

1. GRANT TITLE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)	
2. NAME OF AGENCY CITY OF CATHEDRAL CITY	4. GRANT PERIOD From: 10/1/16 To: 9/30/17
3. AGENCY UNIT TO ADMINISTER GRANT CATHEDRAL CITY POLICE DEPARTMENT	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in traffic collisions involving impairment and other primary collision factors. The funded strategies may include enforcement operations focusing on impaired driving, distracted driving, nighttime seat belt use, motorcycle safety, and pedestrian and bicycle safety. Operations are conducted in areas with disproportionate numbers of traffic collisions. Other funded strategies may include public awareness, educational programs and training for law enforcement.	
6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 100,000.00	
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.</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: Julio Luna PHONE: 760770315 TITLE: Lieutenant FAX: ADDRESS: Cathedral City Police Dept. 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 E-MAIL: jluna@cathedralcity.gov <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 20px;"> (Signature) (Date) </div>	B. AUTHORIZING OFFICIAL OF AGENCY NAME: George Crum PHONE: 7607700310 TITLE: Chief of Police FAX: 7602021469 ADDRESS: Cathedral City Police Dept. 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 E-MAIL: gcrum@cathedralcity.gov <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 20px;"> (Signature) (Date) </div>
C. FISCAL OR ACCOUNTING OFFICIAL NAME: Tami Scott PHONE: 7607700354 TITLE: Administrative Services Director FAX: ADDRESS: City of Cathedral City 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 E-MAIL: tscott@cathedralcity.gov <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 20px;"> (Signature) (Date) </div>	D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS NAME: Finance Department, City of Cathedral City ADDRESS: 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 9. DUNS NUMBER DUNS #: 61-415-0373 REGISTERED ADDRESS & ZIP: 68700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

EFFECTIVE DATE OF AGREEMENT: <u>10/1/2016</u>		GRANTEE <u>CITY OF CATHEDRAL CITY</u>		GRANT NO. <u>PT1721</u>																													
10. Fin Action No. <u>1</u> Date: <u>7/1/2016</u>		12. TYPE OF AGREEMENT		Initial <input checked="" type="checkbox"/>	Revision <input type="checkbox"/>																												
Revision No. <u> </u> Date: <u> </u>		PAID MEDIA <input type="checkbox"/> PROGRAM INCOME <input type="checkbox"/>		TASK NO. <u>2</u>	F.F.Y. <u>2017</u>																												
11. Action Taken Initial approval of 2017 HSP funds obligated.		13. FUNDING DISPOSITION & STATUS																															
		<table style="width: 100%;"> <tr> <td style="text-align: center;">Fiscal Year</td> <td style="text-align: center;">Amount</td> </tr> <tr> <td style="text-align: center;"><u>2016-17</u></td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td style="text-align: center;"><u>2015-16</u></td> <td></td> </tr> <tr> <td style="text-align: center;"><u>2014-15</u></td> <td></td> </tr> <tr> <td style="text-align: center;"><u>2013-14</u></td> <td></td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td colspan="2">Obligated This Action</td> </tr> <tr> <td></td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td colspan="2">Previously Obligated</td> </tr> <tr> <td></td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2">Total Amount Obligated</td> </tr> <tr> <td></td> <td style="text-align: right;">100,000.00</td> </tr> <tr> <td colspan="2">TOTAL FUNDS PROGRAMMED</td> </tr> <tr> <td></td> <td style="text-align: right;">100,000.00</td> </tr> </table>				Fiscal Year	Amount	<u>2016-17</u>	100,000.00	<u>2015-16</u>		<u>2014-15</u>		<u>2013-14</u>		Total	100,000.00	Obligated This Action			100,000.00	Previously Obligated			0.00	Total Amount Obligated			100,000.00	TOTAL FUNDS PROGRAMMED			100,000.00
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14. FUNDING DETAIL - FISCAL YEAR GRANT PERIOD ENDING: 9/30/2017																																	
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES																											
164AL	20.608	0521-0890-101 (10/15)	2015	10/15	2015	\$ 6,000.00																											
402PT	20.600	0521-0890-101 (10/15)	2015	10/15	2015	\$ 54,000.00																											
164AL	20.608	0521-0890-101 (BA/16)	2016	BA/16	2016	\$ 4,000.00																											
402PT	20.600	0521-0890-101 (BA/16)	2016	BA/16	2016	\$ 36,000.00																											
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TOTAL FEDERAL FUNDS:						\$ 100,000.00																											
15. GRANT APPROVAL & AUTHORIZATION TO EXPEND OBLIGATED FUNDS																																	
A. APPROVAL RECOMMENDED BY				B. AGREEMENT & FUNDING AUTHORIZED BY																													
NAME: JULIE SCHILLING TITLE: Program Coordinator PHONE: (916) 509-3018 E-MAIL: julie.schilling@ots.ca.gov Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 Signature _____				NAME: RHONDA L. CRAFT TITLE: Director Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 Signature _____																													

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721

PAGE 1

1. PROBLEM STATEMENT

The City of Cathedral City is 55 square miles, with a population of over 55,000 people, making it the second largest city in the Coachella Valley. Cathedral City also experiences a seasonal population increase of approximately 15,000 residents from other areas of the United States and Canada. Cathedral City is also home to several undocumented residents and workers from Mexico and Central America. With the passage of AB60 into law, many of these individuals will now be able to acquire driver's licenses, which will add a large number of new drivers to Cathedral City.

In 2012, Cathedral City experienced severe budgetary problems requiring the Police Department to cut approximately 20% of its operating budget. As a result, many positions and specialized assignments were eliminated including the Department's Traffic Unit, which consisted of a Motor Sergeant and two Motor Officers. In the year following the elimination of the Traffic Unit, the fatal collision rate in Cathedral City increased approximately 160% from 3 in 2012 to 8 in 2013 and 5 in 2014. Pedestrian deaths comprised over 62% of total fatal collisions with 5, and pedestrian related injury collisions have more than doubled from 2011. Bicycle related injury collisions have increased 150%, and injury traffic collisions with an alcohol/drug related PCF have gone up approximately 32%.

As Cathedral City grows, so do the needs of the Police Department to address traffic. In March 2015, the Police Department reinstated the Traffic Unit assigning two Motor Officers to address the increasing traffic issues identified above. While we have made progress in the last year (2015) with the help of the STEP grant, Cathedral City continues to have difficulties with motorcycle and pedestrian involved collisions. In 2012, our OTS ranking for motorcycle involved collisions was 76/102, dropping to 46/103 (the lower the number, the worse the problem) in 2013. Our OTS ranking for pedestrian involved collisions in 2012 was 75/102, dropping to 39/103 in 2013. Statistics have shown that with three motor officers there is a direct correlation in a reduction of fatal, injury traffic collisions and associated traffic violations.

The geographical location of the City of Cathedral City places it in between several exclusive resort locations spread across the Coachella Valley. Palm Springs borders Cathedral City to the west and is the location of the Palm Springs International Airport (PSP). For celebrities and dignitaries alike, this is often the starting point for motorcades requiring escorts or some form of dignitary protection. President Obama frequently pays visits to the Sunnylands compound in Rancho Mirage, which brings the Presidential Motorcade directly through Cathedral City from PSP on one of two routes. Many of the streets and access points along this corridor are narrow and always lined with pedestrians and bicyclists attempting to obtain a view of the President. It is difficult for a four-wheeled patrol vehicle to quickly and efficiently navigate these areas, reducing the effectiveness and efficiency of Cathedral City Police Officers in performing their duties, traffic enforcement and traffic safety. A police motorcycle can rapidly accelerate, stop and sharply maneuver reducing response times. The presence of a police motorcycle with its emergency lighting illuminated and a skilled rider has a tremendous impact on traffic enforcement, traffic safety, crowd control and moving people back. The Officer rider sits high and has a relatively unobstructed view of the surrounding area, enhancing their effectiveness. They are able to ride up to and physically control would-be assailants immediately.

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721**

PAGE 2

A. Traffic Data Summary:

Collision Type	2013				2014				2015			
	Collisions		Victims		Collisions		Victims		Collisions		Victims	
Fatal	8		8		5		5		4		4	
Injury	90		117		114		152		94		132	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol - Involved	1	13	1	14	0	10	0	10	3	11	3	13
Hit & Run	1	9	1	11	1	6	1	6	1	7	1	7
Nighttime (2100-0259 hours)	0	14	0	17	1	22	1	34	3	11	3	13
Top 3 Primary Collision Factors									Fatal	Injury	Killed	Injured
#1 -	CVC 22350 Speed								2	32	2	39
#2 -	CVC 22107 Unsafe Turning Movement								0	13	0	21
#3 -	CVC 21801 Left Turn Failure to Yield								0	12	0	19

2. PERFORMANCE MEASURES

A. Goals:

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

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721

PAGE 3

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

B. Objectives:

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

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721

PAGE 4

- 5) Send 2 law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.
- 6) Send 2 law enforcement personnel to the Drug Recognition Expert (DRE) training.
- 7) Conduct 6 DUI Saturation Patrol operation(s).
- 8) Conduct 10 Traffic enforcement operation(s), including but not limited to, primary collision factor violations.
- 9) Conduct 10 Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.
- 10) Conduct 4 highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers. ***Note:** It is recommended the grantee issue an advance press release and conduct social media activity prior to each operation to publicize and raise awareness about motorcycle safety issues.*
- 11) Conduct 4 Night-time (1800 - 0559 hours) Click It or Ticket enforcement operation(s).
- 12) Conduct 4 highly publicized Pedestrian and Bicycle enforcement operation(s) in areas of or during events with a high number of pedestrian and/or bicycle collisions resulting from violations made by pedestrians, bicyclists, and drivers. ***Note:** It is recommended the grantee issue an advance press release and conduct social media activity prior to each operation to publicize and raise awareness about pedestrian and bicycle safety issues.*
- 13) Conduct 1 Traffic Safety educational presentations with an effort to reach 300 community members. ***Note:** Presentations may include topics such as distracted driving, DUI, speed, pedestrian and bicycle safety, seatbelts and child passenger safety.*

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

3. METHOD OF PROCEDURE

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

- The department should develop operational plans to implement the "best practice" strategies outlined in the objectives section.

GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721

PAGE 5

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

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

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

Media Requirements

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

**GRANTS MADE EASY - STEP
SCHEDULE A
GRANT DESCRIPTION
GRANT NO. PT1721**

PAGE 6

- 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

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 Cathedral City. Every effort will be made to continue the activities after the grant conclusion.

SCHEDULE B
DETAILED BUDGET ESTIMATE
GRANT NO. PT1721

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164AL	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$ 10,000.00
402PT	20.600	State and Community Highway Safety	\$ 90,000.00

COST CATEGORY	FISCAL YEAR ESTIMATES 10/1/16 thru 9/30/17			TOTAL COST TO GRANT
A. PERSONNEL COSTS	CFDA	FY-1		
Positions and Salaries				
<u>Overtime</u>				
DUI Saturation Patrols	20.608	\$ 9,000.00		\$ 9,000.00
Benefits @ 10.40%	20.608	\$ 1,000.00		\$ 1,000.00
				\$ -
Traffic Enforcement Operations	20.600	\$ 13,500.00		\$ 13,500.00
Distracted Driving Operations	20.600	\$ 13,500.00		\$ 13,500.00
Motorcycle Safety Operations	20.600	\$ 5,400.00		\$ 5,400.00
Nighttime CIOT Operations	20.600	\$ 5,400.00		\$ 5,400.00
Traffic Safety Education Presentations	20.600	\$ 1,500.00		\$ 1,500.00
Bike / Pedestrian Safety Operations	20.600	\$ 5,400.00		\$ 5,400.00
Benefits @ 10.40%	20.600	\$ 4,700.00		\$ 4,700.00
Category Sub-Total		\$ 59,400.00		\$ 59,400.00
B. TRAVEL EXPENSE				
In-State	20.600	\$ 500.00		\$ 500.00
Out-of-State	20.600	\$ 2,400.00		\$ 2,400.00
Category Sub-Total		\$ 2,900.00		\$ 2,900.00
C. CONTRACTUAL SERVICES				
None		\$ -		\$ -
Category Sub-Total		\$ -		\$ -
D. EQUIPMENT				
Police Motorcycle	20.600	\$ 35,000.00		\$ 35,000.00
Category Sub-Total		\$ 35,000.00		\$ 35,000.00
E. OTHER DIRECT COSTS				
Lidar Device	20.600	\$ 2,700.00		\$ 2,700.00
Category Sub-Total		\$ 2,700.00		\$ 2,700.00
F. INDIRECT COSTS				
None		\$ -		\$ -
Category Sub-Total		\$ -		\$ -
GRANT TOTAL				
		\$ 100,000.00		\$ 100,000.00

SCHEDULE B-1

GRANT NO. PT1721

BUDGET NARRATIVE

Page 1

PERSONNEL COSTS

Overtime

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

Costs are estimated based on an overtime hourly rate range of \$84.00/hour to \$118.00/hour.

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

Overtime Benefit Rates

Workers Compensation	8.50%
Medicare	1.45%
Non-Industrial Disability/NDI	0.45%
TOTAL BENEFIT RATE	10.40%

TRAVEL EXPENSE

In State

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

Out-Of-State

Appropriate staff may attend the annual International Association of Chiefs of Police DRE Conference in support of the grant goals and objectives. *All out-of-state travel not specifically identified in the Schedule B-1 (Budget Narrative) must receive written approval from OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.*

CONTRACTUAL SERVICES

None

SCHEDULE B-1

GRANT NO. PT1721

BUDGET NARRATIVE

Page 2

EQUIPMENT

1 Police Motorcycle - fully equipped motorcycle to be used for grant purposes. Costs may include communication equipment, emergency equipment package, safety bars and modifications and accessories.

OTHER DIRECT COSTS

1 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

None

PROGRAM INCOME

There will be no program income generated from this grant.

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

Page 1

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

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

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

NONDISCRIMINATION

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

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

Page 2

BUY AMERICA ACT

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

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

POLITICAL ACTIVITY (HATCH ACT)

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

CERTIFICATION REGARDING FEDERAL LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 3

RESTRICTION ON STATE LOBBYING

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

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Instructions for Primary Certification

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

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 4

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

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

- (1) The Grantee Agency Official certifies to the best of its knowledge and belief, that its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this grant agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/grant agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the Grantee Agency Official is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this grant agreement.

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

Page 5

Instructions for Lower Tier Certification

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

EXHIBIT A

CERTIFICATIONS AND ASSURANCES

Page 6

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

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

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