AND COMMUNITY HIGHWAY SAFETY	\$150,000.00

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO GRANT
	CFDA	FY-1 10/1/15 thru 9/30/16		
A. PERSONNEL COSTS				
Positions and Salaries				
<u>Overtime</u>				
DUI Saturations	20.608	\$ 214,654.00		\$ 214,654.00
DUI Checkpoints	20.608	\$ 234,446.00		\$ 234,446.00
Court Sting Operations	20.608	\$ 5,772.00		\$ 5,772.00
Warrant Service Operations	20.608	\$ 51,998.00		\$ 51,998.00
Stakeout Operations	20.608	\$ 31,203.00		\$ 31,203.00
Benefits 1.45%	20.608	\$ 7,802.00		\$ 7,802.00
Traffic Enforcement Operations	20.600	\$ 42,881.00		\$ 42,881.00
Distracted Driving Operations	20.600	\$ 37,145.00		\$ 37,145.00
Motorcycle Safety Operations	20.600	\$ 30,998.00		\$ 30,998.00
Benefits 1.45%	20.600	\$ 1,609.00		\$ 1,609.00
Category Sub-Total		\$ 658,508.00		\$ 658,508.00
B. TRAVEL EXPENSE				
In-State	20.600	\$ 4,374.00		\$ 4,374.00
Category Sub-Total		\$ 4,374.00		\$ 4,374.00
C. CONTRACTUAL SERVICES				
Multi Media	20.600	\$ 4,000.00		\$ 4,000.00
Category Sub-Total		\$ 4,000.00		\$ 4,000.00
D. EQUIPMENT				
None				
Category Sub-Total		\$ -		\$ -
E. OTHER DIRECT COSTS				
Checkpoint Supplies	20.608	\$ 2,700.00		\$ 2,700.00
Educational Materials	20.608	\$ 1,425.00		\$ 1,425.00
Networking	20.600	\$ 2,500.00		\$ 2,500.00
Printing/Duplication	20.600	\$ 1,493.00		\$ 1,493.00
Lidar Devices	20.600	\$ 12,000.00		\$ 12,000.00
Radars	20.600	\$ 13,000.00		\$ 13,000.00
Category Sub-Total		\$ 33,118.00		\$ 33,118.00
F. INDIRECT COSTS				
None				
Category Sub-Total		\$ -		\$ -
GRANT TOTAL		\$ 700,000.00		\$ 700,000.00

Fresno Police Department
 SCHEDULE B
 DETAILED SUB BUDGET ESTIMATE
 GRANT NO. PT1643

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402 PT	20.600	STATE AND COMMUNITY HIGHWAY SAFETY	\$4,000.00

COST CATEGORY	FISCAL YEAR ESTIMATES			TOTAL COST TO GRANT
	CFDA	FY-1 10/1/15 thru 9/30/16		
A. PERSONNEL COSTS				
None				
B. TRAVEL EXPENSE				
None				
Category Sub-Total		\$ -		\$ -
C. CONTRACTUAL SERVICES				
None				
Category Sub-Total		\$ -		\$ -
D. EQUIPMENT				
None		\$ -		\$ -
Category Sub-Total		\$ -		\$ -
E. OTHER DIRECT COSTS				
Multi Media Presentations	20.600	\$ 4,000.00		\$ 4,000.00
Category Sub-Total		\$ 4,000.00	\$ -	\$ 4,000.00
F. INDIRECT COSTS				
None				
Category Sub-Total		\$ -		\$ -
GRANT TOTAL		\$ 4,000.00		\$ 4,000.00

SCHEDULE B-1
GRANT NO. PT1643

STEP BUDGET NARRATIVE

Page 1

PERSONNEL

Overtime

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

Costs are estimated based on an overtime hourly rate range of \$26.74/hour to \$68.91/hour.

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

Overtime Benefit Rates

Medicare	1.45%
TOTAL BENEFIT RATE	1.45%

TRAVEL EXPENSE

In State

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

Out-Of-State

None.

CONTRACTUAL SERVICES

Multi Media Presentations- To provide **4** high impact traffic safety presentations to convey the message about the consequences of drinking and driving, distracted driving and making the right choices when behind the wheel.

EQUIPMENT

None.

OTHER DIRECT COSTS

SCHEDULE B-1

GRANT NO. PT1643

STEP BUDGET NARRATIVE

Page 2

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

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

Networking- Funds will be utilized to obtain network access (connections, air cards, file storage fees) for DUI enforcement and officers assigned to the project. Included will be the yearly costs for software renewal, tracking, and monitoring devices.

208.00 monthly for (12) Months

Printing/Duplication - costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.

7 Lidar Device(s) – light detection and ranging device used to measure the speed of motor vehicles. This device will be used for speed enforcement.

4 Radar Device(s) - to measure the speed of motor vehicles for speed enforcement.

INDIRECT COSTS

None.

PROGRAM INCOME

There will be no program income generated from this grant.

SCHEDULE B-1

GRANT NO. PT 1643

**ALLIED AGENCIES SUB
BUDGET NARRATIVE**

Page 1

PERSONNEL COSTS

None

TRAVEL EXPENSE

None

CONTRACTUAL SERVICES

None

EQUIPMENT

None

OTHER DIRECT COSTS

4 Multi Media Presentations- Will provide traffic safety presentations/assemblies to local high schools that convey the message of making smart decisions in life regarding drinking and driving, texting and driving, speeding, racing, and other issues.

INDIRECT COSTS

None

PROGRAM INCOME

There will be no program income generated from this grant.