

**City of Carson City
Agenda Report**

Date Submitted: April 10, 2012 **Agenda Date Requested:** April 19, 2012
Time Requested: Consent Agenda

To: Mayor and Supervisors

From: Carson City Sheriff's Office

Subject Title: For Possible Action: To accept grant number 22-408TR-5.2, Citation Device Compatibility Upgrade in the amount of \$12,486. (Ken Furlong)

Staff Summary: This grant has been awarded by the Nevada Department of Public Safety, Office of Traffic Safety and will be used to purchase hand held citation devices which are compatible with the NCATS Modernization software. These devices enable traffic crash and citation data to be electronically maintained and transmitted, thus freeing up law enforcement resources for other necessary duties while creating a valid data set to assist management in determining priorities for resource allocation.

Type of Action Requested: (check one)

☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to accept grant number 22-408TR-5.2, Citation Device Compatibility Upgrade in the amount of \$12,486.

Explanation for Recommended Board Action:

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: This award will result in an agency contribution of \$2,120.

Explanation of Impact: Grant rules prohibit the use of grant funds for the purchase of equipment warranty. The grant will fund eight citation units – the cost for each three-year warranty is \$265.

Funding Source: Sheriff's Office budget

Alternatives: No participation in the program.

Supporting Material: Project Agreement and Authorization to Proceed

Prepared By: Kathie Heath, Business Manager

Reviewed By:

(Department Head)

(City Manager)

(District Attorney)

(Finance Director)

Date:

Date:

Date:

Date:

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



Nevada Office of Traffic Safety

555 Wright Way
Carson City, Nevada 89711-0525
Telephone (775) 684-7470 • Fax (775) 684-7482

FOR OTS USE ONLY

AUTHORIZATION TO PROCEED

CFDA #20.600

Grant Project Title: Citation Device Compatibility Upgrade -- NCATS

Grant Project Number: 22-408TR-5.2

Effective Date: March 23, 2012, Sub-grantee: Carson City Sheriff's Office is authorized to proceed with the above project and to request reimbursement for expenses up to the authorized amount of \$ 12,486.

Authorizing Signature:

Highway Safety Coordinator, NV DPS-OTS

3-23-12

Date

Project Agreement
(incorporates Schedules A, B & C)
to be completed by OTS

Project Title: Citation Device Compatibility Upgrade		Project Number: 22-408TR-5.2	
Applicant Agency: Carson City Sheriff's Office		Governmental Unit: Carson City	
Grant Period: From: March 16, 2012		To: September 30, 2012	
PROJECT PURPOSE: To purchase equipment compatible with the NCATS Modernization software, enabling traffic crash and citation data to be electronically maintained and transmitted, thus freeing up law enforcement resources for other necessary duties while creating a valid data set to assist management in determining priorities for resource allocation.			
Federal Funds Funding Level	FFY2012	\$ 12,486	CFDA # 20.610
Source of Funds		Federal Share: 100%	Non-Federal:
ACCEPTANCE OF CONDITIONS: It is understood and agreed by the undersigned that a grant received as a result of this agreement is subject to Public Law 89-564 (Highway Safety Act of 1966) and Nevada Revised Statutes, Chapter 223.200 and all administrative regulations governing grants established by the U.S. Department of Transportation and the State of Nevada. It is expressly agreed that this project constitutes an official part of the State's Highway Safety Plan and that said Applicant Agency will meet the requirements as set forth herein, including Schedules A, B & C which are incorporated herein and made a part of this agreement. The Applicant Agency MAY NOT proceed with this project, or any portion thereof, until funds are appropriated by the U.S. Congress and written authorization is received from the Office of Traffic Safety. It is also understood by the Applicant Agency that any funds expended prior to receipt of the written/signed/dated Authorization to Proceed WILL NOT be reimbursed.			
Department of Public Safety		Authorizing Official - Governmental Unit	
Signature:	Date:	Signature:	Date:
Name: Traci Pearl		Name: Ken Furlong	3/17/12
Title: Highway Safety Coordinator, DPS-OTS		Title: Sheriff	
		Project Director	
		Signature:	Date:
		Name: Scott McDaniel, Sergeant OR Kathie Heath, Business Manager	3/16/12
		Title: See above	

Attached hereto and incorporated by reference:

- Agency Information Sheet
- Schedule A – Project Information
- Schedule B – Project Budget Itemization
- Schedule C – Agreement of Understanding and Compliance

SCHEDULE B: BUDGET
to be completed by Applicant Agency

PROJECT BUDGET ITEMIZATION:

Federal Grant Funding Requested for:

Item	# Units	Vendor	Unit Cost	Total Cost	Delivery Schedule
Motorola MC75A electronic citation devices	8	Motorola Corp.	\$1,461.60	\$11,692.80	2 weeks from time of order
USB Power Cables	8	Motorola Corp.	\$41.00	\$328.00	2 weeks from time of order
AC Line Cords	8	Motorola Corp.	\$5.00	\$40.00	2 weeks from time of order
4 Bay Cradles	1	Motorola Corp.	\$425.00	\$425.00	2 weeks from time of order
Motorola 3 year "no fault" warranty	8	Motorola Corp.	\$265.00	\$2,120.00	2 weeks from time of order
TOTAL				\$14,605.80 12,480	80 NOT ELIGIBLE JP

Budget Justification: (A brief statement describing why the item(s) in the budget are needed to reach project goals and objectives.)

The equipment to be purchased with this grant is what has been recommended by the pilot agencies as well as Brazos. The MC75A is currently being used by several agencies and has been recommended as the most compatible device. Use of the older equipment listed in previous sections of this grant application would result in inefficient, ineffective, and inaccurate data collection. If we are unable to acquire the new devices personnel will be required to manually enter data by both Carson City Sheriff's Office Records Dept. and by the Carson City Municipal/Justice Courts. This is the primary reason we stopped issuing paper citations and implemented electronic citation and crash reporting.

This purchase of these devices will ensure that Carson City Sheriff's Office will be able to continue providing the state with accurate and timely data collection as well as enable patrol deputies to increase their enforcement of traffic laws thereby reducing traffic related death, injury and property damage. It will also allow us a more effective evaluation tool for determining areas of risk and areas in which to increase traffic enforcement through data collection provided by these devices.

Traci Pearl

From: Benjamin West
Sent: Friday, March 16, 2012 12:03 PM
To: McDaniel, Scott (Carson City SO); kheath@carson.org
Cc: Pearl, Traci (NV OTS)
Subject: Motorola Fixed Deliverables Grant

FYI, we can't cover the warranties for the devices on the grant, but can approve the remaining amount. Please contact Traci regarding this, as I'm going out of town for training. She will take care of the correspondence on this until I get back.

Thanks,

Ben

Ben West, CPM
Traffic Records Program Coordinator
Nevada DPS-Office of Traffic Safety
Office: (775) 684-7478
Cell: (775) 315-1200
Fax: (775) 684-7482

Zero Fatalities
Drive Safe Nevada

3/16/2012

Officer Training – Regular Duty

Officer Training – Over Time

Over Time Wages – Sub Total	\$1,383.28
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OFFICER	# OF HOURS	RATE	SALARY	PERS	MEDICARE	WORKERS COMP	INSURANCE	TOTAL
Sgt. Scott McDaniel	5	37.83	189.43	75.30	2.75	12.54	20.15	<u>300.16</u>
Sgt. Regular Wages Sub Total								\$300.16

Sergeant Training the Officers – Over Time Hours – shift training

OFFICER	# OF HOURS	RATE	SALARY	PERS	MEDICARE	WORKERS COMP	INSURANCE	TOTAL
Sgt. Scott McDaniel Day Shift TOT	3	56.83	170.49		2.47	11.29		184.25
Sgt. Scott McDaniel Swing Shift TOT	3	56.83	170.49		2.47	11.29		184.25
Sgt. Scott McDaniel Week end TOT	3	56.83	170.49		2.47	11.29		<u>184.25</u>
Sgt. Training Over Time Wages Sub Total								\$552.75

Sergeant Over Time Software Setup Inventory and Testing of 8 Units

OFFICER	# OF HOURS	RATE	SALARY	PERS	MEDICARE	WORKERS COMP	INSURANCE	TOTAL
Sgt. Scott McDaniel	20	56.83	1,136.60		16.40	75.20		<u>1,228.20</u>
Sgt. Setup Over Time Wages Sub Total								\$1,228.20

GRAND TOTAL FOR IN-KIND \$6,938.31