

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: July 1, 2014

ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS:

This agenda item includes the requests authorization to submit a grant through the Governor's Office of Highway Safety for overtime and equipment. This grant includes financial support for DUI deployments, school zone enforcement and equipment needed in alcohol related investigations.

CONTRACT NUMBER (If applicable) HS-FY2015-Pima County Sheriff's Office-00013

STAFF RECOMMENDATION(S)

The Pima County Sheriff's Department recommends and further requests consideration to move forward with submitting this Grant

Page 1 of 2

CLERK OF BOARD USE ONLY

BOS MTG DATE: _____

ITEM NO. _____

PIMA COUNTY COST: \$ 0.00 _____ and/or REVENUE TO PIMA COUNTY
\$ Unknown _____

FUNDING SOURCE(S): State Grant
(i.e. General Fund, State Grant Fund, Federal Fund, Stadium Dist. Fund, etc.)

ADVERTISED PUBLIC HEARING: YES NO

BOARD OF SUPERVISORS DISTRICT: 1 2 3 4 5 All

IMPACT:

IF APPROVED:

If approved, the Pima County Sheriff's Department would receive financial support for continued DUI and traffic safety operations throughout fiscal year 2015. The awarded amount of \$100,000.00 will be distributed by the DUI Abatement Council through the Governor's Office of Highway Safety.

IF DENIED:

If this resolution is denied, the Pima County Sheriff's Department will not be eligible for the requested grant funds. This would negatively impact the amount of DUI and traffic enforcement conducted in Pima County.

DEPARTMENT NAME:

Sheriff

CONTACT PERSON: **Sergeant Dawn Barkman**_TELEPHONE NO.: **351-6480**

RESOLUTION NO. 2014 - _____,

APPROVING AND AUTHORIZING SUBMISSION OF A GRANT PROPOSAL TO THE GOVERNOR'S OFFICE OF HIGHWAY SAFETY FOR DUI ENFORCEMENT. THIS GRANT REQUEST WILL BE FOR \$100,000.00.

The **PIMA COUNTY SHERIFF'S DEPARTMENT** requests authorization to submit DUI Abatement Grant DUIAC-E-045 in the amount of \$100,000.00 to be used for funding overtime, employee related expenses, and enforcement equipment to conduct DUI and traffic enforcement programs as part of the Southern Arizona DUI Task Force.

IT IS FURTHER RESOLVED that the Sheriff of Pima County or his designee is empowered to sign any and all documents to effectuate the attached Grant request.

DATED this _____ day of _____, 2014

PIMA COUNTY BOARD OF SUPERVISORS

Chair, Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:



Deputy County Attorney



Pima County Sheriff's Department

1750 E. Benson Highway • Tucson, AZ 85714-1758
Phone 520-351-4600 • Facsimile 520-351-4622
www.pimasheriff.org

Clarence W. Dupnik
Sheriff

Christopher Nanos
Chief Deputy

Keeping the Peace and Serving the Community Since 1865

June 17, 2014

The Honorable Sharon Bronson, Chairperson
Pima County Board of Supervisors
130 West Congress
Tucson, Arizona 85701

**RE: DUI Abatement Grant Program
DUIAC-E-045 \$100,000.00**

Dear Chairperson Bronson:

The Pima County Sheriff's Department is recognized as a leader in the field of DUI enforcement and traffic safety. The PCSD works in collaborative efforts with the Governor's Office of Highway Safety to promote DUI and traffic enforcement along with education.

The Pima County Sheriff's Department requests your consideration for the attached DUI Abatement Grant Program submitted under Agreement Number DUIAC-E-045. The additional funding and equipment will provide the Pima County Sheriff's Department with enhanced capabilities to deter and enforce DUI laws and provide safer travel throughout Pima County.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Clarence W. Dupnik".

Clarence W. Dupnik
Sheriff of Pima County

CWD/dmb



JANICE K. BREWER

GOVERNOR

ALBERTO GUTIER

DIRECTOR

GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

ROBERT HALLIDAY

CHAIRMAN

DUI ABATEMENT COUNCIL



May 21, 2014

PROJECT REFERENCE:

Contract No.: DUIAC-E-045

Contract Title: DUI Abatement

Clarence Dupnik, Sheriff
Pima County Sheriff's Department
1750 E. Benson Highway
Tucson, AZ 85714

Dear Sheriff Dupnik:

Enclosed are two (2) copies of the referenced DUI Abatement Council Agreement for your review and signature. This is ***not*** an authorization to proceed with the project.

Please complete the following steps:

1. Please review the entire agreement as there have been **significant changes** throughout the agreement;
2. Have your fiscal staff complete the Reimbursement Instructions (page 18) of both copies;
3. As Project Director, sign and date the signature page of both copies;
4. Obtain the signature of Ramón Valadez, Chairman, Pima County Board of Supervisors, as the Authorized Official of Governmental Unit, on the signature page of both copies;
5. Return all signed copies of the Agreement to 3030 North Central Avenue, Suite 1550, Phoenix, AZ 85012.

Please ***do not*** incur any costs at this time as it would nullify the Agreement. Once the signed copies are received, the Chairman of the Oversight Council on Driving or Operating Under the Influence Abatement will approve the Agreement, and a signed original executed Agreement with a letter of authorization to proceed will be forwarded to you.

Sincerely,

Alberto Gutier, Director
Governor's Highway Safety Representative

Enclosures

AG: ptc



JANICE K. BREWER
GOVERNOR

ALBERTO GUTIER
DIRECTOR
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE



INVOICE Form for Up-front Funding on Enforcement Grants

In accordance with the policy established by the DUI Abatement Council authorizing up-front funding for Enforcement and Innovative grants, your agency may receive the grant funding that has been authorized, upon execution of the grant Agreement. An Invoice form is provided for you to submit, or you may use your own invoice form. Your agency may still use the reimbursement method if you should so choose.

Invoice

APPLICANT AGENCY Pima County Sheriff's Department
ADDRESS 1750 East Benson Highway, Tucson, AZ 85714
AGENCY CONTACT Dawn Barkman
AGREEMENT NUMBER DUIAC- E-045
PROJECT TITLE DUI Abatement

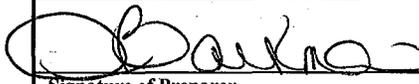
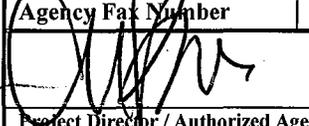
To: Governor's Office of Highway Safety
3030 N. Central Ave, Ste 1550
Phoenix, AZ 85012
Phone 602-255-3216

Invoice: Please pay the DUIAC Grant amount awarded from this invoice.

COST CATEGORY	Project Period SFY 2014-2015
I. Personnel Services	\$ 71,429.00
II. Employee Related Expenses	\$ 28,571.00
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. Capital Outlay	\$0.00
TOTAL DUE:	\$100,000.00

GRANT PERIOD FROM: 06-01-2014 TO: 05-31-2015

The undersigned hereby certify that Reports of Costs Incurred (RCI) will be provided to GOHS as funds are expended from these up-front awarded funds, and that all expenses will be in accordance with the subject Agreement.

	Dawn Barkman	06/10/14
Signature of Preparer	Printed Name	Date
Agency Telephone Number	520-351-6480	
Agency Fax Number	520-351-6400	
	Owen M. Pastore	6/15/14
Project Director / Authorized Agency Official	Printed Name	Date

DO NOT WRITE BELOW - FOR GOHS USE ONLY

Approved to pay:	
Logged In - Initial/Date	Project Coordinator



DUI ABATEMENT GRANT PROGRAM
GRANT AGREEMENT



JANICE K. BREWER
Governor

The Oversight Council on Driving or Operating Under the Influence Abatement is hereafter referred to as the DUI Abatement Council, DUIAC or Council in this agreement. This page and the DUIAC Project Director's Manual incorporated herein by reference constitute the entire agreement between the parties hereto unless deviation is authorized in writing by the DUI Abatement Council.

APPLICANT AGENCY

Pima County Sheriff's Department

ADDRESS

1750 East Benson Highway, Tucson, AZ 85714

GOVERNMENTAL UNIT

Pima County

ADDRESS

130 W Congress St, 11th Floor, Tucson, AZ 85701

AGREEMENT NUMBER

DUIAC-E-045

PROGRAM AREA

Enforcement

AGENCY CONTACT

Dawn Barkman

PROJECT TITLE

DUI Abatement

BRIEFLY STATE PURPOSE OF PROJECT:

DUI Abatement (E) funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI Enforcement and Education throughout the County of Pima.

BUDGET

COST CATEGORY

Project Period
SFY 2014-2015

I.	Personnel Services	\$ 71,429.00
II.	Employee Related Expenses	\$ 28,571.00
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.	Capital Outlay	\$0.00
	TOTAL ESTIMATED COSTS	\$100,000.00

PROJECT PERIOD

FROM: Effective Date (*Date of DUIAC
Chairman Signature*)

TO: 05-31-2015

CURRENT GRANT PERIOD

FROM: 06-01-2014

TO: 05-31-2015

TOTAL DUI ABATEMENT FUNDS OBLIGATED FOR THIS AGREEMENT PERIOD: \$100,000.00

A political subdivision or state agency that is mandated to provide a certified resolution or ordinance authorizing entry into this agreement must do so prior to incurring any expenditures. Failure to do so may result in termination of the awarded agreement.

PROBLEM IDENTIFICATION AND RESOLUTION:**Agency Background:**

In total, the Pima County Sheriff's Department makes over 100 DUI arrests each month, the Support Operations Division deputies participate in roughly half of these arrests. The Support Operations Division deputies are frequently called upon to complete and further a DUI investigation initiated by the Patrol Division deputies in an effort to allow the patrol units to return to their busy districts to take calls.

The Support Operations Division deputies bring expertise and experience to the DUI investigation, later enhancing the prosecution's effort in court. Eighty percent (80%) of the deputies assigned to the Support Operations Division are Certified Drug Recognition Experts. Ninety percent (90%) of the deputies assigned to the Support Operations Division are Phlebotomists. Due to the vast area that encompasses Pima County and the numerous miles of roadways requiring police presence, the Pima County Sheriff's Department is committed to the strictest of all traffic laws and alcohol related statutes.

Although in recent years fatal collisions across the country have been reduced, roughly forty percent (40%) of remaining fatal motor vehicle collisions involved impaired drivers. In Pima County, more than forty percent of fatal collisions, numerous serious injury collisions and property damage collisions (including hit and run collisions) involve alcohol and/or drug impaired drivers.

Agency Problem:

By conducting additional enforcement and utilizing additional staffing and overtime, the Pima County Sheriff's Department is looking to decrease the number of DUI related incidents and traffic collisions involving alcohol and/or drugs. DUI sobriety checkpoints, saturation patrols, and multi-agency deployments require a large amount of resources and personnel to fulfill the operational necessities of a successful operation. It has become harder to staff these operations without the aid of overtime funding. DUI sobriety checkpoints are labor intensive functions that provide enforcement and importantly, an educational component to inform the public and deter impaired driving on the roadways. The overtime requested would be for DUI sobriety checkpoints and DUI saturation patrols. These grant funds will enable the deployments to be properly staffed by qualified personnel.

Agency Attempts to Solve Problem:

Support Operation deputies are called upon to assist Patrol Division deputies with DUI investigations, or even to complete and further DUI investigations when manpower in the Districts is short. This allows patrol deputies to remain in their busy districts handling calls. The Support Operations Division deputies bring expertise and experience to the DUI investigations; whether they are assisting patrol deputies, or handling the DUI investigation. Their expertise is apparent when these cases go to trial.

The Pima County Department of Transportation has assisted with public education and awareness of impaired driving by posting thirty "Don't Drive Impaired" signs throughout Pima County. The Southern Arizona DUI Taskforce is working in collaboration to seek out local businesses willing to step forward and become involved in DUI education and deployments. Specifically, the Taskforce is looking to work with local cab companies to address problems associated with drinking and driving.

Agency Funding:

State DUI Abatement (E) funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI Enforcement and Education throughout the County of Pima.

How Agency Will Solve Problem With Funding:

The overtime funds will be used for DUI taskforce deployments, DUI sobriety checkpoints, DUI saturation patrol operations, compliance inspections, and underage drinking enforcement. The Southern Arizona DUI

Taskforce, with its respective members have been successful in participating in joint multi-agency deployments such as DUI sobriety checkpoints and DUI saturation patrols. The Pima County Sheriff's Department plans on participating in several additional multi-agency deployments throughout the 2014-2015 year.

TRAFFIC DATA SUMMARY

DESCRIPTION	LAST YEAR (2013)	TWO YEARS AGO (2012)	THREE YEARS AGO (2011)
ALCOHOL-RELATED FATALITIES	25	19	13
ALCOHOL-RELATED INJURIES	81	67	79
TOTAL DUI ARRESTS	1591	1750	2124
TOTAL MISDEMEANOR DUI ARRESTS	1537	1704	2019
TOTAL AGGRAVATED DUI ARRESTS	54	46	105
TOTAL EXTREME DUI .15 ARRESTS	132	265	208
TOTAL DUI-DRUG ARRESTS	15	32	23
DUI PRIOR	197	184	162
TOTAL DRE EVALUATIONS	41	27	20
SOBER DESIGNATED DRIVERS CONTACTED	192	251	234
UNDERAGE ALCOHOL VIOLATIONS - TITLE 4	410	596	609
UNDERAGE DUI ARRESTS	53	62	85
UNDERAGE DUI-DRUG ARRESTS	0	0	0

GOALS/OBJECTIVES:

State DUI Abatement (E) funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI Enforcement and Education throughout the County of Pima. The following goals and objectives shall be accomplished as a result of this funding:

ALCOHOL / DUI-Enforcement

Expenditures of funding pertaining to Impaired Driving or Operating Enforcement including Personnel Services and ERE, shall comply with the Impaired Driving or Operating Program Goals of the DUI Abatement Council in conjunction with those provided by the Arizona Governor's Office of Highway Safety. The Impaired Driving or Operating Program Goal is to reduce the incidence of alcohol and drug related driving or operating, fatalities and injuries through enforcement, education and public awareness and through innovative programs throughout the State of Arizona. Law Enforcement personnel participating in Impaired Driving or Operating Enforcement/DUI activities including DUI Task Force details under this program shall be HGN/SFST certified.

MEDIA RELEASE

To prepare complete press release information for media (television, radio, print and on-line) during each campaign period including a main press release, schedule of events, departmental plans and relevant data. **The material will emphasize the campaign's purpose, aggressive enforcement and the high cost of DUI / Alcohol in terms of money, criminal and human consequences.**

The Pima County Sheriff's Department will maintain responsibility for **reporting sustained DUI enforcement** activity in a timely manner. Additionally, it is the responsibility of the Pima County Sheriff's Department to report all holiday task force enforcement statistics in which they participate to GOHS on-line at the GOHS website **no later than 10:00a.m. the morning following each day of the event.**

PLEASE NOTE: Failure to submit Statistics, Quarterly Reports and/or RCIs on time and correctly may delay reimbursement for expenditures to your agency, or a cancellation and return of unexpended advanced funding.

METHOD OF PROCEDURE:

The Pima County Sheriff's Department will implement the following strategies to meet the outlined goals and objectives:

The Pima County Sheriff's Department will make expenditures as follows to meet the outlined Program Goals/Objectives:

Personnel Services – To support Overtime for Alcohol/Impaired Driver Activities

Employee Related Expenses – To support Employee Related Expenses for Agency Overtime

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 DUI Abatement Council 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 Oversight Council on Driving or Operating Under the Influence.

BAC TESTING AND REPORTING REQUIREMENTS:

Alcohol impairment is a major contributing factor in fatality and serious injury motor vehicle collisions. 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 and consistently below the documented average among the states in the Blood Alcohol (BAC) testing of drivers involved in fatal motor vehicle collisions.

Each law enforcement agency that receives an enforcement-related grant is required to ensure that this accurate data on all drivers involved are 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 state funds are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police (IACP) that are currently in effect.

PROJECT EVALUATION:

This project shall be administratively evaluated to ensure that the objectives have been met.

Quarterly Report

The Quarterly Report (QR) purpose is to provide information on agreement grant activities conducted at the conclusion of each respective quarter. The information provided is used to review progress of the funded project and the successfulness in meeting outlined goals and objectives. The information, photos, highlights, obstacles, and mandatory statistical data provided in this report are analyzed by the assigned project coordinator. It is critical that the on-line report contains the following information:

- **Original signatures on all Quarterly Reports and RCI's**
 - **Signatures must include Project Director unless prior authorization for another is on file with GOHS.**

Report Schedule

Reporting Period	Due Date
2014-2 Quarterly Report (April 1 to June 30)	July 30, 2014
2014-3 Quarterly Report (July 1 to September 30)	October 30, 2014
2014-4 Quarterly Report (October 1 to December 31)	January 30, 2015
2015-1 Quarterly Report (January 1 to March 31)	April 30, 2015
2015-2 Quarterly Report (April 1 to June 30)	July 30, 2015
Final Statement of Accomplishment	Within 30 days after Agreement end date

The Quarterly Report **shall be completed on the available on-line form and submitted by mail** to the DUI Abatement Council at the Governor's Office of Highway Safety. The Quarterly Report title is based on the 3 month calendar period (Year-Calendar Quarter). **Note:** The "Quarterly Summary DUI Enforcement Report must be included with each Quarterly Report and Final Statement of Accomplishment if applicable.

Final Statement of Accomplishments

The Project Director shall submit a Final Statement of Accomplishments Report to the DUI Abatement Council **no later than 30 days following the agreement end date**. All agencies receiving funding are required to submit a Final Statement of Accomplishments Report.

Note: Failure to comply with the outlined DUI Abatement Council reporting requirements may result in withholding of state funds or termination of the agreement and return of any unexpended advanced funds.

PROFESSIONAL AND TECHNICAL PERSONNEL:

Clarence Dupnik, Sheriff, Pima County Sheriff's Department, shall serve as Project Director.

Dawn Barkman, Sergeant, Pima County Sheriff's Department, shall serve as Project Administrator.

Philip Corbell, 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 at a minimum on a quarterly basis in correlation with the required

report. Agencies may submit additional RCI's forms for expenditures when funds have been expended for which reimbursement is being requested.

RCI's shall be typed and delivered via mail or hand with appropriate supporting documentation, delivered to the Governor's Office of Highway Safety. **Electronically submitted RCI's will not be accepted.** Final RCI's will not be accepted after thirty (30) days after the conclusion of the Agreement end date. **Expenditures submitted after the expiration date will not be reimbursed and the agency will accept fiscal responsibility.**

The RCI template and instructions are available on the Governor's Office of Highway Safety website at <http://www.azgohs.gov/grant-opportunities/>. Failure to meet the reporting requirements may be cause to terminate the project.

PROJECT MONITORING:

DUI Abatement Council grant project monitoring is used by GOHS project coordinators to track the progress of project objectives, performance measures and compliance with applicable procedures, laws, and regulations.

The process is used throughout the duration of the agreement project and serves as a continuous management tool. Project monitoring also presents a good opportunity for developing partnerships, sharing information and providing assistance to contracted agencies. Additionally, project monitoring outlines a set of procedures for project review and documentation.

Project monitoring also serves as a management tool for:

- Detecting and preventing problems
- Helping to identify needed changes
- Identifying training or assistance needed
- Obtaining data necessary for planning, and evaluation
- Identifying exemplary projects

Types of Monitoring

Monitoring is formal and informal, financial and operational. The most common types of monitoring are:

- Ongoing contact with the contracted grantee through phone calls, e-mails, correspondence, and meetings
- On-Site and/or In-House monitoring reviews of project operations, management, and financial records and systems
- Review of project Quarterly Reports
- Review and approval of Requests for Cost Incurred (RCIs)
- Desk review of other documents in the project-grant files for timely submission and completeness

Monitoring Schedule	
Total Awarded Amount	Type of Monitoring
Under \$50,000.00	Desk Review/Phone Conference.
\$50,000.01-\$99,999.99	In-House GOHS Review
\$100,000+	On-Site

Capital Outlay Greater than \$25,000.00 (combined)	On-Site
Desk Review and Phone Conference	Internal Review of all written documentation related to agreement project including but not limited to agreement, quarterly reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. A phone conference call conducted during the course of the project which includes the date and time of the call, the person/s contacted and the results. Serves as an informational review to determine progress of programmatic/financial activities. Both the designated project administrator and fiscal contact should be present, if possible, during the phone conference. If identified financial or operational problems are present, GOHS reserves the right to bring the grantee in for an in-house meeting at GOHS. Monitoring form written by Project Coordinator, any findings or areas of improvement, concern or recognition will be provided to the grantee.
In-House Review	Documents performance review results including project activities, reimbursement claims review, equipment purchases, approvals, and other information. Reviews applicable information related to the project(s) including but not limited to agreement, quarterly reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. Completed at GOHS in a meeting with appropriate operational and financial personnel. Monitoring form written by Project Coordinator, any findings or areas of improvement, concern or recognition will be provided to the grantee.
On-Site Monitoring	Documents performance review results including project activities, reimbursement claims review, equipment purchases, and other information. Reviews applicable information related to the project(s) including but not limited to agreement, quarterly reports, enforcement data, financial data, e-mails, letters, notes, press releases, photographs, inventories, and other written correspondence. Conducted on-site at the grantee's agency with monitoring form completed on-site by Project Coordinator. Any findings or areas of improvement, concern, or recognition, will be provided to the grantee.

On-site and/or In-house monitoring for grantees of designated projects with large capital outlay purchases, personnel services, and complex projects must be completed within the second or third quarter of the Agreement period. Contracted projects displaying any problems might need on-site monitoring more than once during the fiscal year.

On-site and/or In-house monitoring includes a review and discussion of all issues related to assure the effective and administration of the contracted project. The following are the most important items to review:

- Progress toward meeting goals/objectives and performance measures
- Adherence to the contract specifications, timely submission of complete and correct reports, including required documentation
- Quarterly reports
- Status of expenditures related to the outlined budget
- Accounting records
- Supporting documentation (training documentation, inventory sheets, photographs, press releases etc)

In addition, the designated project administrator will assure that any equipment purchased will be available for inspection and is being used for the purpose for which it was bought under the outlined contractual agreement.

Documentation

All findings will be documented on the GOHS Monitoring Form and placed in the grantee's respective state file. Findings will be discussed with the grantee designated agreement representative (project administrator, fiscal specialist) by phone and/or e-mail. All noted deficiencies will be provided to the grantee with guidance for improvement and solutions to problems. Grantees that exhibit significantly poor performance will be placed on a performance plan as outlined by the project coordinator. Grantee monitoring information will additionally provide documentation for potential funding in subsequent fiscal year grant proposal review.

PROJECT PERIOD:

The Project Period shall commence on the date the DUI Abatement Council Chairman or GOHS Director in the Chairman's stead, signs the DUI Abatement Grant Agreement and terminates on the last day of the month at the end of the one year period as indicated on the DUI Abatement Council Grant Agreement.

DURATION:

Agreements shall be effective on the date the DUI Abatement Council Chairman or GOHS Director in the Chairman's stead, signs the agreement 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 Chairman of the DUI Abatement Council at the Governor's Office of Highway Safety within ninety (90) days before the end of the project period.

The Agency shall address all requests to modify the contract to the Chairman of the DUI Abatement Council on Agency letterhead and either hand deliver or submit the request via regular mail to the GOHS office. All requests for modification must bear the signature of the Project Director.

Failure to comply may result in cancellation of the agreement. Any unexpended funds remaining at the termination of the agreement shall be released back to the DUI Abatement Fund.

ESTIMATED COSTS:

I.	Personnel Services (overtime)	\$71,429.00
II.	Employee Related Expenses	\$28,571.00
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.	Capital Outlay	\$0.00
TOTAL ESTIMATED COSTS		*\$100,000.00

*Includes all applicable training, tax, freight, and advertising costs. The DUIAC reserves the right to limit reimbursement of Employee Related Expenses from zero (0) to a maximum rate of 40 percent. This is the maximum ERE amount to be reimbursed. It is agreed and understood that the Pima County Sheriff's Department shall absorb any and all expenditures in excess of \$100,000.00.

DAILY ENFORCEMENT REPORT
(For Agency Use Only)

Month Day Year

DESCRIPTION	AGREEMENT ACTIVITY	AGENCY ACTIVITY
ALCOHOL-RELATED FATALITIES		
ALCOHOL-RELATED INJURIES		
TOTAL DUI ARRESTS		
TOTAL MISDEMEANOR DUI ARRESTS		
TOTAL EXTREME DUI .15 ARRESTS		
TOTAL AGGRAVATED DUI ARRESTS		
TOTAL DUI DRUG ARRESTS		
DUI PRIOR		
TOTAL DRE EVALUATIONS		
SOBER DESIGNATED DRIVERS CONTACTED		
UNDERAGE ALCOHOL VIOLATIONS - TITLE 4		
UNDERAGE DUI ARRESTS		
UNDERAGE DUI-DRUG ARRESTS		

QUARTERLY ENFORCEMENT REPORT
(Submitted to GOHS)

Reporting Period

DESCRIPTION	AGREEMENT ACTIVITY	AGENCY ACTIVITY
ALCOHOL-RELATED FATALITIES		
ALCOHOL-RELATED INJURIES		
TOTAL DUI ARRESTS		
TOTAL MISDEMEANOR DUI ARRESTS		
TOTAL EXTREME DUI .15 ARRESTS		
TOTAL AGGRAVATED DUI ARRESTS		
TOTAL DUI DRUG ARRESTS		
DUI PRIOR		
TOTAL DRE EVALUATIONS		
SOBER DESIGNATED DRIVERS CONTACTED		
UNDERAGE ALCOHOL VIOLATIONS - TITLE 4		
UNDERAGE DUI ARRESTS		
UNDERAGE DUI-DRUG ARRESTS		

CERTIFICATIONS AND AGREEMENTS

This AGREEMENT, is made and entered into by and between the STATE OF ARIZONA, by and through the Oversight Council On Driving Or Operating Under The Influence Abatement (DUIAC) hereinafter referred to as "STATE", and the agency named in this Agreement, hereinafter referred to as "AGENCY".

WHEREAS, the Arizona Revised Statutes (§§1303-1304), provides State funds to STATE for approved DUI Enforcement and DUI Innovative 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

WHEREAS, AGENCY must comply with the requirements listed herein to be eligible for State funds for approved DUI Enforcement and DUI Innovative projects; and

WHEREAS, AGENCY has submitted an application for State funds for DUI Enforcement and DUI Innovative 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 Agreement.
- 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 Agreement or at any time thereafter by giving thirty (30) days written notice to AGENCY by ordinary mail at the address listed on the Agreement. Failure to comply with Quarterly Report requirements may result in withholding of State funds or termination of this Agreement.
- C. AGENCY will submit a Final Report/Statement of Accomplishment at completion of the Agreement 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 Agreement.
- D. Representatives authorized by STATE will have the right to visit the site and inspect the work under this Agreement whenever such representatives may determine such inspection is necessary.

II. Reimbursement of Eligible Expenses

- A. 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".

- B. AGENCY will reimburse STATE for any ineligible or unauthorized expenses for which State funds have been claimed and reimbursement received, as may have been determined by a State audit.
- C. 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 Agreement ceases to be used in the manner as set forth by this Agreement. In such event, AGENCY further agrees to either give credit to the project cost or to another active DUI Abatement 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 Agreement.
- C. AGENCY will maintain or cause to be maintained for its useful life, any equipment purchased under this Agreement.
- D. AGENCY will incorporate any equipment purchased under this Agreement into its inventory records.
- E. AGENCY will insure any equipment purchased under this Agreement 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 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 Agreement.

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 Agreement 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 Agreement. All property, instruments, non-consumable materials, supplies, and the like, which are furnished or paid for by STATE under the terms of this Agreement, unless otherwise provided for elsewhere in this Agreement, 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 Agreement.

B. The provisions of subparagraph A apply whether or not the project agreed to 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. Arizona Procurement Code (ARS, §41-2501, et. seq.)

AGENCY and sub-grantees will use their own procurement procedures, which reflect applicable State and local laws and regulations. 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 Agreement as if fully set forth herein and AGENCY agrees to fully comply with these requirements for any procurement using grant monies from this Agreement.

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 Agreement, hereby gives its assurance that employment in connection with the subject DUI Abatement Council Grant 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 Agreement, AGENCY will be subject to and will comply with Title VI of the Civil Rights Act of 1964, 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 DUI Abatement Council Grant Project.

- B. If AGENCY fails or refuses to comply with its undertaking as set forth in these provisions, STATE 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 State financial assistance to AGENCY under the DUI Abatement Council Grant 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 DUI Abatement Council Grant Project so that it is accessible and otherwise non-discriminatory to handicapped persons.

XII. Executive Order 2009-09

It is mutually agreed that AGENCY will comply with the terms and conditions of Executive Order 2009-09, *Non-Discrimination in Employment by Government Contractors and Subcontractors*. Executive Order 2009-09 is located in Part II of the Project Director's Manual.

XIII. 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 Agreement where the provisions of mandatory arbitration apply.

XIV. Inspection and Audit, ARS §35-214

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

XV. Appropriation of Funds by the Arizona Legislature

It is agreed that in no event will this Agreement be binding on any party hereto unless and until such time as funds are appropriated and authorized by the Arizona Legislature and specifically allocated to the project submitted herein by the DUI Abatement Council and then only for the fiscal year for which such allocation is made. In the event no funds are appropriated by the Arizona Legislature or no funds are allocated for the project proposed herein by the DUI Abatement Council for subsequent fiscal years, this Agreement 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 Agreement or project that may so become null and void.

XVI. Continuation of DUI Abatement Program

It is the intention of AGENCY to continue the DUI Abatement Program identified in this Agreement once DUI Abatement Council 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.

XVII. 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.

XVIII. 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.

XIX. 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 Agreement and proceed to close said operations under the Agreement.
- 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 Agreement 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 Agreement and which have not been consumed or reached the end of its useful life will be returned to STATE upon its written request.

XX. Cancellation Statute

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

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

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 Agreement unless the notice specifies a later time.

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 Agreement is subject to ARS §28-602, and all administrative regulations governing grants established by the STATE. It is expressly agreed that this DUI Abatement Grant Project constitutes an official part of the STATE's DUI Abatement Council Program and that AGENCY will meet the requirements as set forth in the accompanying DUIAC Project Director's Manual, which are incorporated herein and made a part of this Agreement. All State Statutes, Rules, Regulations, and Circulars referenced in this Agreement 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 DUI Abatement Council Representative.

Certificate of Compliance

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

Certification of Non-Duplication of Grant Funds Expenditure

This is to certify that AGENCY has no ongoing nor completed projects under agreement with other Federal or State fund sources which duplicate or overlap any work contemplated or described in this Agreement. It is further certified that any pending or proposed request for other Federal or State grant funds which would duplicate or overlap work described in the Agreement will be revised to exclude any such duplication of grant fund expenditures. It is understood that any such duplication of Federal or State 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 Agreement. If such audit has not been performed, please advise when it is being scheduled.

REIMBURSEMENT INSTRUCTIONS

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

Name: Julia Riley

Title: Financial Services Supervisor

Telephone Number: 520 351-4734 Fax Number: 520 351-4746

E-mail Address: Julia.riley@sheriff.pima.gov

2. *Agency's Fiscal Contact:*

Name: Toni Robinson

Title: Principal Finance Accountant

Telephone Number: 520 351-3185 Fax Number: 520 351 4746

E-mail Address: toni.robinson@sheriff.pima.gov

Federal Identification Number: 26-6000543

3. **REIMBURSEMENT INFORMATION:**

Warrant/Check to be made payable to:

Pima County Sheriff's Department

Warrant/Check to be mailed to:

Pima County Sheriff's Department
(Agency)

1750 E Benson Hwy
(Address)

Tucson Az 85714
(City, State, Zip Code)

Lobbying Restrictions

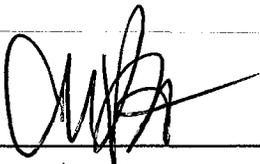
Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

- A. No State 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 the Arizona Legislature, an officer or employee of the Arizona Legislature, or an employee of a Member of the Arizona Legislature in connection with the awarding of any State contract, the making of any State grant, the making of any State loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State contract, grant, loan, or cooperative agreement.
- B. If any funds other than State 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 the Arizona Legislature, an officer or employee of the Arizona Legislature, or an employee of a Member of the Arizona Legislature in connection with this State contract, grant, loan, or cooperative agreement, the undersigned will complete and submit Standard Form, "Disclosure Form to Report Lobbying," in accordance with the Arizona Secretary of State 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.

Signature of Project Director:

Clarence Dupnik, Sheriff
Pima County Sheriff's Department



 6/18/14 580 351 4957
 Date Telephone

Signature of Authorized Official of Governmental Unit:

Sharon Bronson, Chairperson
Pima County Board of Supervisors

 Date Telephone

AUTHORITY & FUNDS

1. This Project is authorized by ARS §28-1303, and the funds authorized for this Project have been provided for by ARS §28-1304. The expenses are **reimbursable or prepaid** under DUI Abatement Council's **Enforcement** program area, as approved for by the DUI Abatement Council.

2.	A.	EFFECTIVE DATE:	B.	STATE FUNDS:
		<i>Authorization to Proceed Date</i>		<u>\$100,000.00</u>

3. **AGREEMENT AND AUTHORIZATION TO PROCEED**
by State Official responsible to Governor for the administration of the Oversight Council on Driving or Operating Under the Influence Abatement

Alberto Gutier, Director
Governor's Highway Safety Representative

Date