

Meeting of February 22, 2017

South Portland City Council
Position Paper of the City Manager

Subject:

ORDER #138-16/17 – Accepting a Bureau of Highway Safety Speed Enforcement and Equipment Grant in the amount of \$12,902.39 to be used by the Police Department. Passage requires majority vote.

Position:

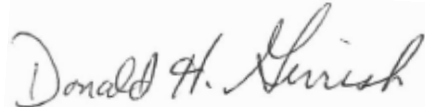
The Maine Bureau of Highway Safety invited the South Portland Police Department to participate in this year's Speed Enforcement Grant based upon traffic volume, crash statistics and previous participation. The goal of the grant is to make our enforcement actions highly visible to the public, with the effect of achieving voluntary compliance, reducing the chance of death or injury from speed-related crashes, and minimizing property damage and inconvenience to the public as a result of speed-related crashes. The \$12,902.39 grant includes \$2,000 towards the purchase of a new radar unit that will replace the oldest radar unit in our inventory.

The grant, which was submitted electronically and approved by the Bureau of Highway Safety, is scheduled to run from February 1, 2017 through September 15, 2017. The actual start date will depend on the Council's acceptance.

Chief Googins will be at Wednesday night's meeting to answer any questions.

Requested Action:

Council passage of ORDER #138-16/17.



Interim City Manager



POLICE DEPARTMENT

EDWARD J. GOOGINS
CHIEF OF POLICE

AMY J. BERRY
DEPUTY CHIEF

To: Donald Gerrish, Interim City Manager
From: Edward J. Googins, Police Chief
Date: February 7, 2017
Ref: Bureau of Highway Safety Speed Enforcement and Equipment Grant

The Maine Bureau of Highway Safety invited the South Portland Police Department to participate in this year's Speed Enforcement Grant based upon traffic volume, crash statistics and previous participation. The goal of the grant is to make our enforcement actions highly visible to the public, with the effect of achieving voluntary compliance, reducing the chance of death or injury from speed-related crashes, and minimizing property damage and inconvenience to the public as a result of speed-related crashes. The \$12,902.39 grant includes \$2,000 towards the purchase of a new radar unit that will replace the oldest radar unit in our inventory.

The grant, which was submitted electronically and approved by the Bureau of Highway Safety, is scheduled to run from February 1, 2017 through September 15, 2017. The actual start date will depend on the Council's acceptance.

Please schedule this item for Council action.



STATE OF MAINE
Department of Public Safety
Bureau of Highway Safety
164 State House Station
Augusta, Maine
04333-0164

PAUL R. LEPAGE
GOVERNOR

JOHN E. MORRIS
COMMISSIONER

02/06/2017

Chief Edward Googins
South Portland Police Department
30 Antoine Street
South Portland, ME 04106

Dear Chief Edward Googins:

Attached is the material your organization will need to administer your recently approved subgrant number PT17-042 for the 2017 Data-Driven Speed Enforcement/Equip Program project. Please review this material carefully and comply with the instructions. It is especially important that you sign and return all of the contracts to the Bureau of Highway Safety. We will send the contracts to the State Bureau of Purchases for review. The subgrant is not approved until the State Bureau of Purchases has signed the contracts. Failure to comply with grant instructions may result in delays in the cash reimbursement process and could cause the subgrant to be terminated.

As a reminder, you can not incur costs after September 30, 2017. By federal statute, the Bureau of Highway Safety can not reimburse you for costs incurred after that date. We also ask that you establish a file to maintain separate and complete records related to this project. Your accounting system must allow you to maintain separate accountability for funds received and disbursed against this project.

Please contact Ryan Reardon for assistance. We look forward to working with you to attain the highway safety benefits resulting from this project.

Sincerely,


Lauren V. Stewart, Director
Bureau of Highway Safety

attachment(s)

cc: Lt. Thomas Simonds, Project Director

OFFICES LOCATED AT: 45 COMMERCE DRIVE, SUITE 1, AUGUSTA, ME

(207)626-3840 (Voice)

(207)624-4478 (TDD)

(207)287-3042 (FAX)

PRINTED ON RECYCLED PAPER

SUBGRANT RECORD

SUBGRANTEE: South Portland Police Department

SUBGRANT #: PT17-042

PROJECT TITLE: 2017 Data-Driven Speed Enforcement/Equip Program

COORDINATOR: Ryan Reardon

	Subgrantee	Project Director	Fiscal Officer
Name	South Portland Police Department	Lt. Thomas Simonds	Greg L'Heureux
Address 1	30 Anthoine Street	30 Anthoine St	South Portland City Hall
Address 2			25 Cottage Road
City	South Portland	South Portland	South Portland
State & Zip Code	ME 04106	ME 04106-	ME 04106-
Phone Number		(207) 799-5511	(207) 767-7613
Fax Number		(207) 799-9728	(207) 767-7620
E-Mail Address		thomsi@southportland.org	glheureux@southportland.org

Approved: 02/03/2017 Start: 02/01/2017 End: 09/15/2017 Last Monitored: Audited: Closed:

AWARD INFORMATION

yr	prog# / psp# / task#	federal funds	match funds	award total	p/t %	pass thru \$	federal spent	match spent	funds drawn	federal disb.
2016	315 / 2017-17PT / 4	\$12,902.39	\$3,225.60	\$16,127.99	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total		\$12,902.39	\$3,225.60	\$16,127.99	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Original Federal Amount: \$12,902.39

Report Category: PT4217

Latest Federal Voucher:

Continuation? Prior Subgrant #:

Voucher Date: Period: to

	Budget		Cumulative Exp. Thru		Balance Remaining	
	Federal	Match	Federal	Match	Federal	Match
Personal Services	\$12,902.39	\$0.00	\$0.00	\$0.00	\$12,902.39	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$3,225.60	\$0.00	\$0.00	\$0.00	\$3,225.60
Total	\$12,902.39	\$3,225.60	\$0.00	\$0.00	\$12,902.39	\$3,225.60

Bureau of Highway Safety
164 State House Station
Augusta, ME 04333-0164

SUBGRANT PROGRAM REVISION REQUEST

SUBGRANTEE: South Portland Police Department

SUBGRANT #: PT17-042

PROJECT TITLE: 2017 Data-Driven Speed Enforcement/Equi COORDINATOR: Ryan Reardon

PROJECT DIRECTOR: Lt. Thomas Simonds

*Instructions: Indicate in Section I the type of revision requested.
In Section II provide justification for the requested change.*

SECTION I

- Project Period: Please revise the subgrant cited above to change the project period from _____ to _____ for the reasons described in Section II.
- Program Revision: Please revise the project content of the subgrant as described in Section II.
- Budget Revision: Please revise the budget per the attached "Budget Revision Request Worksheet" for the reasons described in Section II.

SECTION II (Revision Request Justification)

Send copies to Grantee if necessary.

Signature: _____ Date of Request: _____

Project Director: Lt. Thomas Simonds

Bureau of Highway Safety Use Only

Date Received: _____ Revision #: _____ Reviewed By: _____

Recorded in GMIS: _____ on _____ AdvMe Budget: _____ on _____ CT Amnd

NOTICE OF ACTION

Your Subgrant Revision Request is: Approved Approved with Conditions Denied

Remarks/Conditions: _____

Date

Lauren V. Stewart, Director
Bureau of Highway Safety

NOTICE: Retain this form in subgrant file

Bureau of Highway Safety
 164 State House Station
 Augusta, ME 04333-0164

SUBGRANT REVISION REQUEST ATTACHMENT
REVISED SUBGRANT BUDGET

SUBGRANTEE: South Portland Police Department

SUBGRANT #: PT17-042

DATE: _____

		Federal Funds	Match Funds	Totals	
PERSONAL SERVICES	1	Current Budget	\$12,902.39	\$0.00	\$12,902.39
	A	Requested Changes			
		Requested Budget			
TRAVEL	2	Current Budget	\$0.00	\$0.00	\$0.00
	B	Requested Changes			
		Requested Budget			
EQUIPMENT	3	Current Budget	\$0.00	\$0.00	\$0.00
	C	Requested Changes			
		Requested Budget			
CONSULTANTS	4	Current Budget	\$0.00	\$0.00	\$0.00
	D	Requested Changes			
		Requested Budget			
OTHER	5	Current Budget	\$0.00	\$3,225.60	\$3,225.60
	E	Requested Changes			
		Requested Budget			
	6	Total Current Funding	\$12,902.39	\$3,225.60	\$16,127.99
	F	Total Net Changes			
		Total Requested Budget			

NOTES:

The amounts in rows numbered 1-6 are the current budget (federal, match and total) for each category.

In rows lettered A-F, enter the change requested to your budget using a plus (+) or a minus (-).

In the shaded areas, please enter the requested budget amounts.



**SUBGRANT APPLICATION
FOR
HIGHWAY SAFETY
FEDERAL NHTSA FUNDS**

Lauren V. Stewart, Director
Maine Bureau of Highway Safety
45 Commerce Drive, Suite 1
164 State House Station
Augusta, ME 04333
Phone: 207-626-3840
Fax: 207-287-3042
www.maine.gov/dps/bhs

1. Grant Title	2017 Data Driven Speed Enforcement and Equipment (Municipal & County)
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2. Applicant Information	Applicant Agency	Address To Mail Checks
Name	South Portland Police Department	South Portland Police Department
Address Line 1	30 Anthoine Street	30 Anthoine Street
Address Line 2		
City and Zip Code	South Portland, Maine, 04106	South Portland, Maine 04106
Federal Employer Number	01-6000036 ✓	
DUNS Number	037710373 ✓	
State of ME Vendor Code	VC1006085021	

3. Contact Information	Individual Who Has Legal Authority to Sign this Sub-Grant Application
Name	Edward Googins
Title	Chief
Address Line 1	South Portland Police Department
Address Line 2	30 Anthoine Street
City and Zip Code	South Portland, Maine 04106
Direct Telephone Number	207-799-5511
Fax Number	207-799-9728
E-Mail Address	egoogins@southportland.org

4. Contact Information	Project Director	Financial Officer
Name	Thomas Simonds	Greg L'Heureux
Title	Lieutenant	Finance Director
Address Line 1	South Portland Police Department	South Portland City Hall
Address Line 2	30 Anthoine Street	25 Cottage Road
City and Zip Code	South Portland, Maine 04106	South Portland, Maine 04106
Direct Telephone Number	207-799-5511 x77431	207-767-7613
Fax Number	207-799-4810	207-767-7620
E-Mail Address	thomsi@southportland.org	glheureux@southportland.org
Other Contacts Involved:		

5. Project Period	February 1, 2017 – September 15, 2017
6. Population of "Project" Area	25,000 Residential/100,000 daily peak
7. Congressional District Served	[] 1 st [] 2 nd [] Both

8. Project Description Summary: Grant funds will be used to provide overtime and speed measuring equipment (radar) for the purpose of reducing crashes, fatalities, and serious injuries on State roads.

9. Budget Summary (Use Totals from Budget Worksheets)			
	Federal	Match	Total
Personal Services	10902.39		
Travel			
Equipment*(see pg. 10)			
Consultant			
Other (Radar)	2000.00	3225.60	
	12902.39	3225.60	16127.99

10. Any agency (i.e. police department, school, hospital, county) receiving a grant must have a written seat belt policy. **Does your agency have a seat belt use policy?** Yes No

11. Any agency (i.e. police department, school, hospital, county) receiving a grant must meet the requirements of the Department of Public Safety's civil rights discrimination policies; see Page 5 of application for policy requirements. **Does your agency meet the Dept. of Public Safety civil rights discrimination policies' requirements?** Yes No

12. I, the undersigned, for and on behalf of the named applicant agency, do herewith apply for this sub-grant and agree to all conditions, terms and certifications and certify our compliance with requirements outlined elsewhere in this application. **This must be the person listed in Section 3 on Page 1.**



Legal Authority Signature: _____ **Date:** 10/01/2016

DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

STD. AREA: 402/315	PSP #: 2017-17PT	TASK: 4
SUB-GRANT #: PT17-048	COORDINATOR: Dale	BHS TYPE: Highway Safety

IS THIS A <input checked="" type="checkbox"/> NEW <input type="checkbox"/> REVISED <input type="checkbox"/> CONTINUATION		PRIOR SUB-GRANT #:	
UNIT OF GOVERNMENT:		SUB-GRANT TYPE: Enforcement	
IF UNIT OF GOVERNMENT, WHAT DEPT?			
FUND s. 402	FY 2016 = \$ 1290239	P/T % = 100%	PROGRAM = PT42-17
FUND s.	FY 201 = \$	P/T % =	PROGRAM =
TOTAL FEDERAL AWARD = \$ 1290239			
FAIN : 18X9204020ME 16		CFDA :20.600	NHTSA
FAIN : 18X		CFDA :20.6	NHTSA
FEDERAL AWARD DATE : 8/27/15			

NOTICE OF AWARD: The above sub-grant was approved by the Bureau of Highway Safety on: 2/3/17
 Signed: Lauren V. Stewart
 Lauren V. Stewart, Director

NOTICE OF DENIAL: The above sub-grant was denied by the Bureau of Highway Safety on:
 Signed: _____
 Lauren V. Stewart, Director

CONDITIONS/COMMENTS: NON R&D GRANT; OTHER TERMS AND CONDITIONS APPLY.

SUBGRANT CONTRACT

DO NOT ENCUMBER

**PLEASE RETURN TO:
BUREAU OF HIGHWAY SAFETY
LAUREN STEWART, DIRECTOR
45 COMMERCE DRIVE, SUITE 1
STATE HOUSE STATION 164
AUGUSTA, MAINE 04333-0164**

SUBGRANT #: PT17-042
APPROVAL DATE: 02/03/2017
PROJECT PERIOD: 02/01/2017 TO 09/15/2017
013 16A 3151 012 6401 PT4217

The Bureau of Highway Safety, hereinafter called the subgrantor, herewith agrees to provide funds in accordance with the provisions of the Highway Safety Act of 1966, as amended, and appropriate state statutes and regulations to:

Subgrantee Legal Name: South Portland Police Department

hereinafter called the subgrantee, for the purposes and in the amounts contained in the subgrant application submitted by the subgrantee and approved by the subgrantor.

The subgrantee agrees to the terms and conditions stated in the approved subgrant application on file at the office of the subgrantor which are made a part of this contract by reference. The subgrantee agrees to comply with the reimbursement procedures required by the subgrantor and with all special conditions imposed by the subgrantor in approving the award.

The subgrantee agrees to provide the required matching contributions as specified in the approved subgrant application for your 2017 Data-Driven Speed Enforcement/Equip Program.

For the Subgrantor - Bureau of Highway Safety

Federal: \$12,902.39

01-6000036
South Portland Police Dept.
30 Anthoine Street
South Portland, ME, 04106

	_____	Director
Date:	Authorized Signature Lauren V. Stewart	Title
	_____	Chief
Date:	Authorized Signature for Subgrantee Chief Edward Googins	Title

THIS CONTRACT HAS BEEN APPROVED AS TO FORM BY THE DEPARTMENT OF THE ATTORNEY GENERAL ON MAY 6, 1996.

<p>This contract is valid only if signed by an authorized representative of the applicant and BHS and has been approved by the Maine Division of Purchases.</p> <p>This subgrant award is conditional upon subsequent legislative or executive action, federal or state, which may result in a budget rescission, deferral or revision. Approval may also be contingent upon a current year comprehensive plan approval by NHTSA.</p>

Bureau of Highway Safety
 164 State House Station
 Augusta, ME 04333-0164

Request # _____

CASH REQUEST/EXPENDITURE REPORT

SUBGRANTEE: South Portland Police Department

GRANT/INV #: PT17-042

PROJECT- L/D: 2017 Data-Driven Speed Enforcement/Equip Program

COORDINATOR: Ryan Reardon

REPORT PERIOD: _____ TO _____

		Federal Funds	Match Funds	Total Grant Funds
1	Award Amount	\$12,902.39	\$3,225.60	\$16,127.99
2	Personal Services			
3	Travel			
4	Equipment			
5	Consultants			
6	Other			
7	Total Cost this Period			
8	Cumulative Cost Prior Period			
9	Cumulative Cost to Date			
10	Balance Remaining in Grant			

11. I have included ALL required supporting documentation

12. Please check if final request

I CERTIFY, that, in accordance with the laws of the state and under terms of the approved project mentioned herein, that actual costs claimed have been incurred for the purposes specified; that no other/prior claim has been presented for payment of costs claimed herein.

13. _____

Date	Authorized Signature	Title
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14. State agencies: Indicate revenue code: fnd _____ agcy _____ org _____ appr _____ obj _____ rpt cat _____

Non-state agencies: Federal ID #: 01-6000036

Make check payable to: South Portland Police Dept.
 30 Anthoine Street
 South Portland, ME 04106

If this information is not correct, please supply BHS with a vendor update form.

Bureau of Highway Safety Use Only

Voucher #: _____ Voucher Date: ____/____/____ Reimbursement \$ _____

Accounting Review By: _____ Date: _____ Exp: _____

Coordinator Review By: _____ Date: _____ Disb: _____

Draw: _____

Approved for payment by: _____ Date: _____

Vendor Code: 01-6000036

FDA # & Title: 0 NHTSA

Doc. ID #: 16A

013 16A 3151 012 6401 PT4217 \$ _____



CITY OF SOUTH PORTLAND

PATRICIA A. SMITH
Mayor

DON GERRISH
Interim City Manager

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

EMILY F. SCULLY
City Clerk

District One
CLAUDE V. Z. MORGAN

District Two
PATRICIA A. SMITH

District Three
EBEN C. ROSE

District Four
LINDA C. COHEN

District Five
BRAD FOX

At Large
MAXINE R. BEECHER

At Large
SUSAN J. HENDERSON

IN CITY COUNCIL

ORDER #138-16/17

ORDERED, that a 2017 Speed Enforcement Grant in the amount of twelve thousand nine hundred and two dollars and thirty-nine cents (\$12,902.39) from the Maine Bureau of Highway Safety be and hereby is accepted to be used by the Police Department.

Said amount shall be credited to the 2017 Speed Enforcement Grant Account #216012-412013-17630.

Fiscal Note: \$12,902.39 Revenue

Dated: February 22, 2017