

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATIONS**

CC: 4C  
Amend No. \_\_\_\_\_

Date prepared: November 19, 2009

Council Meeting Date: December 15, 2009

**TO:** Carl Swenson, City Manager  
**THROUGH:** Susan K. Thorpe, Deputy City Manager *SKT*  
**FROM:** Larry J. Ratcliff, Chief of Police *[Signature]*  
**SUBJECT:** Authorization to accept two grants from the Governor's Office of Highway Safety in the amount of \$41,610.

**RECOMMENDATION:**

The Mayor and City Council adopt a Resolution authorizing the City of Peoria Police Department to accept two grants from the Governor's Office of Highway Safety for 402-Funding to be utilized in a speed enforcement program in the amount of \$41,610.

In addition, it is recommended that the Mayor and City Council approve a budget amendment of \$41,610 from Proposed Grants Contingency (7990-7990-570000) to the Occupant Protection Enforcement Program Grant account (7515-7765), thus providing expenditure authority for the grant fund accounts listed below:

- Overtime 7515-7765-510200 for \$15,000
- Operational Supplies 7515-7765-530019 for \$26,610

**SUMMARY:**

The Police Department desires to accept 402-Funding through the Governor's Office of Highway Safety in the amount of \$41,610. This funding will be used for identifying and taking enforcement action on aggressive drivers, impaired drivers, occupant protection, speeding, and other highway safety related laws to reduce injuries and fatalities throughout Peoria. The grants are reimbursable quarterly with funding through September 2010.

During the grant period the Peoria Police Department will participate in multi agency task forces. In addition, the Peoria Police Department conduct ongoing public information and education programs to promote traffic safety and driver awareness

**ATTACHMENT:**

Resolution  
2 Original Contracts

**CITY CLERK USE ONLY:**

- Consent Agenda
- Carry Over to Date: \_\_\_\_\_
- Approved
- Unfinished Business (Date heard previous: \_\_\_\_\_)
- New Business
- Public Hearing: No Action Taken

ORD. # \_\_\_\_\_ RES. # 09-145  
LCON# 11309 LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

RESOLUTION 09-145

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PEORIA, ARIZONA, AUTHORIZING THE ACCEPTANCE OF TWO FEDERAL 402-FUNDING GRANTS IN THE AMOUNT OF \$41,610 FROM THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY, FOCUSING ON IDENTIFYING AND TAKING ENFORCEMENT ACTION ON AGGRESSIVE DRIVERS, IMPAIRED DRIVERS, OCCUPANT PROTECTION, SPEEDING, AND OTHER HIGHWAY SAFETY RELATED LAWS TO REDUCE INJURIES AND FATALITIES THROUGHOUT PEORIA.

WHEREAS, the City of Peoria is authorized, pursuant to A.R.S. 9-281; 9-499.01 intergovernmental agreements for the joint provisions of services, and

WHEREAS, the Governor's Office of Highway Safety proposes entering into an agreement with the City of Peoria on a grant focusing on identifying and taking enforcement action on aggressive drivers, impaired drivers, occupant protection, speeding, and other highway safety related laws to reduce injuries and fatalities throughout Peoria.

WHEREAS, the City of Peoria proposes to accept a grant of \$41,610 from the Governor's Office of Highway Safety to purchase equipment and conduct speed and traffic enforcement details.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Peoria that the Peoria Police Department is authorized to accept a grant from the Governor's Office of Highway Safety to purchase equipment and to conduct speed and traffic details in an overtime capacity

That the City Manager and Chief of Police are authorized and directed to execute such documents on behalf of the City, as may be necessary to receive this grant award; and

That the City Manager and Chief Financial Officer are authorized and directed to create appropriate City of Peoria budget accounts to facilitate the acceptance of the grant reimbursement from the Governor's Office of Highway Safety, State of Arizona, and work in conjunction with the Chief of Police to implement the appropriate supplemental law enforcement operations, and submit the financial and operational reports to the Governor's Office of Highway Safety, State of Arizona, as required by the contract.

PASSED AND ADOPTED by the Mayor and Council of the City of Peoria, Arizona on the 15<sup>th</sup> day of December, 2009.

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Bob Barrett, Mayor

ATTEST:

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Mary Jo Waddell, City Clerk

APPROVED AS TO FORM:

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Stephen M. Kemp, City Attorney

HIGHWAY SAFETY CONTRACT

This page, the Project Director's Manual, and the Schedules A, B, and C, attached hereto and incorporated herein by reference, constitute the entire contract between the parties hereto unless deviation is authorized in writing by the Governor's Highway Safety Representative.

PART I.		CFDA
1.	<b>APPLICANT AGENCY</b> Peoria Police Department	<b>GOHS CONTRACT NUMBER</b> 2010-PT-039
	<b>ADDRESS</b> 8343 West Monroe Street, Peoria, AZ 85345	<b>PROGRAM AREA: PT</b> <b>TASK: 45</b>
2.	<b>GOVERNMENTAL UNIT</b> City of Peoria	<b>AGENCY CONTACT</b> Russ Scarborough, Project Administrator
	<b>ADDRESS</b> 8401 West Monroe Street, Peoria, AZ 85345	3. <b>PROJECT TITLE</b> Speed Enforcement
4.	<b>GUIDELINES</b> PT - Police Traffic Services	
5.	<b>BRIEFLY STATE PURPOSE OF PROJECT:</b> Federal 402 funds will support Personnel Services (overtime) in order to conduct a Speed Enforcement program.	
6.	<b>BUDGET</b>	<b>Project Period</b> <b>FY 2010</b>
	<b>COST CATEGORY</b>	
I.	<b>Personnel Services</b>	\$15,000.00
II.	<b>Employee Related Expenses</b>	0.00
III.	<b>Professional and Outside Services</b>	0.00
IV.	<b>Travel In-State</b>	0.00
V.	<b>Travel Out-of-State</b>	0.00
VI.	<b>Materials and Supplies</b>	0.00
VII.	<b>Other Expenses</b>	0.00
VIII.	<b>Capital Outlay</b>	0.00
	<b>TOTAL ESTIMATED COSTS</b>	\$15,000.00
<b>PROJECT PERIOD</b>	<b>FROM: Effective Date (Date of GOHS Director Signature)</b>	<b>TO: 09-30-2010</b>
<b>CURRENT GRANT PERIOD</b>	<b>FROM: 10-01-2009</b>	<b>TO: 09-30-2010</b>
<b>TOTAL FEDERAL FUNDS OBLIGATED THIS FY: \$15,000.00</b>		
A political subdivision or State agency governed by a board or commission must provide a certified resolution or ordinance authorizing entry into this contract.		

**PROBLEM IDENTIFICATION AND RESOLUTION:**

As one of the fastest growing cities in the country, the population within the City of Peoria has grown from 108,364 in 2000 to an estimated 158,227 in 2008. This 46% growth in our population has also resulted in a significant increase in traffic on our roadways. The Police Department currently consists of 190 sworn positions. Peoria's population is still expected to reach 160,000 by the end of 2009. The number of officers Peoria will have is equivalent to 1.22 officers per 1,000 residents. This is far lower than most Valley agencies, which places an additional workload on both the officers and civilians of the police department. The valley average is 1.84 officers per 1,000 residents. This is a good indicator that our population is growing far more quickly than our police department. It means that the City of Peoria Police Department has to do more with less, in a city with increasing roadways and schools.

To accommodate the increase in traffic, the City of Peoria has built an additional 178 linear miles of roadway from 2000 to 2007, which is an increase of 33% of roadway throughout the 177+ square miles that comprises the City of Peoria. The increase of linear miles of roadway that the City of Peoria has built over the past eight years could stretch from Peoria to Flagstaff if it built as one road. There are nearly 550 linear miles of roadway within the City of Peoria. In 2008 the Police Department responded to twelve vehicle fatalities and twenty-nine other accidents that involved very serious injuries. Many of these accidents were found to be speed related. Unfortunately these were record numbers for the City of Peoria. However, so far in 2009 we have seen only one fatal accident and four serious injury accidents (as opposed to the total eighteen by the same time last year). We believe that this significant reduction is in part due to the Speed Enforcement Funding provided by GOHS.

In order to achieve our goal of aggressive enforcement, education and deterrence, the Peoria Police Department is requesting funds to support the proposed program. Unfortunately, due to our current budget constraints and staffing, this program will not be possible without an external funding source. With our rapid growth and previously cited staffing difficulties, this funding is greatly needed. Without this grant, Peoria will continue to enforce traffic laws, but without the ability to be as aggressive and unfortunately will be unable to provide the education and deterrence that is greatly needed.

If awarded this grant, the goal will be to implement diligent enforcement efforts that have been needed over the past few years. Additional officers will be added during peak times of the day and nights throughout the year assigned specifically for speed enforcement. We will initiate the proposed pilot program on West Olive Avenue between N. 91st Ave and N. 67th Ave.

**TRAFFIC DATA SUMMARY**

<b>DESCRIPTION</b>	<b>LAST YEAR (2008)</b>	<b>TWO YEARS AGO (2007)</b>	<b>THREE YEARS AGO (2006)</b>
<b>TOTAL FATALITIES</b>	12	16	16
<b>TOTAL INJURIES</b>	629	651	664
<b>ALCOHOL-RELATED FATALITIES</b>	6	8	4
<b>ALCOHOL-RELATED INJURIES</b>	95	54	82
<b>SPEED-RELATED FATALITIES</b>	2	3	2
<b>SPEED-RELATED INJURIES</b>	134	176	247
<b>PEDESTRIAN FATALITIES</b>	0	3	1
<b>PEDESTRIAN INJURIES</b>	6	3	25
<b>BICYCLE FATALITIES</b>	2	0	1
<b>BICYCLE INJURIES</b>	9	10	20
<b>CHILD RESTRAINT CITATIONS</b>	65	104	0
<b>SEAT BELT CITATIONS</b>	466	390	0
<b>SPEED CITATIONS</b>	5115	3994	0
<b>RED LIGHT RUNNING CITATIONS</b>	15077	298	0
<b>DUI ALCOHOL ARRESTS – 21 AND OVER</b>	524	537	609
<b>DUI-DRUG ARRESTS – 21 AND OVER</b>	0	0	0
<b>DUI ALCOHOL ARRESTS – UNDER 21</b>	71	62	120
<b>DUI-DRUG ARRESTS – UNDER 21</b>	0	0	0
<b>YOUTH ALCOHOL VIOLATIONS UNDER 21 - TITLE 4</b>	0	0	0

**OBJECTIVE:**

Federal 402 funds will support Personnel Services (overtime) in order to conduct a Speed Enforcement program throughout the City of Peoria.

This project and equipment will be targeted at identifying and taking enforcement action on aggressive drivers, impaired drivers, occupant protection, speeding, and other highway safety related laws to reduce injuries and fatalities throughout Peoria by seven percent.

**METHOD OF PROCEDURE:**

The Peoria Police Department will include the following activities as part of the enforcement operations:

1. To maximize effectiveness of the Peoria Police Department-funded overtime and enforcement equipment, the Peoria Police Department will determine enforcement activities by using one or a combination of the following:

- a) Citizen complaints
- b) Traffic crash data
- c) Holidays
- d) Community events

2. Conduct ongoing public information and education programs to promote traffic safety and driver awareness.

The Governor's Office of Highway Safety has public information and education materials. These materials may be available at no cost to highway safety advocacy groups and jurisdictions. Personnel of the Peoria Police Department may distribute these materials at health fairs, community events, and enforcement activities, i.e., sobriety checkpoints and news conferences.

3. Participate in multi agency task forces, specifically the statewide Arizona DUI Task Forces.

The Peoria Police Department will also participate, as necessary, with the Arizona statewide DUI Task Forces. The mission of these Task Forces is to *"Unite Arizona communities to implement a coordinated public information and education campaign along with combined DUI enforcement activities with an emphasis on holidays and specific event days throughout the year."*

**And, in addition, it is the responsibility of the Peoria Police Department to report all holiday task force or individual agency enforcement statistics to GOHS on-line at the GOHS website no later than 1000 hours the morning following each day of the event. The holidays and special events include: Super Bowl Sunday, Valentine's Day, President's Day, St. Patrick's Day,**

**Spring Break, Easter, Cinco de Mayo, Prom Night, Memorial Day, Graduation Day, Independence Day, Labor Day, Columbus Day, Halloween, and the Thanksgiving through New Year's details.**

**PLEASE NOTE: Failure to report statistics on time and correctly may result in reimbursements being denied.**

Errant drivers contribute to the growing problems of hazardous traffic conditions and criminal acts related to traffic. To adequately address these unique issues, a concentrated and dedicated enforcement and a public awareness campaign is mandatory. To successfully modify errant drivers, the law enforcement must develop a new strategy. This strategy must include intensive pro-active enforcement and public awareness campaigns.

The Peoria Police Department will carry out a comprehensive enforcement and public awareness program. This program will specifically target speed, DUI, seat belt, and child restraint violations. The Peoria Police Department agrees that the key to a long-term solution to the problem of errant drivers is education. This program will actively participate in a public information and education campaign using both the electronic and printed media. This activity will include carrying out a comprehensive program of public service and awareness announcements that will detail the objectives of the program. The Peoria Police Department will design these to heighten the awareness of the public to the hazards of excessive speed, aggressive driving, DUI, seat belt, and child restraint violations.

It is the policy of this program that personnel will take an aggressive approach to the enforcement of traffic and criminal statutes relating to these violators. The goal of the officer will be to correct the offender's behavior in a way that will make a lasting impression. Standard enforcement approaches may not result in such permanent change. Therefore, strict "zero tolerance" enforcement will be the methodology during this program.

#### **IMPAIRED DRIVER ENFORCEMENT OVERTIME REQUIREMENTS:**

Overtime funding through this contract is limited to officers and/or deputies that, at a minimum, are certified in Standardized Field Sobriety Testing (SFSTs).

#### **PRESS RELEASE:**

Agencies are required to develop and distribute a press release announcing this grant award (a copy of this press release shall be sent to the GOHS Director at the same time it is sent to the media). This press release shall include the objective and specify that the funding is from the Governor's Office of Highway Safety.

#### **BAC TESTING AND REPORTING REQUIREMENTS:**

Alcohol impairment is a major contributing factor in serious and fatal motor vehicle crashes. Accurate data on alcohol involvement is essential to understanding the full extent of the role of alcohol and to assess progress toward reducing impaired driving.

Arizona is presently below average among the states in the Blood Alcohol (BAC) testing of fatally injured and surviving drivers involved in fatal motor vehicle crashes.

Each law enforcement agency that receives an enforcement-related grant is required to ensure that this data is reported. Failure to comply may result in withholding funds and cancellation of the enforcement contract until this requirement is met.

### **PURSUIT POLICY:**

All law enforcement agencies receiving federal funds are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.

### **SPECIFIC REQUIREMENTS:**

#### **Requirements for Speed Detection Devices:**

The successful vendor must certify that the speed detection devices purchased are on the IACP Consumer Products List and must meet, or exceed, NHTSA/IACP model specifications.

All officers using the speed detection devices purchased under this contract must successfully complete a National Highway Traffic Safety Administration (NHTSA) approved training course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

#### **Requirements for Speed Monitoring Trailer Systems:**

Speed monitoring trailers are portable, self-contained speed display units. This equipment may be used for public information and education and will be used to issue citations and warnings.

The successful vendor must certify that the speed monitoring trailer purchased is on the IACP Consumer Products List and must meet, or exceed, NHTSA/IACP model specifications.

This equipment will be used following the listed procedure:

1. Identify location

One or a combination of the following may do this: crash statistics, citizen complaints, and/or citation data.

2. Monitor location

With the display board, motorists immediately will see what their speed is and will sometimes adjust accordingly. An on-board computer with a printer will provide daily average speed information.

3. Enforcement

Enforcement personnel will saturate the monitoring location and issue citations to violators.

4. Public Information and Education

Provide information to the media describing the program and the results. This will inform drivers in the specifically identified area as well as drivers throughout the community.

5. Monitor location

This will remind motorists of their speed. An on-board computer with a printer will provide daily average speed information.

All officers using the speed monitoring trailer purchased under this contract must be trained by attending a National Highway Traffic Safety Administration (NHTSA) approved course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

**Requirements for In-Car Video Systems:**

All officers using the video systems purchased under this contract must successfully complete one of the Arizona Peace Officer Standards of Training (AZPOST) approved training courses. The two courses available are the 40-hour Train the Trainer Course and the 8-hour Operator Course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

**Requirements for Preliminary Breath Testers (PBTs):**

The successful vendor must certify that the devices purchased are on the NHTSA Conforming Products List and must meet, or exceed, NHTSA model specifications. (**Note:** Both screening and evidential devices may be used for screening, however only evidential devices may be used for evidentiary purposes)

**Note:** It is the policy of GOHS that federal funds will not be used to purchase printers for PBTs.

All officers using the devices purchased under this contract must be certified breath test device operators. The officers must also receive basic training to become familiar with the devices. A minimum of two (2) officers per device will be trained or the Peoria Police Department will provide documentation (copy of the training certificates) showing that the officers have already received the required training. The manufacturer or manufacturer designee must provide this training.

PBTs will be calibrated, at a minimum, every thirty (30) days or one hundred (100) tests. The date of calibration will be noted on the Preliminary Breath Testing Instrument Log (form provided with this contract).

**Requirements for Intoxilyzers (Evidentiary Breath Testers):**

The successful vendor must certify that the devices purchased are on the NHTSA Conforming Products List and must meet, or exceed, NHTSA model specifications. In addition, the devices must be certified and approved by the Arizona Department of Public Safety per Arizona Administrative Code R9-14-403.

All officers using the devices purchased under this contract must be a certified breath test device operator which includes training to become familiar with the devices. A minimum of two (2) officers per device will be trained or the Peoria Police Department will provide documentation (copy of the training certificates) showing that the officers have already received the required training. An Arizona Department of Public Safety approved breath testing device instructor per R9-14-406 must provide this training.

Intoxilyzers will be operated, have calibration checks and standard quality assurance procedures per the appropriate checklists listed in the Arizona Administrative Code.

**Requirements for Professional and Outside Services:**

A copy of all contracts for "Professional and Outside Services" must be submitted to the GOHS Director for written approval before execution.

**Requirements for Public Information and Education Materials:**

Prior to the printing and distribution of public information and education materials, a sample will be provided to the GOHS Director for review and written approval.

**Requirements for Paid Media:**

All paid media must be pre-approved by the GOHS Director to ensure that consistent messages are sent statewide. Requests for paid media must include, *at a minimum*, scripts, description of target audience (to include methodology for identifying target audience), type of media to be utilized (electronic, print), campaign schedule, and budget. Additional information may be requested on a case by case basis.

**METHOD OF PROCUREMENT:**

Procurement procedures shall be in accordance with the Project Director's Manual and Schedule C, Section X. Additionally, the Peoria Police Department, shall follow State Procurement Code.

A clear audit trail must be established to determine costs charged against this contract. Substantiation of costs shall, where possible, be made utilizing Peoria Police Department documentation consisting of, but not limited to, copies of time sheets, purchase orders, copies of invoices, and proof of payment.

The Project Director shall retain copies of all documentation in the project file.

**State Contract:**

Procurement may be made using an open state contract award. Documents submitted to substantiate purchase using an open state contract must bear the contract number.

**PROJECT EVALUATION:**

This project shall be administratively evaluated to ensure that the objective has been met.

The Project Director shall submit a Quarterly Narrative Report to the Governor's Office of Highway Safety at **the end of each calendar quarter during the project period**. These reports shall reflect quarterly accomplishments, progress, and status of the project. At select times during the project period, specific information may be requested by State and Federal officials. The Project Director shall be required to supply this information within a reasonable time period as set forth in a request.

**Note:** Failure to comply with the quarterly report requirements may result in withholding of federal funds or termination of the contract.

**Report Schedule**

Reporting Period	Due Date
October 1, 2009 to December 31, 2009	January 15, 2010
January 1, 2010 to March 31, 2010	April 15, 2010
April 1, 2010 to June 30, 2010	July 15, 2010
July 1, 2010 to September 30, 2010	October 30, 2010 "Final Statement of Accomplishment"

The Quarterly Narrative Report shall be submitted in writing to the Governor's Office of Highway Safety (electronic and handwritten reports will not be accepted) and shall include at a minimum:

- Addressing "Objective"

- Addressing “Method of Procedure”
- Status of procurement process
- Status of fiscal expenditures
- Specific problem areas encountered and solutions identified (if applicable)
- Public information and education activities
  - Electronic and printed media activities (include newspaper clippings)
  - Presentations
    - Local schools, rotary, fairs, etc.
- Photograph of capital outlay equipment
- Multi agency task force activities
  - Participation in speed details, sobriety checkpoints, saturation patrols, etc.
- Completed Quarterly Report Summary Log
  - Each officer participating in Selective Traffic Enforcement Programs (overtime) and/or using the equipment will maintain a “Daily Enforcement Log.” All of the logs will be combined on the “Quarterly Summary Log” and submitted with the narrative portion of each Quarterly Report. A copy of each log is attached. **Note:** The “Quarterly Summary Log” must be included with each Quarterly Report and Final Statement of Accomplishment.
- A comparison of property damage, injury and fatal crash statistics for current reporting period to the previous year’s crash statistics for the same time period.

The Project Director shall submit a Final Report / Final Statement of Accomplishment at completion of the contract to include all financial, performance, and other reports as required within thirty (30) days of the completion of the contract.

**PROFESSIONAL AND TECHNICAL PERSONNEL:**

Larry Ratcliff, Chief, Peoria Police Department, shall serve as Project Director.

Russ Scarborough, Peoria Police Department, shall serve as Project Administrator.

Amy Lattimer, Project Coordinator, Governor’s Office of Highway Safety, shall serve as Project Coordinator.

**REPORT OF COSTS INCURRED (RCI):**

The Project Director shall submit a Report of Costs Incurred (RCI) with supporting documentation attached, to the Governor's Office of Highway Safety each time there have been funds expended for which reimbursement is being requested. RCI's shall be typed and delivered via mail or hand delivered to the Governor's Office of Highway Safety. Electronically submitted RCI's will not be accepted. The Governor's Office of Highway Safety will provide the RCI template and instructions with this contract. Failure to meet this requirement may be cause to terminate the project under Schedule C, IIB.

The 10 percent retention, Schedule C, IIA, is waived.

**PROJECT MONITORING:**

Representatives of the Governor's Office of Highway Safety may monitor the project either on-site or by telephone during the life of the contract, and/or lifespan of equipment.

**PROJECT PERIOD**

The Project Period shall commence on the date the GOHS Director signs the Highway Safety Contract and terminate on September 30 of that or subsequent year as indicated on the Highway Safety Contract.

**DURATION**

Contracts shall be effective on the date the Governor's Office of Highway Safety Director signs the contract and expire at the end of the project period.

If the Agency is unable to expend the funds in the time period specified and needs an extension, a typed extension request shall be signed by the Project Director on the Agency's letterhead and submitted via mail or hand delivered to the Director of the Governor's Office of Highway Safety within sixty (60) days before the end of the project period.

Electronic, handwritten and verbal requests to alter the Contract in any manner will not be accepted.

Failure to comply may result in cancellation of the contract.

Any unexpended funds remaining at the termination of the contract shall be released back to the Governor's Office of Highway Safety.

**ESTIMATED COSTS:**

I.	Personnel Services (overtime)	\$15,000.00
II.	Employee Related Expenses	0.00
III.	Professional and Outside Services	0.00
IV.	Travel In-State	0.00
V.	Travel Out-of-State	0.00
VI.	Materials and Supplies	0.00
VII.	Other Expenses	0.00
VIII.	Capital Outlay	0.00
	<b>TOTAL ESTIMATED COSTS</b>	<b>*\$15,000.00</b>

\*Includes all applicable training, tax, freight, and advertising costs. This is the maximum amount to be reimbursed. It is agreed and understood that the Peoria Police Department shall absorb expenditures in excess of \$15,000.00.

## DAILY ENFORCEMENT LOG

\_\_\_\_\_  
 Month                      Day                      Year

Contract Number: 2010-PT-039

Description	Contract Activity	Peoria Police Department Total	Description	Contract Activity	Peoria Police Department Total
Alcohol-Related Fatalities			Aggressive Driver Citations		
Alcohol-Related Injuries			DUI Alcohol Arrests – 21 and over		
Speed-Related Fatalities			DUI-Drug Arrests – 21 and over		
Speed-Related Injuries			Average BAC – 21 and over		
Pedestrian Fatalities			DUI Alcohol Arrests – under 21		
Pedestrian Injuries			DUI-Drug Arrests – under 21		
Bicycle Fatalities			Average BAC – under 21		
Bicycle Injuries			Misdemeanor Arrests		
Child Restraint Warnings			Felony Arrests		
Child Restraint Citations			Other moving violations		
Seat Belt Warnings			Other non-moving violations		
Seat Belt Citations			<b>TOTAL CONTACTS</b>		
Speed Warnings					
Speed Citations					

QUARTERLY REPORT SUMMARY

Reporting Period

Contract Number: 2010-PT-039

Description	Contract Activity	Peoria Police Department Total	Description	Contract Activity	Peoria Police Department Total
Alcohol-Related Fatalities			Aggressive Driver Citations		
Alcohol-Related Injuries			DUI Alcohol Arrests – 21 and over		
Speed-Related Fatalities			DUI-Drug Arrests – 21 and over		
Speed-Related Injuries			Average BAC – 21 and over		
Pedestrian Fatalities			DUI Alcohol Arrests – under 21		
Pedestrian Injuries			DUI-Drug Arrests – under 21		
Bicycle Fatalities			Average BAC – under 21		
Bicycle Injuries			Misdemeanor Arrests		
Child Restraint Warnings			Felony Arrests		
Child Restraint Citations			Other moving violations		
Seat Belt Warnings			Other non-moving violations		
Seat Belt Citations			TOTAL CONTACTS		
Speed Warnings					
Speed Citations					

## HIGHWAY SAFETY CONTRACT

## SCHEDULE C

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**HIGHWAY SAFETY CONTRACT**

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**SCHEDULE C**

This CONTRACT, is made and entered into by and between the STATE OF ARIZONA, by and through the Governor's Office of Highway Safety (GOHS) hereinafter referred to as "STATE", and the agency named in this Contract, hereinafter referred to as "AGENCY".

WHEREAS, the National Highway Safety Act of 1966, as amended (23 USC §§401-404), provides Federal funds to STATE for approved highway safety projects; and

WHEREAS, STATE may make said funds available to various state, county, tribal, or municipal agencies, governments, or political subdivisions upon application and approval by STATE and the United States Department of Transportation (USDOT); and

WHEREAS, AGENCY must comply with the requirements listed herein to be eligible for Federal funds for approved highway safety projects; and

WHEREAS, AGENCY has submitted an application for Federal funds for highway safety projects;

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOODS AND VALUABLE CONSIDERATION, it is mutually agreed that AGENCY will strictly comply with the following terms and conditions and the following Federal and State Statutes, Rules, and Regulations:

**I. Project Monitoring, Reports, and Inspections**

- A. AGENCY agrees to fully cooperate with representatives of STATE monitoring the project, either on-site or by telephone, during the life of the Contract.
- B. AGENCY will submit Quarterly Reports (one for each three-month period of the project year) to STATE in the form and manner prescribed by STATE. Notice of the specific requirements for each report will be given in this Contract or at any time thereafter by giving thirty (30) days written notice to AGENCY by ordinary mail at the address listed on the Contract. Failure to comply with Quarterly Report requirements may result in withholding of Federal funds or termination of this Contract.
- C. AGENCY will submit a Final Report/Statement of Accomplishment at completion of the Contract to include all financial, performance, and other reports required as a condition of the grant to STATE within thirty (30) days of the completion of the Contract.
- D. Representatives authorized by STATE and the National Highway Traffic Safety Administration (NHTSA) will have the right to visit the site and inspect the work under this Contract whenever such representatives may determine such inspection is necessary.

**II. Reimbursement of Eligible Expenses**

- A. Ten percent (10%) of the claim amount can be maintained by STATE until satisfactory conclusion of the Contract.

- B. AGENCY'S Project Director, or Finance Personnel, will submit a Report of Costs Incurred Form (RCI) to STATE each time there have been funds expended for which reimbursement is being requested. Failure to meet this requirement may be cause to terminate the project under section XIX herein, "Termination and Abandonment".
- C. AGENCY will reimburse STATE for any ineligible or unauthorized expenses for which Federal funds have been claimed and reimbursement received, as may have been determined by a State or Federal audit.
- D. STATE will have the right to withhold any installments equal to the reimbursement received by AGENCY for prior installments which have been subsequently determined to be ineligible or unauthorized.

### III. Property Agreement

- A. AGENCY will immediately notify STATE if any equipment purchased under this Contract ceases to be used in the manner as set forth by this Contract. In such event, AGENCY further agrees to either give credit to the project cost or to another active highway safety project for the residual value of such equipment in an amount to be determined by STATE or to transfer or otherwise dispose of such equipment as directed by STATE.
- B. No equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of STATE, or unless otherwise provided elsewhere in this Contract.
- C. AGENCY will maintain or cause to be maintained for its useful life, any equipment purchased under this Contract.
- D. AGENCY will incorporate any equipment purchased under this Contract into its inventory records.
- E. AGENCY will insure any equipment purchased under this Contract for the duration of its useful life. Self-insurance meets the requirements of this section.

### IV. Travel

#### In-State and Out-of-State Travel

In-state and out-of-state travel claims will be reimbursed at rates provided by AGENCY'S regulations, provided that such regulations are as restrictive as those of STATE. Where they are less restrictive, ARS §38-624 and any checklist attached to Schedule B will apply.

All out-of-state travel must be approved in writing in advance by STATE.

### V. Standard of Performance

AGENCY hereby agrees to perform all work and services herein required or set forth, and to furnish all labor, materials, and equipment, except that labor, material, and equipment as STATE agrees to furnish pursuant to this Contract.

**VI. Hold Harmless Agreement**

Neither party to this agreement agrees to indemnify the other party or hold harmless the other party from liability hereunder. However, if the common law or a statute provides for either a right to indemnify and/or a right to contribution to any party to this agreement then the right to pursue one or both of these remedies is preserved.

**VII. Non-Assignment and Sub-Contracts**

This Contract is not assignable nor may any portion of the work to be performed be sub-contracted unless specifically agreed to in writing by STATE. No equipment purchased hereunder may be assigned or operated by other than AGENCY unless agreed to in writing by STATE.

**VIII. Work Products and Title to Commodities and Equipment**

A. The work product and results of the project are the property of STATE, unless otherwise specified elsewhere in this Contract. All property, instruments, non-consumable materials, supplies, and the like, which are furnished or paid for by STATE under the terms of this Contract, unless otherwise provided for elsewhere in this Contract, are and remain the property of STATE and will be returned at the completion of this project upon request of STATE. The work product and results of the project will be furnished to STATE upon request, if no provision is otherwise made by this Contract.

B. The provisions of subparagraph A apply whether or not the project contracted for herein is completed.

**IX. Copyrights and Patents**

Any copyrightable materials, patentable discovery, or invention produced in the course of this project may be claimed by STATE and a copyright or patent obtained by it at its expense. In the event STATE does not wish to obtain such copyright or patent, AGENCY may do so, but in any event, provision will be made by AGENCY for royalty-free, nonexclusive, nontransferable, and irrevocable licenses to be given the United States Government and STATE and its political subdivisions to use such copyrightable material, patented discoveries, or inventions in any manner they see fit. The STATE reserves the right to impose such other terms and conditions upon the use of such copyrights or patents as may be deemed in the best interest of STATE in the event AGENCY is allowed to obtain a copyright or patent.

**X. "Common Rule" and OMB Circular No. A-102 (Revised)**

"Common Rule" (49 CFR, Part 18): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

OMB Circular No. A-102 (Revised): Grants and Cooperative Agreements with State and Local Governments

The application of USDOT "Common Rule" and Circular A-102 requires that:

AGENCY and sub-grantees will use their own procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal law. The most stringent purchasing requirement at each level must be met.

The Arizona Procurement Code (ARS, §41-2501, et. seq.) and promulgated rules (A.A.C. Title 2, Chapter 7) are a part of this Contract as if fully set forth herein and AGENCY agrees to fully comply with these requirements for any procurement using grant monies from this Contract.

## **XI. Equal Opportunity**

- A. Pursuant to the requirements of the Federal-Aid Highway Act of 1968 (U.S.C. §103 et. seq.), AGENCY, as a condition to receiving approval of this Contract submitted under the Highway Safety Act of 1966, as amended, hereby gives its assurance that employment in connection with the subject Highway Safety Project will be provided without regard to race, color, creed, sex, or national origin, and that any contract it enters into with any private agency pursuant hereto will include provisions in compliance with this paragraph (XI).

As a condition of receiving approval of this Contract, AGENCY will be subject to and will comply with Title VI of the Civil Rights Act of 1964 and all applicable requirements of the Department of Commerce regulations as adopted by the USDOT, providing that no person in the United States shall on the ground of race, color, creed, sex, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the subject Highway Safety Project.

- B. If AGENCY fails or refuses to comply with its undertaking as set forth in these provisions, STATE or the USDOT may take any or all of the following actions.
1. Cancel, terminate, or suspend, in whole or in part, the agreement, contract, or other arrangement with respect to which the failure or refusal occurred; and
  2. Refrain from extending any further Federal financial assistance to AGENCY under the Highway Safety Program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from AGENCY.
- C. Pursuant to the requirement of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794), AGENCY must operate this Highway Safety Project so that it is accessible and otherwise non-discriminatory to handicapped persons.

## **XII. Executive Order 99-4**

It is mutually agreed that AGENCY will comply with the terms and conditions of Executive Order 99-4, *Non-Discrimination in Employment by Government Contractors and Subcontractors*. Executive Order 99-4 is located in Part II of the Project Director's Manual.

**XIII. Application of Hatch Act**

AGENCY will notify all of its employees whose principal employment is in connection with any highway safety project, financed in whole or in part by loans or grants under the Highway Safety Act of 1966, as amended, of the provisions of the Hatch Act (5 U.S.C. §7321 et. seq.).

**XIV. Minority Business Enterprises (MBE) Policy and Obligation**

A. Policy: It is the policy of the USDOT that minority business enterprises as defined in 49 CFR, Part 23, will have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Contract. Consequently, the minority business enterprises requirements of 49 CFR, Part 23 apply to this Contract.

B. Obligation: The recipient or its contractor agrees to ensure that minority business enterprises as defined in 49 CFR, Part 23 have the subcontracts financed in whole or in part with Federal funds provided under this Contract. In this regard, all recipients or contractors will take all necessary and reasonable steps in accordance with 49 CFR, Part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors will not discriminate on the basis of race, color, creed, sex, or national origin in the award and performance of USDOT-assigned contracts.

**XV. Arbitration Clause, ARS §12-1518**

Pursuant to ARS §12-1518, the parties agree to use arbitration, after exhausting applicable administrative reviews, to resolve disputes arising out of this Contract where the provisions of mandatory arbitration apply.

**XVI. Inspection and Audit, ARS §35-214**

Pursuant to ARS §35-214, all books, accounts, reports, files, and other records relating to this Contract will be subject at all reasonable times to inspection and audit by STATE for five (5) years after completion of this Contract. The records will be produced at the Governor's Office of Highway Safety.

**XVII. Appropriation of Funds by U.S. Congress**

It is agreed that in no event will this Contract be binding on any party hereto unless and until such time as funds are appropriated and authorized by the U.S. Congress and specifically allocated to the project submitted herein and then only for the fiscal year for which such allocation is made. In the event no funds are appropriated by the U.S. Congress or no funds are allocated for the project proposed herein for subsequent fiscal years, this Contract will be null and void, except as to that portion for which funds have then been appropriated or allocated to this project, and no right of action or damages will accrue to the benefit of the parties hereto as to that portion of the Contract or project that may so become null and void.

**XVIII. Continuation of Highway Safety Program**

It is the intention of AGENCY to continue the Highway Safety Program identified in this Contract once Federal funding is completed. This intended continuation will be based upon cost effectiveness and an evaluation by AGENCY of the program's impact on highway safety.

**XIX. E-Verify**

Both Parties acknowledge that immigration laws require them to register and participate with the E-Verify program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more

employees in this state. Both Parties warrant that they have registered with and participate with E-Verify. If either Party later determines that the other non-compliant Party has not complied with E-Verify, it will notify the non-compliant Party by certified mail of the determination and of the right to appeal the determination.

**XX. Sudan and Iran**

Pursuant to ARS § 35-391.06 and 35.393.06, both of the Parties hereby warrant, and represent that they do not have, and its subcontractors do not have, and during the term hereof will not have a scrutinized business operation in either Sudan or Iran.

**XXI. Termination and Abandonment**

- A. The STATE and AGENCY hereby agree to the full performance of the covenants contained herein, except that STATE reserves the right, at its discretion, to terminate or abandon any portion of the project for which services have not been already performed by AGENCY.
- B. In the event STATE abandons the services or any part of the services as herein provided, STATE will notify AGENCY in writing and within twenty-four (24) hours after receiving such notice, AGENCY will discontinue advancing the work under this Contract and proceed to close said operations under the Contract.
- C. The appraisal value of work performed by AGENCY to the date of such termination or abandonment shall be made by STATE on a basis equitable to STATE and AGENCY and a final reimbursement made to AGENCY on the basis of costs incurred. Upon termination or abandonment, AGENCY will deliver to STATE all documents, completely or partially completed, together with all unused materials supplied by STATE.
- D. AGENCY may terminate or abandon this Contract upon thirty (30) days written notice to STATE, provided there is subsequent concurrence by STATE. Termination or abandonment by AGENCY will provide that costs can be incurred against the project up to and including sixty (60) days after notice is given to STATE.
- E. Any equipment or commodities which have been purchased as a part of this Contract and which have not been consumed or reached the end of its useful life will be returned to STATE upon its written request.

**XXII. Cancellation Statute**

All parties are hereby put on notice that this Contract is subject to cancellation pursuant to ARS §38-511, the provisions of which are stated below.

In accordance with ARS §38-511, this Contract may be cancelled without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the STATE, its political subdivisions or any department or agency of either, is at any time while the Contract or any extension of the Contract is in effect, an employee of any other party to the Contract in any capacity or a consultant to any other party of the Contract with respect to the subject matter or the Contract.

The cancellation shall be effective when written notice from the Governor or chief executive officer or governing body of the political subdivision is received by all other parties to the Contract unless the notice specifies a later time.

**REIMBURSEMENT INSTRUCTIONS**

**1. Agency Official authorized by Project Director to certify and sign Reports of Costs Incurred (RCIs):**

Name: Teresa Corless

Title: Administrative Services Supervisor

Email: Teresa.Corless@peoriaaz.gov

Telephone Number: (623) 773-7035

Fax Number: (623) 773-7015

**2. Agency's Fiscal Contact:**

Name: Christen Wilcox

Title: Sr. Accountant

Email: Christen.Wilcox@Peoriaaz.gov

Telephone Number: (623) 773-7344

Fax Number: (623) 773-7033

Federal Identification Number: 86-6003634

**3. REIMBURSEMENT INFORMATION:**

Warrant/Check to be made payable to: Peoria Police Department

Warrant/Check to be mailed to:

Peoria Police Department

Attn: Theresa Skeivik

8351 W. Cinnabar Avenue

Peoria, Arizona 85345

## AGREEMENT OF UNDERSTANDING AND CERTIFICATION OF COMPLIANCE

### **Acceptance of Condition**

It is understood and agreed by the undersigned that a grant received as a result of this Contract is subject the Highway Safety Act of 1966, as amended (23 U.S.C.A. §§401-404), ARS §28-602, and all administrative regulations governing grants established by the USDOT and STATE. It is expressly agreed that this Highway Safety Project constitutes an official part of the STATE's Highway Safety Program and that AGENCY will meet the requirements as set forth in Schedules A, B, and C and the accompanying Project Director's Manual, which are incorporated herein and made a part of this Contract. All State and Federal Statutes, Rules, Regulations, and Circulars referenced in this Contract are a part of this document as if fully set forth herein. It is also agreed that no work will be performed nor any obligation incurred until AGENCY is notified in writing that this project has been approved by the Governor's Highway Safety Representative.

### **Certificate of Compliance**

This is to certify that AGENCY will comply with all of the State and Federal Statutes, Rules and Regulations identified in this Contract.

### **Certification of Non-Duplication of Grant Funds Expenditure**

This is to certify that AGENCY has no ongoing nor completed projects under contract with other Federal fund sources which duplicate or overlap any work contemplated or described in this Contract. It is further certified that any pending or proposed request for other Federal grant funds which would duplicate or overlap work described in the Contract will be revised to exclude any such duplication of grant fund expenditures. It is understood that any such duplication of Federal funds expenditures subsequently determined by audit will be subject to recovery by STATE.

### **Single Audit Act**

If your political subdivision has had an independent audit meeting the requirements of the Single Audit Act of 1984, (31 U.S.C.A. §7501 et. seq.), please forward a copy to GOHS, Attention: Fiscal Services Officer, within thirty (30) days of the effective date of this Contract. If such audit has not been performed, please advise when it is being scheduled.

### **Lobbying Restrictions**

#### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

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

- A. 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.

- B. 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 will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The undersigned will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients will certify and disclose accordingly.
- D. 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 31 USC §1352. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Signature of Project Director:**

Larry Ratcliff, Chief  
Peoria Police Department



11-19-09                      623-773-7059  
Date                                      Telephone

**Signature of Authorized Official of  
Governmental Unit:**

*for* Carl Swenson, Manager  
City of Peoria



4/19/09                      \_\_\_\_\_  
Date                                      Telephone

**AUTHORITY & FUNDS**

1. This Project is authorized by 23 U.S.C. §402, and regulations promulgated thereunder, more particularly Volume 102, and if State funds are involved, this project is authorized by ARS § 28-602.

The funds authorized for this Project have been appropriated and budgeted by the U.S. Department of Transportation. The expenses are reimbursable under Arizona's Highway Safety Plan Program Area 402-PT, Task 45 as approved for by the National Highway Traffic Safety Administration.

- |    |                                      |                          |
|----|--------------------------------------|--------------------------|
| 2. | A. <b>EFFECTIVE DATE:</b>            | B. <b>FEDERAL FUNDS:</b> |
|    | <u>Authorization to Proceed Date</u> | <u>\$15,000.00</u>       |

3.     **AGREEMENT AND AUTHORIZATION TO PROCEED**  
by State Official responsible to Governor for the  
administration of the State Highway Safety Agency

\_\_\_\_\_  
Alberto Gutier, Director  
Governor's Office of Highway Safety  
Governor's Highway Safety Representative

\_\_\_\_\_  
Approval Date

ATTEST:

\_\_\_\_\_  
Mary Jo Waddell, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Stephen M. Kemp, City Attorney

HIGHWAY SAFETY CONTRACT

This page, the Project Director's Manual, and the Schedules A, B, and C, attached hereto and incorporated herein by reference, constitute the entire contract between the parties hereto unless deviation is authorized in writing by the Governor's Highway Safety Representative.

PART I.		CFDA
1. <b>APPLICANT AGENCY</b> Peoria Police Department	<b>GOHS CONTRACT NUMBER</b> 2010-PT-040	
<b>ADDRESS</b> 8343 West Monroe Street, Peoria, AZ 85345	<b>PROGRAM AREA: PT</b> <b>TASK: 45</b>	
2. <b>GOVERNMENTAL UNIT</b> City of Peoria	<b>AGENCY CONTACT</b> Russ Scarborough, Project Administrator	
<b>ADDRESS</b> 8401 West Monroe Street, Peoria, AZ 85345	3. <b>PROJECT TITLE</b> Speed Enforcement Equipment	
4. <b>GUIDELINES</b> PT - Police Traffic Services		
5. <b>BRIEFLY STATE PURPOSE OF PROJECT:</b> Federal 402 funds will support Capital Outlay purchase of four (4) LTI Ultralyte 100 LR speed detection lasers, two (2) LTI 200 LR speed detection lasers, six (6) laser holsters and six (6) radar enforcement signs to be utilized in a speed enforcement program throughout the City of Peoria.		
6. <b>BUDGET</b>	<b>Project Period</b> <b>FY 2010</b>	
<b>COST CATEGORY</b>		
I. <b>Personnel Services</b>	0.00	
II. <b>Employee Related Expenses</b>	0.00	
III. <b>Professional and Outside Services</b>	0.00	
IV. <b>Travel In-State</b>	0.00	
V. <b>Travel Out-of-State</b>	0.00	
VI. <b>Materials and Supplies</b>	0.00	
VII. <b>Other Expenses</b>	0.00	
VIII. <b>Capital Outlay</b>	\$26,610.00	
<b>TOTAL ESTIMATED COSTS</b>	<b>\$26,610.00</b>	
<b>PROJECT PERIOD</b>	<b>FROM: Effective Date (Date of GOHS Director Signature)</b>	<b>TO: 09-30-2010</b>
<b>CURRENT GRANT PERIOD</b>	<b>FROM: 10-01-2009</b>	<b>TO: 09-30-2010</b>
<b>TOTAL FEDERAL FUNDS OBLIGATED THIS FY: \$26,610.00</b>		

A political subdivision or State agency governed by a board or commission must provide a certified resolution or ordinance authorizing entry into this contract.

**PROBLEM IDENTIFICATION AND RESOLUTION:**

As one of the fastest growing cities in the country, the population within the City of Peoria has grown from 108,364 in 2000 to an estimated 158,227 in 2008. This 46% growth in our population has also resulted in a significant increase in traffic on our roadways. The Police Department currently consists of 190 sworn positions. Peoria's population is still expected to reach 160,000 by the end of 2009. The number of officers Peoria will have is equivalent to 1.22 officers per 1,000 residents. This is far lower than most Valley agencies, which places an additional workload on both the officers and civilians of the police department. The valley average is 1.84 officers per 1,000 residents. This is a good indicator that our population is growing far more quickly than our police department. It means that the City of Peoria Police Department has to do more with less, in a city with increasing roadways and schools.

To accommodate the increase in traffic, the City of Peoria has built an additional 178 linear miles of roadway from 2000 to 2007, which is an increase of 33% of roadway throughout the 177+ square miles that comprises the City of Peoria. The increase of linear miles of roadway that the City of Peoria has built over the past eight years could stretch from Peoria to Flagstaff if it built as one road. There are nearly 550 linear miles of roadway within the City of Peoria. In 2008 the Police Department responded to twelve vehicle fatalities and twenty-nine other accidents that involved very serious injuries. Many of these accidents were found to be speed related. Unfortunately these were record numbers for the City of Peoria. However, so far in 2009 we have seen only one fatal accident and four serious injury accidents (as opposed to the total eighteen by the same time last year). We believe that this significant reduction is in part due to the Speed Enforcement Funding provided by GOHS.

In order to achieve our goal of aggressive enforcement, education and deterrence, the Peoria Police Department is requesting funds to support the proposed program. Unfortunately, due to our current budget constraints and staffing, this program will not be possible without an external funding source. With our rapid growth and previously cited staffing difficulties, this funding is greatly needed. Without this grant, Peoria will continue to enforce traffic laws, but without the ability to be as aggressive and unfortunately will be unable to provide the education and deterrence that is greatly needed.

In addition to escalating our enforcement efforts, we would like to pilot a program on one of our most busy arterial streets. Additional signage will be added to the roadway reminding motorists that enforcement is being conducted through the use of radar. A minimal investment for the signs and installation will provide us the opportunity to see if it has a deterrent effect on speeding. We will, of course, commit to conducting extra enforcement on this same roadway over the course of the year. The City of Peoria currently does not have any such signage on any roadways, so the program's effect might be clear when statistical data is analyzed.

We will initiate the proposed pilot program on West Olive Avenue between N. 91st Ave and N. 67th Ave.

**TRAFFIC DATA SUMMARY**

<b>DESCRIPTION</b>	<b>LAST YEAR (2008)</b>	<b>TWO YEARS AGO (2007)</b>	<b>THREE YEARS AGO (2006)</b>
<b>TOTAL FATALITIES</b>	12	16	16
<b>TOTAL INJURIES</b>	629	651	664
<b>ALCOHOL-RELATED FATALITIES</b>	6	8	4
<b>ALCOHOL-RELATED INJURIES</b>	95	54	82
<b>SPEED-RELATED FATALITIES</b>	2	3	2
<b>SPEED-RELATED INJURIES</b>	134	176	247
<b>PEDESTRIAN FATALITIES</b>	0	3	1
<b>PEDESTRIAN INJURIES</b>	6	3	25
<b>BICYCLE FATALITIES</b>	2	0	1
<b>BICYCLE INJURIES</b>	9	10	20
<b>CHILD RESTRAINT CITATIONS</b>	65	104	0
<b>SEAT BELT CITATIONS</b>	466	390	0
<b>SPEED CITATIONS</b>	5115	3994	0
<b>RED LIGHT RUNNING CITATIONS</b>	15077	298	0
<b>DUI ALCOHOL ARRESTS – 21 AND OVER</b>	524	537	609
<b>DUI-DRUG ARRESTS – 21 AND OVER</b>	0	0	0
<b>DUI ALCOHOL ARRESTS – UNDER 21</b>	71	62	120
<b>DUI-DRUG ARRESTS – UNDER 21</b>	0	0	0
<b>YOUTH ALCOHOL VIOLATIONS UNDER 21 - TITLE 4</b>	0	0	0

**OBJECTIVE:**

Federal 402 funds will support Capital Outlay purchase of four (4) LTI Ultralyte 100 LR speed detection lasers, two (2) LTI 200 LR speed detection lasers, six (6) laser holsters and six (6) radar enforcement signs to be utilized in a speed enforcement program throughout the City of Peoria.

This project and equipment will be targeted at identifying and taking enforcement action on aggressive drivers, impaired drivers, occupant protection, speeding, and other highway safety related laws to reduce injuries and fatalities throughout Peoria by seven percent.

**METHOD OF PROCEDURE:**

The Peoria Police Department will include the following activities as part of the enforcement operations:

1. To maximize effectiveness of the Peoria Police Department-funded overtime and enforcement equipment, the Peoria Police Department will determine enforcement activities by using one or a combination of the following:
  - a) Citizen complaints
  - b) Traffic crash data
  - c) Holidays
  - d) Community events
2. Conduct ongoing public information and education programs to promote traffic safety and driver awareness.

The Governor's Office of Highway Safety has public information and education materials. These materials may be available at no cost to highway safety advocacy groups and jurisdictions. Personnel of the Peoria Police Department may distribute these materials at health fairs, community events, and enforcement activities, i.e., sobriety checkpoints and news conferences.

3. Participate in multi agency task forces, specifically the statewide Arizona DUI Task Forces.

The Peoria Police Department will also participate, as necessary, with the Arizona statewide DUI Task Forces. The mission of these Task Forces is to *"Unite Arizona communities to implement a coordinated public information and education campaign along with combined DUI enforcement activities with an emphasis on holidays and specific event days throughout the year."*

**And, in addition, it is the responsibility of the Peoria Police Department to report all holiday task force or individual agency enforcement statistics to GOHS on-line at the GOHS website no later than 1000 hours the morning following each day of the event. The holidays and special events include:**

**Super Bowl Sunday, Valentine's Day, President's Day, St. Patrick's Day, Spring Break, Easter, Cinco de Mayo, Prom Night, Memorial Day, Graduation Day, Independence Day, Labor Day, Columbus Day, Halloween, and the Thanksgiving through New Year's details.**

**PLEASE NOTE: Failure to report statistics on time and correctly may result in reimbursements being denied.**

Errant drivers contribute to the growing problems of hazardous traffic conditions and criminal acts related to traffic. To adequately address these unique issues, a concentrated and dedicated enforcement and a public awareness campaign is mandatory. To successfully modify errant drivers, the law enforcement must develop a new strategy. This strategy must include intensive pro-active enforcement and public awareness campaigns.

The Peoria Police Department will carry out a comprehensive enforcement and public awareness program. This program will specifically target speed, DUI, seat belt, and child restraint violations. The Peoria Police Department agrees that the key to a long-term solution to the problem of errant drivers is education. This program will actively participate in a public information and education campaign using both the electronic and printed media. This activity will include carrying out a comprehensive program of public service and awareness announcements that will detail the objectives of the program. The Peoria Police Department will design these to heighten the awareness of the public to the hazards of excessive speed, aggressive driving, DUI, seat belt, and child restraint violations.

It is the policy of this program that personnel will take an aggressive approach to the enforcement of traffic and criminal statutes relating to these violators. The goal of the officer will be to correct the offender's behavior in a way that will make a lasting impression. Standard enforcement approaches may not result in such permanent change. Therefore, strict "zero tolerance" enforcement will be the methodology during this program.

#### **IMPAIRED DRIVER ENFORCEMENT OVERTIME REQUIREMENTS:**

Overtime funding through this contract is limited to officers and/or deputies that, at a minimum, are certified in Standardized Field Sobriety Testing (SFSTs).

#### **PRESS RELEASE:**

Agencies are required to develop and distribute a press release announcing this grant award (a copy of this press release shall be sent to the GOHS Director at the same time it is sent to the media). This press release shall include the objective and specify that the funding is from the Governor's Office of Highway Safety.

**BAC TESTING AND REPORTING REQUIREMENTS:**

Alcohol impairment is a major contributing factor in serious and fatal motor vehicle crashes. Accurate data on alcohol involvement is essential to understanding the full extent of the role of alcohol and to assess progress toward reducing impaired driving.

Arizona is presently below average among the states in the Blood Alcohol (BAC) testing of fatally injured and surviving drivers involved in fatal motor vehicle crashes.

Each law enforcement agency that receives an enforcement-related grant is required to ensure that this data is reported. Failure to comply may result in withholding funds and cancellation of the enforcement contract until this requirement is met.

**PURSUIT POLICY:**

All law enforcement agencies receiving federal funds are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.

**EQUIPMENT:**

- Four (4) LTI Ultralyte 100 LR speed detection lasers, two (2) LTI 200 LR speed detection lasers, six (6) laser holsters and six (6) radar enforcement signs

Agencies receiving funding for Capital Outlay Equipment such as DUI Processing Vans, marked and unmarked enforcement sedans and marked enforcement motorcycles shall schedule a press conference that includes the Director and/or Deputy Director of the Governor's Office of Highway Safety. The purpose of this press conference will be to present the equipment to the community.

The Peoria PD shall immediately notify GOHS if any equipment purchased under this contract ceases to be used in the manner described in this contract. In such event, the Peoria PD further agrees to either give credit to the project cost or to another active highway safety project for the residual value of such equipment in an amount to be determined by GOHS or to transfer or otherwise dispose of such equipment as directed by GOHS.

No equipment shall be conveyed, sold, salvaged, transferred, etc., without the express written approval of GOHS.

The Peoria PD shall maintain or cause to be maintained for its useful life, any equipment purchased under this contract.

The Peoria PD shall incorporate any equipment purchased under this Contract into its inventory records.

The Peoria PD shall insure any equipment purchased under this Contract for the duration of its useful life. Self-insurance meets this requirement.

**Administrative and Maintenance Costs:**

The Peoria PD shall be responsible for all administrative, maintenance, operational costs and the costs of any damage relating to the four (4) LTI Ultralyte 100 LR speed detection lasers, two (2) LTI 200 LR speed detection lasers, six (6) laser holsters and six (6) radar enforcement signs.

**Decals:**

The Governor's Office of Highway Safety shall provide the Peoria PD with decals depicting the Governor's Office of Highway Safety logo. These decals shall be affixed to the equipment before being placed in service.

**Equipment Purchase:**

The equipment purchased under this contract shall be ordered, received, training completed, and placed in service prior to the end of the project period.

If this requirement cannot be met, a typed extension request shall be signed by the Project Director on the Agency's letterhead and submitted via mail or hand delivered to the Director of the Governor's Office of Highway Safety within sixty (60) days before the end of the project period. Failure to comply may result in cancellation of the contract.

**Original Purpose of Equipment:**

Pursuant to 23 CFR § 1200.21, all equipment purchased under this contract is to be used for the original purpose intended under this contract. All equipment shall be used for the originally authorized grant purposes for as long as needed for those purposes, as determined by the NHTSA Regional Administrator, and neither the State nor the Agency (sub-grantees) or contractors shall encumber the title or interest while such need exists.

The NHTSA Regional Administrator may reserve the right to transfer title to equipment acquired under this the Section 402 program to the Federal Government or to a third party when such third party is otherwise eligible under existing statutes.

Furthermore, 49 CFR § 18.32.c.1 states that Equipment (acquired under this grant) shall be used by the grantee in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds. When no longer needed for the original program or project, the equipment may be used in other activities currently or previously supported by a Federal agency.

**Insurance:**

It is agreed that the Peoria PD shall adequately insure all capital equipment purchased under this contract for repair or replacement.

**SPECIFIC REQUIREMENTS:****Requirements for Speed Detection Devices:**

The successful vendor must certify that the speed detection devices purchased are on the IACP Consumer Products List and must meet, or exceed, NHTSA/IACP model specifications.

All officers using the speed detection devices purchased under this contract must successfully complete a National Highway Traffic Safety Administration (NHTSA) approved training course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

**Requirements for Speed Monitoring Trailer Systems:**

Speed monitoring trailers are portable, self-contained speed display units. This equipment may be used for public information and education and will be used to issue citations and warnings.

The successful vendor must certify that the speed monitoring trailer purchased is on the IACP Consumer Products List and must meet, or exceed, NHTSA/IACP model specifications.

This equipment will be used following the listed procedure:

**1. Identify location**

One or a combination of the following may do this: crash statistics, citizen complaints, and/or citation data.

**2. Monitor location**

With the display board, motorists immediately will see what their speed is and will sometimes adjust accordingly. An on-board computer with a printer will provide daily average speed information.

**3. Enforcement**

Enforcement personnel will saturate the monitoring location and issue citations to violators.

**4. Public Information and Education**

Provide information to the media describing the program and the results. This will inform drivers in the specifically identified area as well as drivers throughout the community.

## 5. Monitor location

This will remind motorists of their speed. An on-board computer with a printer will provide daily average speed information.

All officers using the speed monitoring trailer purchased under this contract must be trained by attending a National Highway Traffic Safety Administration (NHTSA) approved course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

**Requirements for In-Car Video Systems:**

All officers using the video systems purchased under this contract must successfully complete one of the Arizona Peace Officer Standards of Training (AZPOST) approved training courses. The two courses available are the 40-hour Train the Trainer Course and the 8-hour Operator Course.

The Peoria Police Department will train a minimum of two (2) officers per unit or will provide documentation (copy of the training certificates) showing that the officers have already received the required training.

**Requirements for Preliminary Breath Testers (PBTs):**

The successful vendor must certify that the devices purchased are on the NHTSA Conforming Products List and must meet, or exceed, NHTSA model specifications. (**Note:** Both screening and evidential devices may be used for screening, however only evidential devices may be used for evidentiary purposes)

**Note:** It is the policy of GOHS that federal funds will not be used to purchase printers for PBTs.

All officers using the devices purchased under this contract must be certified breath test device operators. The officers must also receive basic training to become familiar with the devices. A minimum of two (2) officers per device will be trained or the Peoria Police Department will provide documentation (copy of the training certificates) showing that the officers have already received the required training. The manufacturer or manufacturer designee must provide this training.

PBTs will be calibrated, at a minimum, every thirty (30) days or one hundred (100) tests. The date of calibration will be noted on the Preliminary Breath Testing Instrument Log (form provided with this contract).

**Requirements for Intoxilyzers (Evidentiary Breath Testers):**

The successful vendor must certify that the devices purchased are on the NHTSA Conforming Products List and must meet, or exceed, NHTSA model specifications. In addition, the devices must be certified and approved by the Arizona Department of Public Safety per Arizona Administrative Code R9-14-403.

All officers using the devices purchased under this contract must be a certified breath test device operator which includes training to become familiar with the devices. A minimum of two (2) officers per device will be trained or the Peoria Police Department will provide documentation (copy of the training certificates) showing that the officers have already received the required training. An Arizona Department of Public Safety approved breath testing device instructor per R9-14-406 must provide this training.

Intoxilyzers will be operated, have calibration checks and standard quality assurance procedures per the appropriate checklists listed in the Arizona Administrative Code.

**Requirements for Professional and Outside Services:**

A copy of all contracts for "Professional and Outside Services" must be submitted to the GOHS Director for written approval before execution.

**Requirements for Public Information and Education Materials:**

Prior to the printing and distribution of public information and education materials, a sample will be provided to the GOHS Director for review and written approval.

**Requirements for Paid Media:**

All paid media must be pre-approved by the GOHS Director to ensure that consistent messages are sent statewide. Requests for paid media must include, *at a minimum*, scripts, description of target audience (to include methodology for identifying target audience), type of media to be utilized (electronic, print), campaign schedule, and budget. Additional information may be requested on a case by case basis.

**METHOD OF PROCUREMENT:**

Procurement procedures shall be in accordance with the Project Director's Manual and Schedule C, Section X. Additionally, the Peoria Police Department, shall follow State Procurement Code.

A clear audit trail must be established to determine costs charged against this contract. Substantiation of costs shall, where possible, be made utilizing Peoria Police Department documentation consisting of, but not limited to, copies of time sheets, purchase orders, copies of invoices, and proof of payment.

The Project Director shall retain copies of all documentation in the project file.

**State Contract:**

Procurement may be made using an open state contract award. Documents submitted to substantiate purchase using an open state contract must bear the contract number.

**PROJECT EVALUATION:**

This project shall be administratively evaluated to ensure that the objective has been met.

The Project Director shall submit a Quarterly Narrative Report to the Governor's Office of Highway Safety at **the end of each calendar quarter during the project period**. These reports shall reflect quarterly accomplishments, progress, and status of the project. At select times during the project period, specific information may be requested by State and Federal officials. The Project Director shall be required to supply this information within a reasonable time period as set forth in a request.

**Note:** Failure to comply with the quarterly report requirements may result in withholding of federal funds or termination of the contract.

**Report Schedule**

<b>Reporting Period</b>	<b>Due Date</b>
October 1, 2009 to December 31, 2009	January 15, 2010
January 1, 2010 to March 31, 2010	April 15, 2010
April 1, 2010 to June 30, 2010	July 15, 2010
July 1, 2010 to September 30, 2010	October 30, 2010 "Final Statement of Accomplishment"

The Quarterly Narrative Report shall be submitted in writing to the Governor's Office of Highway Safety (electronic and handwritten reports will not be accepted) and shall include at a minimum:

- Addressing "Objective"
- Addressing "Method of Procedure"
- Status of procurement process
- Status of fiscal expenditures
- Specific problem areas encountered and solutions identified (if applicable)
- Public information and education activities

Electronic and printed media activities (include newspaper clippings)

## Presentations

Local schools, rotary, fairs, etc.

- Photograph of capital outlay equipment
- Multi agency task force activities

Participation in speed details, sobriety checkpoints, saturation patrols, etc.

- Completed Quarterly Report Summary Log

Each officer participating in Selective Traffic Enforcement Programs (overtime) and/or using the equipment will maintain a "Daily Enforcement Log." All of the logs will be combined on the "Quarterly Summary Log" and submitted with the narrative portion of each Quarterly Report. A copy of each log is attached. **Note:** The "Quarterly Summary Log" must be included with each Quarterly Report and Final Statement of Accomplishment.

- A comparison of property damage, injury and fatal crash statistics for current reporting period to the previous year's crash statistics for the same time period.

The Project Director shall submit a Final Report / Final Statement of Accomplishment at completion of the contract to include all financial, performance, and other reports as required within thirty (30) days of the completion of the contract.

**PROFESSIONAL AND TECHNICAL PERSONNEL:**

Larry Ratcliff, Chief, Peoria Police Department, shall serve as Project Director.

Russ Scarborough, Peoria Police Department, shall serve as Project Administrator.

Amy Lattimer, Project Coordinator, Governor's Office of Highway Safety, shall serve as Project Coordinator.

**REPORT OF COSTS INCURRED (RCI):**

The Project Director shall submit a Report of Costs Incurred (RCI) with supporting documentation attached, to the Governor's Office of Highway Safety each time there have been funds expended for which reimbursement is being requested. RCI's shall be typed and delivered via mail or hand delivered to the Governor's Office of Highway Safety. Electronically submitted RCI's will not be accepted. The Governor's Office of Highway Safety will provide the RCI template and instructions with this contract. Failure to meet this requirement may be cause to terminate the project under Schedule C, IIB.

The 10 percent retention, Schedule C, IIA, is waived.

**PROJECT MONITORING:**

Representatives of the Governor's Office of Highway Safety may monitor the project either on-site or by telephone during the life of the contract, and/or lifespan of equipment.

**PROJECT PERIOD**

The Project Period shall commence on the date the GOHS Director signs the Highway Safety Contract and terminate on September 30 of that or subsequent year as indicated on the Highway Safety Contract.

**DURATION**

Contracts shall be effective on the date the Governor's Office of Highway Safety Director signs the contract and expire at the end of the project period.

If the Agency is unable to expend the funds in the time period specified and needs an extension, a typed extension request shall be signed by the Project Director on the Agency's letterhead and submitted via mail or hand delivered to the Director of the Governor's Office of Highway Safety within sixty (60) days before the end of the project period.

Electronic, handwritten and verbal requests to alter the Contract in any manner will not be accepted.

Failure to comply may result in cancellation of the contract.

Any unexpended funds remaining at the termination of the contract shall be released back to the Governor's Office of Highway Safety.



**DAILY ENFORCEMENT LOG**

\_\_\_\_\_  
**Month Day Year**

**Contract Number: 2010-PT-040**

<b>Description</b>	<b>Contract Activity</b>	<b>Peoria Police Department Total</b>	<b>Description</b>	<b>Contract Activity</b>	<b>Peoria Police Department Total</b>
Alcohol-Related Fatalities			Aggressive Driver Citations		
Alcohol-Related Injuries			DUI Alcohol Arrests – 21 and over		
Speed-Related Fatalities			DUI-Drug Arrests – 21 and over		
Speed-Related Injuries			Average BAC – 21 and over		
Pedestrian Fatalities			DUI Alcohol Arrests – under 21		
Pedestrian Injuries			DUI-Drug Arrests – under 21		
Bicycle Fatalities			Average BAC – under 21		
Bicycle Injuries			Misdemeanor Arrests		
Child Restraint Warnings			Felony Arrests		
Child Restraint Citations			Other moving violations		
Seat Belt Warnings			Other non-moving violations		
Seat Belt Citations			<b>TOTAL CONTACTS</b>		
Speed Warnings					
Speed Citations					

**QUARTERLY REPORT SUMMARY**

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**Reporting Period**

**Contract Number: 2010-PT-040**

<b>Description</b>	<b>Contract Activity</b>	<b>Peoria Police Department Total</b>	<b>Description</b>	<b>Contract Activity</b>	<b>Peoria Police Department Total</b>
Alcohol-Related Fatalities			Aggressive Driver Citations		
Alcohol-Related Injuries			DUI Alcohol Arrests – 21 and over		
Speed-Related Fatalities			DUI-Drug Arrests – 21 and over		
Speed-Related Injuries			Average BAC – 21 and over		
Pedestrian Fatalities			DUI Alcohol Arrests – under 21		
Pedestrian Injuries			DUI-Drug Arrests – under 21		
Bicycle Fatalities			Average BAC – under 21		
Bicycle Injuries			Misdemeanor Arrests		
Child Restraint Warnings			Felony Arrests		
Child Restraint Citations			Other moving violations		
Seat Belt Warnings			Other non-moving violations		
Seat Belt Citations			<b>TOTAL CONTACTS</b>		
Speed Warnings					
Speed Citations					

## HIGHWAY SAFETY CONTRACT

## SCHEDULE C

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**HIGHWAY SAFETY CONTRACT**

**SCHEDULE C**

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**SCHEDULE C**

This CONTRACT, is made and entered into by and between the STATE OF ARIZONA, by and through the Governor's Office of Highway Safety (GOHS) hereinafter referred to as "STATE", and the agency named in this Contract, hereinafter referred to as "AGENCY".

WHEREAS, the National Highway Safety Act of 1966, as amended (23 USC §§401-404), provides Federal funds to STATE for approved highway safety projects; and

WHEREAS, STATE may make said funds available to various state, county, tribal, or municipal agencies, governments, or political subdivisions upon application and approval by STATE and the United States Department of Transportation (USDOT); and

WHEREAS, AGENCY must comply with the requirements listed herein to be eligible for Federal funds for approved highway safety projects; and

WHEREAS, AGENCY has submitted an application for Federal funds for highway safety projects;

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOODS AND VALUABLE CONSIDERATION, it is mutually agreed that AGENCY will strictly comply with the following terms and conditions and the following Federal and State Statutes, Rules, and Regulations:

**I. Project Monitoring, Reports, and Inspections**

- A. AGENCY agrees to fully cooperate with representatives of STATE monitoring the project, either on-site or by telephone, during the life of the Contract.
- B. AGENCY will submit Quarterly Reports (one for each three-month period of the project year) to STATE in the form and manner prescribed by STATE. Notice of the specific requirements for each report will be given in this Contract or at any time thereafter by giving thirty (30) days written notice to AGENCY by ordinary mail at the address listed on the Contract. Failure to comply with Quarterly Report requirements may result in withholding of Federal funds or termination of this Contract.
- C. AGENCY will submit a Final Report/Statement of Accomplishment at completion of the Contract to include all financial, performance, and other reports required as a condition of the grant to STATE within thirty (30) days of the completion of the Contract.
- D. Representatives authorized by STATE and the National Highway Traffic Safety Administration (NHTSA) will have the right to visit the site and inspect the work under this Contract whenever such representatives may determine such inspection is necessary.

**II. Reimbursement of Eligible Expenses**

- A. Ten percent (10%) of the claim amount can be maintained by STATE until satisfactory conclusion of the Contract.

- B. AGENCY'S Project Director, or Finance Personnel, will submit a Report of Costs Incurred Form (RCI) to STATE each time there have been funds expended for which reimbursement is being requested. Failure to meet this requirement may be cause to terminate the project under section XIX herein, "Termination and Abandonment".
- C. AGENCY will reimburse STATE for any ineligible or unauthorized expenses for which Federal funds have been claimed and reimbursement received, as may have been determined by a State or Federal audit.
- D. STATE will have the right to withhold any installments equal to the reimbursement received by AGENCY for prior installments which have been subsequently determined to be ineligible or unauthorized.

### III. Property Agreement

- A. AGENCY will immediately notify STATE if any equipment purchased under this Contract ceases to be used in the manner as set forth by this Contract. In such event, AGENCY further agrees to either give credit to the project cost or to another active highway safety project for the residual value of such equipment in an amount to be determined by STATE or to transfer or otherwise dispose of such equipment as directed by STATE.
- B. No equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of STATE, or unless otherwise provided elsewhere in this Contract.
- C. AGENCY will maintain or cause to be maintained for its useful life, any equipment purchased under this Contract.
- D. AGENCY will incorporate any equipment purchased under this Contract into its inventory records.
- E. AGENCY will insure any equipment purchased under this Contract for the duration of its useful life. Self-insurance meets the requirements of this section.

### IV. Travel

#### In-State and Out-of-State Travel

In-state and out-of-state travel claims will be reimbursed at rates provided by AGENCY'S regulations, provided that such regulations are as restrictive as those of STATE. Where they are less restrictive, ARS §38-624 and any checklist attached to Schedule B will apply.

All out-of-state travel must be approved in writing in advance by STATE.

### V. Standard of Performance

AGENCY hereby agrees to perform all work and services herein required or set forth, and to furnish all labor, materials, and equipment, except that labor, material, and equipment as STATE agrees to furnish pursuant to this Contract.

**VI. Hold Harmless Agreement**

Neither party to this agreement agrees to indemnify the other party or hold harmless the other party from liability hereunder. However, if the common law or a statute provides for either a right to indemnify and/or a right to contribution to any party to this agreement then the right to pursue one or both of these remedies is preserved.

**VII. Non-Assignment and Sub-Contracts**

This Contract is not assignable nor may any portion of the work to be performed be sub-contracted unless specifically agreed to in writing by STATE. No equipment purchased hereunder may be assigned or operated by other than AGENCY unless agreed to in writing by STATE.

**VIII. Work Products and Title to Commodities and Equipment**

A. The work product and results of the project are the property of STATE, unless otherwise specified elsewhere in this Contract. All property, instruments, non-consumable materials, supplies, and the like, which are furnished or paid for by STATE under the terms of this Contract, unless otherwise provided for elsewhere in this Contract, are and remain the property of STATE and will be returned at the completion of this project upon request of STATE. The work product and results of the project will be furnished to STATE upon request, if no provision is otherwise made by this Contract.

B. The provisions of subparagraph A apply whether or not the project contracted for herein is completed.

**IX. Copyrights and Patents**

Any copyrightable materials, patentable discovery, or invention produced in the course of this project may be claimed by STATE and a copyright or patent obtained by it at its expense. In the event STATE does not wish to obtain such copyright or patent, AGENCY may do so, but in any event, provision will be made by AGENCY for royalty-free, nonexclusive, nontransferable, and irrevocable licenses to be given the United States Government and STATE and its political subdivisions to use such copyrightable material, patented discoveries, or inventions in any manner they see fit. The STATE reserves the right to impose such other terms and conditions upon the use of such copyrights or patents as may be deemed in the best interest of STATE in the event AGENCY is allowed to obtain a copyright or patent.

**X. "Common Rule" and OMB Circular No. A-102 (Revised)**

"Common Rule" (49 CFR, Part 18): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

OMB Circular No. A-102 (Revised): Grants and Cooperative Agreements with State and Local Governments

The application of USDOT "Common Rule" and Circular A-102 requires that:

AGENCY and sub-grantees will use their own procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal law. The most stringent purchasing requirement at each level must be met.

The Arizona Procurement Code (ARS, §41-2501, et. seq.) and promulgated rules (A.A.C. Title 2, Chapter 7) are a part of this Contract as if fully set forth herein and AGENCY agrees to fully comply with these requirements for any procurement using grant monies from this Contract.

## **XI. Equal Opportunity**

- A. Pursuant to the requirements of the Federal-Aid Highway Act of 1968 (U.S.C. §103 et. seq.), AGENCY, as a condition to receiving approval of this Contract submitted under the Highway Safety Act of 1966, as amended, hereby gives its assurance that employment in connection with the subject Highway Safety Project will be provided without regard to race, color, creed, sex, or national origin, and that any contract it enters into with any private agency pursuant hereto will include provisions in compliance with this paragraph (XI).

As a condition of receiving approval of this Contract, AGENCY will be subject to and will comply with Title VI of the Civil Rights Act of 1964 and all applicable requirements of the Department of Commerce regulations as adopted by the USDOT, providing that no person in the United States shall on the ground of race, color, creed, sex, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the subject Highway Safety Project.

- B. If AGENCY fails or refuses to comply with its undertaking as set forth in these provisions, STATE or the USDOT may take any or all of the following actions.
1. Cancel, terminate, or suspend, in whole or in part, the agreement, contract, or other arrangement with respect to which the failure or refusal occurred; and
  2. Refrain from extending any further Federal financial assistance to AGENCY under the Highway Safety Program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from AGENCY.
- C. Pursuant to the requirement of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794), AGENCY must operate this Highway Safety Project so that it is accessible and otherwise non-discriminatory to handicapped persons.

## **XII. Executive Order 99-4**

It is mutually agreed that AGENCY will comply with the terms and conditions of Executive Order 99-4, *Non-Discrimination in Employment by Government Contractors and Subcontractors*. Executive Order 99-4 is located in Part II of the Project Director's Manual.

**XIII. Application of Hatch Act**

AGENCY will notify all of its employees whose principal employment is in connection with any highway safety project, financed in whole or in part by loans or grants under the Highway Safety Act of 1966, as amended, of the provisions of the Hatch Act (5 U.S.C. §7321 et. seq.).

**XIV. Minority Business Enterprises (MBE) Policy and Obligation**

A. Policy: It is the policy of the USDOT that minority business enterprises as defined in 49 CFR, Part 23, will have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Contract. Consequently, the minority business enterprises requirements of 49 CFR, Part 23 apply to this Contract.

B. Obligation: The recipient or its contractor agrees to ensure that minority business enterprises as defined in 49 CFR, Part 23 have the subcontracts financed in whole or in part with Federal funds provided under this Contract. In this regard, all recipients or contractors will take all necessary and reasonable steps in accordance with 49 CFR, Part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors will not discriminate on the basis of race, color, creed, sex, or national origin in the award and performance of USDOT-assigned contracts.

**XV. Arbitration Clause, ARS §12-1518**

Pursuant to ARS §12-1518, the parties agree to use arbitration, after exhausting applicable administrative reviews, to resolve disputes arising out of this Contract where the provisions of mandatory arbitration apply.

**XVI. Inspection and Audit, ARS §35-214**

Pursuant to ARS §35-214, all books, accounts, reports, files, and other records relating to this Contract will be subject at all reasonable times to inspection and audit by STATE for five (5) years after completion of this Contract. The records will be produced at the Governor's Office of Highway Safety.

**XVII. Appropriation of Funds by U.S. Congress**

It is agreed that in no event will this Contract be binding on any party hereto unless and until such time as funds are appropriated and authorized by the U.S. Congress and specifically allocated to the project submitted herein and then only for the fiscal year for which such allocation is made. In the event no funds are appropriated by the U.S. Congress or no funds are allocated for the project proposed herein for subsequent fiscal years, this Contract will be null and void, except as to that portion for which funds have then been appropriated or allocated to this project, and no right of action or damages will accrue to the benefit of the parties hereto as to that portion of the Contract or project that may so become null and void.

**XVIII. Continuation of Highway Safety Program**

It is the intention of AGENCY to continue the Highway Safety Program identified in this Contract once Federal funding is completed. This intended continuation will be based upon cost effectiveness and an evaluation by AGENCY of the program's impact on highway safety.

**XIX. E-Verify**

Both Parties acknowledge that immigration laws require them to register and participate with the E-Verify program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more

employees in this state. Both Parties warrant that they have registered with and participate with E-Verify. If either Party later determines that the other non-compliant Party has not complied with E-Verify, it will notify the non-compliant Party by certified mail of the determination and of the right to appeal the determination.

**XX. Sudan and Iran**

Pursuant to ARS § 35-391.06 and 35.393.06, both of the Parties hereby warrant, and represent that they do not have, and its subcontractors do not have, and during the term hereof will not have a scrutinized business operation in either Sudan or Iran.

**XXI. Termination and Abandonment**

- A. The STATE and AGENCY hereby agree to the full performance of the covenants contained herein, except that STATE reserves the right, at its discretion, to terminate or abandon any portion of the project for which services have not been already performed by AGENCY.
- B. In the event STATE abandons the services or any part of the services as herein provided, STATE will notify AGENCY in writing and within twenty-four (24) hours after receiving such notice, AGENCY will discontinue advancing the work under this Contract and proceed to close said operations under the Contract.
- C. The appraisal value of work performed by AGENCY to the date of such termination or abandonment shall be made by STATE on a basis equitable to STATE and AGENCY and a final reimbursement made to AGENCY on the basis of costs incurred. Upon termination or abandonment, AGENCY will deliver to STATE all documents, completely or partially completed, together with all unused materials supplied by STATE.
- D. AGENCY may terminate or abandon this Contract upon thirty (30) days written notice to STATE, provided there is subsequent concurrence by STATE. Termination or abandonment by AGENCY will provide that costs can be incurred against the project up to and including sixty (60) days after notice is given to STATE.
- E. Any equipment or commodities which have been purchased as a part of this Contract and which have not been consumed or reached the end of its useful life will be returned to STATE upon its written request.

**XXII. Cancellation Statute**

All parties are hereby put on notice that this Contract is subject to cancellation pursuant to ARS §38-511, the provisions of which are stated below.

In accordance with ARS §38-511, this Contract may be cancelled without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the STATE, its political subdivisions or any department or agency of either, is at any time while the Contract or any extension of the Contract is in effect, an employee of any other party to the Contract in any capacity or a consultant to any other party of the Contract with respect to the subject matter or the Contract.

The cancellation shall be effective when written notice from the Governor or chief executive officer or governing body of the political subdivision is received by all other parties to the Contract unless the notice specifies a later time.

**REIMBURSEMENT INSTRUCTIONS**

**1. Agency Official authorized by Project Director to certify and sign Reports of Costs Incurred (RCIs):**

Name: Teresa Corless

Title: Administrative Services Supervisor

Email: Teresa.Corless@peoriaaz.gov

Telephone Number: (623) 773-7035

Fax Number: (623) 773-7015

**2. Agency's Fiscal Contact:**

Name: Christen Wilcox

Title: Sr. Accountant

Email: Christen.Wilcox@Peoriaaz.gov

Telephone Number: (623) 773-7344

Fax Number: (623) 773-7033

Federal Identification Number: 86-6003634

**3. REIMBURSEMENT INFORMATION:**

Warrant/Check to be made payable to: Peoria Police Department

Warrant/Check to be mailed to:

Peoria Police Department

Attn: Theresa Skeivik

8351 W. Cinnabar Avenue

Peoria, Arizona 85345

## **AGREEMENT OF UNDERSTANDING AND CERTIFICATION OF COMPLIANCE**

### **Acceptance of Condition**

It is understood and agreed by the undersigned that a grant received as a result of this Contract is subject the Highway Safety Act of 1966, as amended (23 U.S.C.A. §§401-404), ARS §28-602, and all administrative regulations governing grants established by the USDOT and STATE. It is expressly agreed that this Highway Safety Project constitutes an official part of the STATE's Highway Safety Program and that AGENCY will meet the requirements as set forth in Schedules A, B, and C and the accompanying Project Director's Manual, which are incorporated herein and made a part of this Contract. All State and Federal Statutes, Rules, Regulations, and Circulars referenced in this Contract are a part of this document as if fully set forth herein. It is also agreed that no work will be performed nor any obligation incurred until AGENCY is notified in writing that this project has been approved by the Governor's Highway Safety Representative.

### **Certificate of Compliance**

This is to certify that AGENCY will comply with all of the State and Federal Statutes, Rules and Regulations identified in this Contract.

### **Certification of Non-Duplication of Grant Funds Expenditure**

This is to certify that AGENCY has no ongoing nor completed projects under contract with other Federal fund sources which duplicate or overlap any work contemplated or described in this Contract. It is further certified that any pending or proposed request for other Federal grant funds which would duplicate or overlap work described in the Contract will be revised to exclude any such duplication of grant fund expenditures. It is understood that any such duplication of Federal funds expenditures subsequently determined by audit will be subject to recovery by STATE.

### **Single Audit Act**

If your political subdivision has had an independent audit meeting the requirements of the Single Audit Act of 1984, (31 U.S.C.A. §7501 et. seq.), please forward a copy to GOHS, Attention: Fiscal Services Officer, within thirty (30) days of the effective date of this Contract. If such audit has not been performed, please advise when it is being scheduled.

### **Lobbying Restrictions**

#### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

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

- A. 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.

- B. 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 will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The undersigned will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients will certify and disclose accordingly.
- D. 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 31 USC §1352. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Signature of Project Director:**

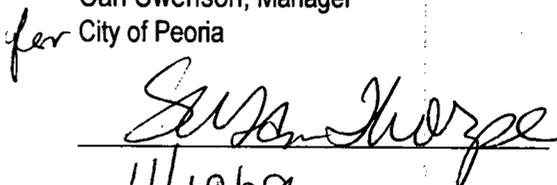
Larry Ratcliff, Chief  
Peoria Police Department



11-19-09                      623-772-7059  
Date                                      Telephone

**Signature of Authorized Official of Governmental Unit:**

Carl Swenson, Manager  
for City of Peoria



11/19/09                                      \_\_\_\_\_  
Date    Telephone

