

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: May 6, 2014	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department:		
Submitted By: <u>Palm Beach County Sheriff's Office</u>		
Submitted For: <u>Palm Beach County Sheriff's Office</u>		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: Receive and File Grant Adjustment Notices 1 through 3, which amend the grant project; and Grant Adjustment 4, which extends the grant period from March 31, 2014 through September 30, 2014.


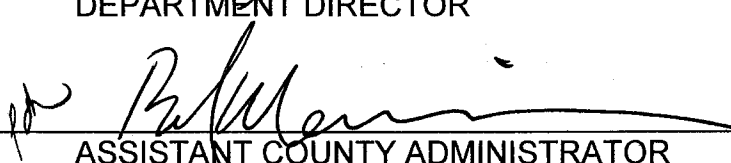
Summary: On October 16, 2012, the Board of County Commissioners accepted this award to provide \$376,252 in reimbursable funding. The original grant period was October 1, 2012 through March 31, 2014 (R-2012-1583). The purpose of this grant is to increase the efficiency of the crime lab through equipment, contractual services and training support. Grant Adjustments 1 through 3 modifies the scope of the project, which does not impact the award value or time period. However, Grant Adjustment #4 extends the grant period from March 31, 2014 through September 30, 2014. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required. Countywide. (PGE)

Background and Justification: The U.S. Department of Justice, Office of Justice Programs (OJP), National Institute of Justice (NIJ) FY 2012 Forensic DNA Backlog Reduction Program furthers the U.S. Department of Justice's mission by offering an opportunity for states and units of local government with existing crime laboratories that conduct DNA analysis to handle, screen, and analyze backlogged forensic DNA casework samples, as well as to improve DNA laboratory infrastructure and analysis capacity, so that forensic DNA samples can be processed efficiently and cost effectively. These improvements are critical to preventing future DNA backlogs and to helping the criminal justice system use the full potential of DNA technology. The Catalog of Federal Domestic Assistance (CFDA) number is 16.741 and the grant number is 2012-DN-BX-0035.

Attachments:

- 1. Grant Adjustment 4
- 2. Grant Adjustment 3
- 3. Grant Adjustment 2
- 4. Grant Adjustment 1
- 5. R-2012-1583

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RECOMMENDED BY:		4/15/14
	DEPARTMENT DIRECTOR	DATE
APPROVED BY:		4/23/14
	ASSISTANT COUNTY ADMINISTRATOR	DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	0				
Operating Costs	0				
External Revenues	(\$0)				
Program Income (County)					
In-Kind Match (County)	0				
Net Fiscal Impact	*0				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES X NO

Budget Account No.: Fund 1152 Agency 160 Org 2232 Object 3129

Reporting Category

B. Recommended Sources of Funds / Summary of Fiscal Impact:

*No additional fiscal impact-time extension only.

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

OFMB Fiscal and/or Contract Administration

[Signature] 4/18/2014

[Signature] 4/18/2014

OFMB

Mr. J. Jacobson 4/21/14
Contract Administration
4-21-14 B. W. Hall

B. Legal Sufficiency:

Legal Sufficiency:

Carmel E. Aldred 9/22/14
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Sheriff Office	Project Period:	10/01/2012 - 09/30/2014
Grantee Address:	3228 Gun Club Road WEST PALM BEACH, 33406	Program Office:	NIJ
Grantee DUNS Number:	18-280-9921	Grant Manager:	Mark Nelson
Grantee EIN:	59-6000786	Application Number(s):	2012-90252-FL-DN
Vendor #:	596000786	Award Number:	2012-DN-BX-0035
Project Title:	FY 2012 Forensic DNA Backlog Reduction Program, Palm Beach County Sheriff's Office		Award Amount: \$376,252.00

Change Project Period			
Current Grant Period:	Month: 17 Day: 30	New Grant Period:	Month: 23 Day: 29
Project Start Date:	10/01/2012	*New Project Start Date:	10/01/2012
Project End Date:	03/31/2014	*New Project End Date:	09/30/2014
*Required Justification for Change Project Period:			
The PBSO Crime Laboratory Forensic Biology Unit respectfully requests a six-month extension to the project end period for DNA Backlog Reduction Grant 2012-DN-BX-0035 until September 30, 2014.			
Attachments:			
None			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	12/09/2013 12:00 PM
Submitted	PO - Grant Manager	caraballob	12/04/2013 10:32 AM

The PBSO Crime Laboratory Forensic Biology Unit respectfully requests a six-month extension to the project end period for DNA Backlog Reduction Grant 2012-DN-BX-0035 until September 30, 2014.

The 2012 DNA Backlog Reduction Grant currently has \$66,220 in funds allocated under the Contracts Category for the validation of the AB 3500xl Genetic Analyzer. At present time it is not realistic that this contract can be initiated and completed by the current project end date of March 31, 2014. It has always been stipulated that the initiation of this validation contract would not begin until the conclusion of the CODIS Consortium Validation Project at which point the PBSO FBU would be able to make an informed decision as to which expanded STR loci kit would be selected for future casework. Due to the extreme delay in the release of Life Technologies' GlobalFiler STR kit and additional troubleshooting required by this study, the end of the FBU's participation in the CODIS Consortium is not expected until late January 2014. The laboratory has been in contact with Sorenson Forensics, the selected vendor for this project, and they have confirmed that they will be able to initiate and complete the validation project within the six month extension.

Please let me know if you have any questions or require additional information.

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information					
Grantee Name:	Palm Beach County Sheriff Office	Project Period:	10/01/2012 - 03/31/2014	GAN Number:	003
Grantee Address:	3228 Gun Club Road WEST PALM BEACH, 33406	Program Office:	NIJ	Date:	12/06/2013
Grantee DUNS Number:	18-280-9921	Grant Manager:	Mark Nelson		
Grantee EIN:	59-6000786	Application Number(s):	2012-90252-FL-DN		
Vendor #:	596000786	Award Number:	2012-DN-BX-0035		
Project Title:	FY 2012 Forensic DNA Backlog Reduction Program, Palm Beach County Sheriff's Office	Award Amount:	\$376,252.00		

Change Project Scope			
*Scope Change Types			
<input type="checkbox"/> Altering programmatic activities	<input type="checkbox"/> Altering the purpose of the project		
<input type="checkbox"/> Changing the project site	<input type="checkbox"/> Change in organization with primary responsibility for implementation of grant		
<input type="checkbox"/> Contracting out, sub-granting or otherwise obtaining the services of a third party to perform activities that are central to the purpose of the award	<input checked="" type="checkbox"/> Other (Please enter type of scope change below) Repurpose funds alloca		
*Required Justification for Change Project Scope:			
The PBSO Crime Laboratory Forensic Biology Unit respectfully requests a change of scope GAN for the 2012 DNA Backlog Reduction Grant 2012-DN-BX-0035 in order to repurpose funds in the Instrument/Equipment Category.			
Attachments:			
Filename:	User:	Timestamp:	
PBSO Budget Detail Worksheet DNA FY12 Rev 120413.xlsx	caraballob	12/04/2013 2:40 PM	
<input type="button" value="Print"/>			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	waltkeh	12/06/2013 1:18 PM
The change in scope allowable, reasonable, and is approved by the program office.			

Approved-GM	PO - GAN 1st Line Supervisor	heurichc	12/05/2013 11:03 AM
The requested changes have been made. The GAN is approved by program manager Charles Heurich on behalf of Mark Nelson who is on leave.			
Submitted	PO - Grant Manager	caraballob	12/04/2013 2:41 PM
Change Requested	EXTERNAL - External User	heurichc	12/04/2013 2:16 PM
1) The justification in GMS does not match what the attached budget detail has in it. The justification says you want to purchase a Wi-Fi camera and a crime-lite ALS...but the budget document only has the Wi-Fi camera with no ALS requested. Please make sure that what is in GMS in the justification matches the budget detail worksheet. 2) The budget narrative was not updated in the actual budget detail worksheet narrative section. Please make sure to update			
Change Requested	PO - Grant Manager	heurichc	12/04/2013 2:16 PM
1) The justification in GMS does not match what the attached budget detail has in it. The justification says you want to purchase a Wi-Fi camera and a crime-lite ALS...but the budget document only has the Wi-Fi camera with no ALS requested. Please make sure that what is in GMS in the justification matches the budget detail worksheet. 2) The budget narrative was not updated in the actual budget detail worksheet narrative section. Please make sure to update			
Submitted	PO - Grant Manager	caraballob	12/04/2013 10:45 AM
Draft	EXTERNAL - External User	caraballob	12/04/2013 10:44 AM

The PBSO Crime Laboratory Forensic Biology Unit respectfully requests a change of scope GAN for the 2012 DNA Backlog Reduction Grant 2012-DN-BX-0035 in order to repurpose funds in the Instrument/Equipment Category.

1. Currently we have \$7,200 allocated for a Cannon DR-9050C Scanner and License. It has been determined that this scanner no longer needs to be purchased. As stated in Goal #4, Objective B the purpose of this purchase was to increase the capacity for electronically archiving FBU documents and to increase the efficiency in complying with discovery requests. The purchase of this new scanner was to replace an older, slower model for the purpose of archiving FBU documents with the older model given to the Evidence Coordinator for preparing discovery requests. At the time this grant was submitted in 2012, the Evidence Coordinator was scanning the majority of the documents needed for discovery requests. At present time the majority of the documents needed for the preparation of discovery request have already been scanned and are accessed through the OnBase program. While slower, the older scanner still serves its intended purpose and these funds would be better served reallocated to Objective C of Goal #4, the cost of a new imaging system.

2. Objective C of Goal #4 is to replace an aging imaging system used for capturing screened evidentiary items. We currently have \$19,200 allocated for a Bio-Expert Imaging System. The FBU has researched several companies offering imaging systems as well as looked into the addition of personal tablets with camera capabilities. The FBU would like to use these funds to purchase a table-mounted Crime-lite ML2 by foster + freeman and a traditional handheld camera with the ability to attach to an analyst's microscope. The Crime-lite ML2 contains a UV, visible, and IR camera which is specifically configured for photographing the results of body fluid screening. The Crime-lite ML2 is able to detect blood with IR visualization, which would replace the time consuming process of blood screening with Luminol. The Crime-lite comes complete with software capable of annotating photographs and because it is mounted via an articulating arm, is able to capture large items of evidence from a birds-eye view. The cost of the Crime-lite ML2 and additional goggles is \$20,000. In addition, the FBU would like to purchase a traditional hand-held camera for photographing evidence at analyst's workstations, ABA and/or p30 cards, and slides via a microscope. It is intended that this camera have Wi-Fi capabilities. We are still researching the costs associated with this purchase; it is highly unlikely that they would exceed \$6,400. Together, these two purchases would constitute a complete imaging system for the FBU, allowing analysts to take any necessary evidentiary photographs needed for their case record.

Please see the revised budget attached.

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**GRANT ADJUSTMENT NOTICE**

Grantee Information			
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Grantee Address:	3228 Gun Club Road WEST PALM BEACH, 33406	Program Office:	NIJ
Grantee DUNS Number:	18-280-9921	Grant Manager:	Mark Nelson
Grantee EIN:	59-6000786	Application Number(s):	2012-90252-FL-DN
Vendor #:	596000786	Award Number:	2012-DN-BX-0035
Project Title:	FY 2012 Forensic DNA Backlog Reduction Program, Palm Beach County Sheriff's Office	Award Amount:	\$376,252.00

Sole Source Approval	
Organization to be sole source to	
*Organization Name	Applied Biosystems by Life Technologies
*Prefix	Mr.
Prefix (Other)	
*First Name	Danny
Middle Initial	
*Last Name	HALL
Suffix	
Suffix (Other)	
*Address Line 1	850 Lincoln Centre Drive
Address Line 2	
*City	Foster City
*State	California
*Zip	94404 - 1128
*Phone	(800) 874-9868 Ext
*Amount of Sole Source (may not exceed total project cost amount: \$376,252)	\$222,448

***Required Justification for Sole Source Approval**

The Palm Beach County Sheriff's Office Forensic Biology Unit will be purchasing the AB 3500xL Genetic Analyzer and requests the use of these funds to complete that purchase. The objective of the project funded by 2012-DN-BX-0035 is to

OCFMD Justification for Sole Source Approval

REGARDING THE MEMO DATED NOVEMBER 27, 2012, BASED ON YOUR ANALYSIS IN THE AMOUNT OF \$222,448 FROM THE ORIGINAL AWARD AMOUNT OF \$376,252 HAS BEEN

APPROVED. THE REQUEST FOR SOLE SOURCE PROCUREMENT FOR PALM BEACH COUNTY SHERIFF'S OFFICE TO ENTER INTO SOLE SOURCE CONTRACT WITH APPLIED BIOSYSTEMS BY LIFE TECHNOLOGIES. Justification for non-competitive procurement has been provided in the attached documentation and covers the following requirements: 1. Expertise of the contractor; 2. Responsiveness; 3. Knowledge of the program; 4. Time Constraints; and 5. Uniqueness.

Attachments:

Filename:	User:	Timestamp:
Life Technologies Revised Sole Source GAN Justification 2012.pdf	caraballob	11/27/2012 8:09 AM

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	robinsnd	11/30/2012 10:54 AM
Submitted	PO - Grant Manager	caraballob	11/27/2012 8:10 AM
Change Requested	PO - Grant Manager	nelsonm	11/20/2012 10:44 AM

Please revise this GAN as detailed in a separate e-mail message ; then resubmit this GAN.

Change Requested	EXTERNAL - External User	nelsonm	11/20/2012 10:44 AM
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Please revise this GAN as detailed in a separate e-mail message ; then resubmit this GAN.

Submitted	PO - Grant Manager	caraballob	11/19/2012 1:46 PM
Draft	EXTERNAL - External User	caraballob	11/19/2012 1:44 PM




US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Sheriff Office	Project Period:	10/01/2012 - 03/31/2014
Grantee Address:	3228 Gun Club Road WEST PALM BEACH, 33406	Program Office:	NIJ
Grantee DUNS Number:	18-280-9921	Grant Manager:	Mark Nelson
Grantee EIN:	59-6000786	Application Number(s):	2012-90252-FL-DN
Vendor #:	596000786	Award Number:	2012-DN-BX-0035
Project Title:	FY 2012 Forensic DNA Backlog Reduction Program, Palm Beach County Sheriff's Office		Award Amount: \$376,252.00

Note: There is no Final Review for this award.			
Budget Modification			
* All editable Budget fields must contain a numeric value.			
Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$0	\$0	\$0
B. Fringe Benefits	\$0	\$0	\$0
C. Travel	\$10888	\$0	\$10888
D. Equipment	\$222750	\$-13000	\$209750
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Contractual	\$96845	\$0	\$96845
H. Other	\$45769	\$13000	\$58769
TOTAL DIRECT COST	\$376252	\$0	\$376252
Total Direct Costs = (Sum of lines A-H)			
INDIRECT COST	\$0	\$0	\$0

TOTAL PROJECT COST	\$376252	\$0	\$376252
Total Project Costs = Total Direct Costs + Indirect Cost Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$376252		\$376252
NON-FEDERAL FUNDS APPROVED	\$0	\$0	\$0
PROGRAM INCOME	\$0	\$0	\$0
*Required Justification for Budget Modification			
The Palm Beach County Sheriff's Office originally requested \$181500 in Equipment to purchase a 3500 XL Genetic Analyzer, the cost included software and training. The Equipment amount is being reduced by \$13000 and this			
Attachments:			
Filename:		User:	Timestamp:
PBSO Budget Detail Worksheet DNA FY12 Rev 112012.xlsx		caraballob	11/20/2012 11:46 AM
			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	holmanv	11/27/2012 8:27 AM
Submitted	PO - Grant Manager	caraballob	11/20/2012 11:46 AM
Draft	EXTERNAL - External User	caraballob	11/20/2012 11:46 AM

Agenda Item No. 3CC-1
Y SA IT 6-0
SIONERS B abs
RY R-2012-1583

R-2012-1583

Department:
Submitted By: Palm Beach County Sheriff's Office
Submitted For: Palm Beach County Sheriff's Office

Motion and Title: Staff recommends motion to: (A) Accept on behalf of the Palm Beach County Sheriff's Office a National Institute of Justice FY 2012 DNA Backlog Reduction Program Grant in the amount of \$376,252 for the period October 1, 2012, through March 31, 2014; and **(B) Approve** a budget amendment of \$376,252 in the Sheriff's Grants Fund.

Summary: On August 8, 2012, the Palm Beach County Sheriff's Office (PBSO) received an award for the DNA Backlog Reduction Program. The Forensic Biology Unit in the Crime Laboratory of PBSO services over 28 municipalities, the school systems and assists state and local federal agencies as needed. These funds will be used for equipment, training, travel, and contractual services that will increase the efficiency of the crime lab. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required. Countywide. (PGE)

Background and Justification: The U.S. Department of Justice, Office of Justice Programs (OJP), National Institute of Justice (NIJ) FY 2012 Forensic DNA Backlog Reduction Program furthers the U.S. Department of Justice's mission by offering an opportunity for states and units of local government with existing crime laboratories that conduct DNA analysis to handle, screen, and analyze backlogged forensic DNA casework samples, as well as to improve DNA laboratory infrastructure and analysis capacity, so that forensic DNA samples can be processed efficiently and cost effectively. These improvements are critical to preventing future DNA backlogs and to helping the criminal justice system use the full potential of DNA technology. The Catalog of Federal Domestic Assistance (CFDA) number is 16.741 and the grant number is 2012-DN-BX-0035.

1. Budget Amendment
2. Award Letter

RECOMMENDED BY: _____
DEPARTMENT DIRECTOR
DATE: 10/2/12

APPROVED BY: *[Signature]*
ASSISTANT COUNTY ADMINISTRATOR
DATE: 10/2/12

Attachment # 5

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures	\$262,840				
Operating Costs	\$113,412				
External Revenues	(\$376,252)				
Program Income (County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2232 Object 3129

Reporting Category _____

B. Recommended Sources of Funds / Summary of Fiscal Impact:

The FY12 DNA Backlog Reduction Program grant is funded through the National Institute of Justice (NIJ). There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required.

FY12 DNA Backlog Reduction Program	\$376,252
Total	\$376,252

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

[Signature] 10/5/12
OFMB

[Signature] 10/5/12
Contract Administration

[Signature] 10/5/12
2 & 150

B. Legal Sufficiency:

[Signature] for Pamela Eidelberger
Assistant County Attorney 10/12/12

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.