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DEPARTMENT OF
FINANCE

BUDGET DIVISION

CITY OF SACRAMENTO
CALIFORNIA

January 25, 1989

CITY HALL
ROOM 14
915 I STREET
SACRAMENTO, CA
95814-2696

916-449-5845

Budget and Finance Committee
Sacramento, California

Honorable Members in Session:

SUBJECT: AGREEMENT TO IMPLEMENT AN ADULT SAFE RIDE
SERVICE IN SACRAMENTO


SUMMARY

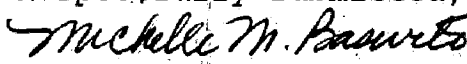
In February, 1988, the City Council approved submittal of a grant application to the State Office of Traffic Safety which would implement an adult safe ride program. The program would be modeled after a similar program in South Lake Tahoe, California and be administered by the International Good Samaritans under contract with the City.


RECOMMENDATION

It is requested that the Budget and Finance Committee review the attached report and recommend to the City Council the adoption of the attached resolution authorizing the City Manager to execute the attached grant agreement in the amount of \$332,000 to implement an adult safe ride program in Sacramento.

RECOMMENDATION APPROVED:


JACK R. CRIST
Deputy City Manager

Respectfully submitted,

Michelle M. Basurto
Budget Technician


Ric Elkins
Accountant/Auditor

Attachments

ALL DISTRICTS
February 7, 1989



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DEPARTMENT OF
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City Council
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SUBJECT: AGREEMENT TO IMPLEMENT AN ADULT SAFE RIDE
SERVICE IN SACRAMENTO

SUMMARY

In February, 1988, the City Council approved the submittal of a grant application to the State Office of Traffic Safety (OTS) which would implement an adult safe ride program. The program would be modeled after a similar program in South Lake Tahoe, California and be administered by the International Good Samaritans (IGS) under contract with the City.

The grant has been awarded to the City of Sacramento and now it is requested that the City be allowed to implement the program and execute an agreement between the City of Sacramento and the IGS.

The original date for program implementation was to have been July 1, 1988 but due to a delay at the Federal Review level, OTS approval for project implementation has just now been received, therefore, this item was heard by the Budget and Finance Committee this afternoon.

BACKGROUND

On February 16, 1988, the City Council adopted Resolution 88-135 authorizing the City Manager to submit a grant application to OTS to implement an Adult Safe Ride Program in Sacramento. The program, administered by IGS, would:

- o offer free rides home to persons who consider their ability to drive impaired due to alcohol consumption;
- o provide a driver to return the person's vehicle home, and;

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- o promote public awareness of the dangers of driving under the influence of alcohol.

Since February 1985 the IGS adult safe ride program has serviced South Lake Tahoe. The IGS Safe-Ride Service provides teams of volunteer drivers who respond to requests for free rides home from intoxicated persons who have driven a vehicle to the site of their alcohol consumption. One team member drives the impaired person home in the impaired person's vehicle while a second member follows in a program owned vehicle. Persons who are intoxicated but do not have access to a vehicle are not serviced by the IGS service unless they are the passenger of a now intoxicated driver.

POLICY CONSIDERATIONS

Since federal highway safety funds must be awarded to a unit of local government, OTS approached the City of Sacramento to serve as the recipient agency for the grant to replicate the Safe-Ride program in Sacramento. The State, interested in testing the transferability of the South Lake Tahoe program to a larger community, hopes to develop a model that could later be offered at a state and nationwide level. The City Manager's Office is serving as the lead for the purposes of the grant award.

FINANCIAL DATA

The City of Sacramento, not required to provide matching funds, will be serving as the grant recipient for a \$332,000 grant from OTS. A maximum reimbursement of \$32,000 will be set aside for the City to recover the direct costs associated with administering the grant. Below, the grant and operating budget augmentation is outlined:

GRANT REVENUE		
250-OGR-G381-3511	\$332,000	
GRANT EXPENDITURES		
250-OGR-G381-4258	\$300,000	(Project Budget)
250-OGR-G381-4715	<u>32,000</u>	(Maximum Operating Offset)
	<u>\$332,000</u>	
1988-89 OPERATING OFFSET		
101-110-11XX-4101	\$ 2,000	(Reimbursement for
101-110-11XX-4715	< <u>2,000</u> >	Administrative
	<u>-0-</u>	Expenses

No City personnel or equipment will be directly involved in the implementation or operation of the grant program. The City has no ongoing financial responsibility for the program

but will dispense the grant funds for approximately a two and a half year period. At the conclusion of the grant period it is envisioned that the program will continue with only community support.

The Finance Department and OTS have sent representatives to the IGS South Lake Tahoe Headquarters to review their accounting policies and procedures. The attached agreement has been reviewed by the City Attorney and Risk Manager with assurance that the City has been adequately protected from potential liability associated with this program.

MBE/WBE

No impact.

RECOMMENDATION

The Budget and Finance Committee heard this item this afternoon. It is recommended that the City Council adopt the attached resolution authorizing the City Manager to implement the OTS Safe-Ride Service Grant for \$332,000 and execute the agreement between IGS and the City of Sacramento.

RECOMMENDATION APPROVED:

WALTER J. SLIPE
City Manager

Respectfully submitted,
Michelle M. Basurto
Michelle M. Basurto.
Budget Technician

Ric Elkins
Ric Elkins
Accountant/Auditor III

Attachments: Resolution Agreement For Grant Implementation

ALL DISTRICTS
February 7, 1989

Contact Person to Answer Questions:

Ric Elkins, Accountant/Auditor III
449-5838

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RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF SACRAMENTO
AND INTERNATIONAL GOOD SAMARITANS
IMPLEMENTING A \$332,000 GRANT AND ESTABLISHING AN
ADULT SAFE RIDE SERVICE IN SACRAMENTO

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO:

1. That the City Manager is hereby authorized to execute, on behalf of the City of Sacramento, an agreement with International Good Samaritans establishing an adult safe ride service in Sacramento.
2. That the 1988/89 Operating Budget is hereby amended by offsetting the General Fund.

OFFSET

101-110-1130-4101	1,500
101-110-1140-4101	500
101-110-1130-4715	\$ < 1,500 >
101-110-1140-4715	< 500 >

3. That the Grant Budget is hereby amended by \$332,000 and will be appropriated as follows:

REVENUE

250-OGR-G381-3511	\$332,000
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EXPENDITURES

250-OGR-G381-4258	\$300,000
250-OGR-G381-4715	32,000

MAYOR

ATTEST:

CITY CLERK

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AGREEMENT FOR GRANT IMPLEMENTATION SERVICES

DRIVING UNDER THE INFLUENCE PREVENTION/INTERVENTION

This Agreement is made as of and commences on _____ by and between the CITY OF SACRAMENTO, a municipal corporation (hereinafter known as "CITY") and INTERNATIONAL GOOD SAMARITANS, a California non-profit corporation (hereinafter known as "IGS") and

W I T N E S S E T H:

WHEREAS, the problem of drunk driving has reached critical proportions and must be addressed by all levels of government, and

WITNESSETH; That IGS for and in consideration of the covenants, conditions, agreements, and stipulations of the CITY herein expressed will develop a city wide ADULT SAFE RIDE PROGRAM, as follows:

ARTICLE 1 - Statement of Work:

The California Office of Traffic Safety (OTS) has made grant funds available to the CITY for development and implementation of an ADULT SAFE RIDE PROGRAM by IGS. IGS agrees to develop and implement the program described in the OTS Traffic Safety Project Agreement attached hereto as Exhibit A. All terms and conditions of Exhibit A are hereby incorporated herein by reference.

ARTICLE II - Cost Limitations:

CITY agrees to reimburse IGS for actual costs incurred in the implementation and administration of the SAFE RIDE PROGRAM, in accordance with the following limitations:

1. The maximum amount of the reimbursement to IGS shall not exceed \$300,000.00 (three hundred thousand dollars), allocated as follows:
 - a) five (5) month start up period (\$50,000.00 maximum);
 - b) one (1) year program operation (\$150,000.00 maximum);
 - c) second year program operation subject to OTS review of first year results and extension of grant funding (\$100,000.00 maximum).
2. Reimbursement shall be limited to actual costs incurred by IGS and allowable under the funding terms and conditions of the grant.
3. Reimbursement for travel expenses shall not exceed allowable reimbursement under existing CITY travel policy as attached hereto as Exhibit B. All terms and conditions of Exhibit B are hereby incorporated herein by reference.

CITY shall have no obligation to reimburse IGS for any costs incurred unless CITY receives funding for that purpose from OTS.

IGS acknowledges that it has read and understands the funding terms and conditions of the grant, and the CITY'S existing travel policy.

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ARTICLE III - Method of Payment:

CITY agrees to advance to IGS an amount equal to the first two months operating budget, not to exceed \$20,000.00 (twenty thousand dollars). Such advance shall be repaid to CITY by reducing the expense reimbursement to IGS in the 6th and 7th months of the program. IGS shall, by the 5th day of each month, submit to CITY a claim for reimbursement for actual expenses incurred by the 25th day of the prior month. Such claims for reimbursement shall be completed in accordance with the guidelines set forth in the OTS grant program manual.

Claims received in proper order by the 5th of the month will be processed for payment on or about the 15th of each month. Claims received after the 10th of the month will not be processed until the following month. Reimbursement for claims received by the 5th should be received by IGS prior to the end of the month.

Any amount paid to IGS by CITY that disallowed by OTS shall be reimbursed to CITY upon demand for reimbursement. Any amount in excess of actual and allowable expenses at the end of the grant period which remains in the possession of IGS shall be remitted to CITY within 30 days of the end of the grant period.

ARTICLE IV - Independent Contractor; not Agent:

At all times during the term of this Agreement, IGS shall be an independent contractor and shall not be an employee of the CITY. CITY shall have the right to control IGS only insofar as the results of IGS' services rendered pursuant to this contract; however, CITY shall not have the right to control the means by which IGS accomplishes services rendered pursuant to this Agreement.

IGS shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. IGS shall have no authority, express or implied, pursuant to this Agreement to bind CITY to any obligation whatsoever.

IGS shall not use the name of the CITY without the prior written approval of the CITY Manager.

ARTICLE V - Reports:

IGS shall furnish to CITY and OTS quarterly interim reports as to the progress of the program, and provide such other reports as may be requested by OTS or CITY. IGS shall prepare a draft final report thirty (30) days prior to termination of the SAFE RIDE PROGRAM and submit it to the CITY for review. After such review, IGS shall incorporate the comments into a final report, and submit one (1) copy of said report to CITY and twelve (12) copies of said report to the OTS not later than sixty (60) days after project completion.

Costs incident to the report preparation or delivery subsequent to termination of the SAFE RIDE PROGRAM are not reimbursable.

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ARTICLE VI - Contract Term and Program Time Requirements:

The contract term for this Agreement is twenty-nine months, commencing on the date set forth above.

IGS shall complete the investigative portion of the work within ten (10) months of the commencement date.

IGS shall implement the ADULT SAFE RIDE PROGRAM within one (1) year of the commencement date.

ARTICLE VII - Publication:

- A. IGS shall not be authorized to copyright the final report without written approval from the National Highway Traffic Safety Administrator and the Office of Traffic Safety. IGS shall also be prohibited during the term of the contract from copyrighting any papers, interim reports, forms, or other material which is a part of the work under the contract.
- B. Publication rights to any documents produced are to be reserved to the National Highway Traffic Safety Administrator and the Office of Traffic Safety.
- C. All reports published by IGS shall contain the following statement on the credit sheet: "The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of the Office of Traffic Safety, the National Highway Traffic Safety Administration or the Federal Highway Administration.
- D. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with small technical groups or lectures to employees or students. Lectures to other groups which describe the project but disclose neither data nor results are permissible without advance approval.
- E. All reports shall contain the following credit line: "In cooperation with State of California, Business, Transportation and Housing Agency, Office of Traffic Safety, the U.S. Department of Transportation, National Highway Traffic Safety Administration and Federal Highway Administration."

ARTICLE VIII - Project Inspection:

The OIS, the National Highway Traffic Safety Administration, the Federal Highway Administration, and the City of Sacramento may review and inspect the IGS activities at any time during the progress of the program.

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ARTICLE IX - Accounting Records:

IGS shall maintain detailed accounting records and complete documentation of all costs incurred in connection with its work on the program during the contract term and for three years thereafter. These records and documentation shall be available for inspection by CITY, OTS, the National Highway Traffic Safety Administration, and the Federal Highway Administration at any reasonable time.

ARTICLE X - Ownership of Data:

All data, maps, photographs, and other material collected or prepared under the contract shall become the joint property of the IGS and the Office of Traffic Safety.

ARTICLE XI - Contract Termination:

This contract may be terminated at any time for breach and the CITY may terminate unilaterally and without cause upon thirty (30) days written notice to the IGS. All work performed pursuant to the contract and prior to the date of termination may be claimed for reimbursement. Upon termination prior to the end of the contract term, IGS shall prepare a final report as required by Article V.

ARTICLE XII - Assignment/Subcontracting:

IGS shall not assign or transfer any interest in this Agreement without the prior written consent of CITY and OTS.

IGS shall not subcontract any portion of the work to be performed without the prior written consent of CITY and OTS.

ARTICLE XIII - Amendment:

It is mutually understood and agreed that no alteration or variation of the terms of this contract, or any subcontract requiring the approval of the CITY and/or the Office of Traffic Safety, shall be valid unless made in writing, signed by the parties hereto, and approved by all necessary parties.

ARTICLE XIV - Non-Solicitation Clause:

"IGS warrants that they have not employed or retained any company or persons, other than a bona fide employee working solely for the consultant, or paid any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the State shall have the right to annul this contract without liability, or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee."

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ARTICLE XV - Equal Opportunity Assurance:

During the performance of this contract, the IGS agrees as follows:

- A. The IGS will not discriminate against any employee or applicant for employment because of race, sex, creed, color, national origin, handicap, age or sexual orientation. The IGS will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, sex, creed, color, national origin, handicap, age or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. IGS agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- B. IGS will, in all solicitations or advertisements for employees placed by or on behalf of IGS, state that all qualified applicants will receive consideration for employment without regard to race, sex, creed, color, national origin, handicap, age or sexual orientation.
- C. IGS will send to each labor union or representative of workers with which he has a collective bargaining agreement or contract or understanding, a notice advising the labor union or worker's representative of the IGS commitments under this nondiscrimination clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- D. IGS will permit access to their books, records and accounts by the City of Sacramento, the State, the Federal Highway Administration and/or the National Highway Traffic Safety Administration for purposes of investigation to ascertain compliance with this nondiscrimination clause.
- E. In the event of IGS noncompliance with the nondiscrimination clauses of this contract, this contract may be cancelled, terminated or suspended in whole or in part.

ARTICLE XVI - Indemnification and Insurance:

IGS shall assume the defense of, indemnify, and hold harmless the CITY, its officers, agents and employees from and against all actions, damages, costs, liability, claims, losses and expenses of every type and description, including but not limited to bodily injury or death or property damage, to

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which any or all of them may be subjected, by reason of, arising from, or resulting from directly or indirectly, the performance of this contract by IGS whether within or without the scope of this contract, excepting those arising from the sole negligence of CITY. The foregoing shall include, but not be limited to, any attorney fees reasonably incurred by CITY.

During the term of this Agreement IGS shall maintain in full force and effect, the following types of insurance:

<u>TYPE</u>	<u>AMOUNT</u>
Comprehensive General Liability including personal injury, bodily injury, property damage & contractual	\$1.0 million per occurrence
Automobile Liability, including owned, hired, and non-owned autos	\$1.0 million per occurrence
Worker's Compensation	Statutory

- A. The CITY, its officials, employees and volunteers shall be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the IGS; premises owned, leased or used by IGS; or automobiles owned, leased, hired or borrowed by IGS. The coverage shall contain no special limitations on the scope of protection afforded to the CITY, its officials, employees or volunteers.
- B. IGS's insurance coverage shall be primary insurance as respects the CITY, its officials, employees and volunteers. Any insurance or self-insurance maintained by the CITY, its officials, employees or volunteers shall be excess of IGS's insurance and shall not contribute with it.
- C. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the CITY, its officials, employees or volunteers.
- D. Coverage shall state that IGS's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurance's liability.

IGS shall provide a Certificate of Insurance, in a form approved by the City Attorney evidencing the existence of the insurance. The certificate shall provide at least thirty (30) days written notice to CITY prior to cancellation or reduction of coverage.

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ARTICLE XVII - Notice to Parties:

Notices to parties shall be delivered or mailed, U.S. first-class postage prepaid, addressed as follows:

CITY

Solon Wisham, Jr.
Assistant City Manager
City of Sacramento
915 I Street, Rm. 101
Sacramento, CA 95814

IGS

Thomas Argo
IGS
Box 7007
Stateline, NV 89449

Either party may amend the address for notice by giving notice to the other party.

This is an integrated Agreement. It contains the complete understanding of the parties, and may be amended only by an instrument in writing signed by both parties.

IN WITNESS WHEREOF, the City of Sacramento, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and Attestation by its City Clerk, under the authority of Resolution No. _____, adopted by the Council of the City of Sacramento on the _____ day of _____, 19____, and IGS has caused this Agreement to be executed.

CITY OF SACRAMENTO,
A Municipal Corporation

INTERNATIONAL GOOD SAMARITANS,
A California non-profit corporation

BY: _____
WALTER J. SLIPE
City Manager

BY: _____
THOMAS ARGO
Executive Director

CITY CLERK

APPROVED AS TO FORM:

DEP Diane B. B...
CITY ATTORNEY

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EXHIBIT A

(OTS Traffic Safety Project Agreement)



State of California
Business, Transportation & Housing Agency
OFFICE OF TRAFFIC SAFETY

TRAFFIC SAFETY PROJECT AGREEMENT

OTS USE ONLY	
PROJECT NUMBER	_____
PSP NO.	_____
REVISION NUMBER	_____
DATE	_____
PROJECT BUDGET ESTIMATE	
Fiscal Yr.	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

PAGE 1 (To be Completed by Applicant Agency)

1. PROJECT TITLE
INTERNATIONAL GOOD SAMARITANS, CITY OF SACRAMENTO
ADULT SAFE RIDE SERVICE

2. NAME OF APPLICANT AGENCY
CITY OF SACRAMENTO

3. AGENCY UNIT TO HANDLE PROJECT
CITY OF SACRAMENTO

4. PROJECT PERIOD
Month - Day - Year
From: 07 - 01-88
To : 06 - 30 - 91

5. PROJECT DESCRIPTION (Summarize the proposed project plan covering the objectives, method of procedure, evaluation and end product in approximately 100 words)
The City of Sacramento shall act as host agency for International Good Samaritans to develop an adult safe ride program. IGS, in cooperation with the City of Sacramento, will initiate a comprehensive adult safe-ride alternative which will provide teams of drivers to transport unsafe drivers, their passengers and their vehicles to a place of safety throughout the city and its surrounding residential areas. Included in the program will be the development of an implementation manual and community awareness program. The project evaluation will include how well the objectives were met and compare the Sacramento program to a test city not receiving a safe-ride program.

6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED \$ 332,000

7. ACCEPTANCE OF CONDITIONS - The provisions on the reverse side hereof constitute a part of this agreement

A. PROJECT DIRECTOR

Name: Solon Wisham, Jr. Phone: 916/449-5704
Address: 915 I Street Sacramento, CA 95814

Signature Solon Wisham Jr.
Title Assistant City Manager

B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY

Name: Walter J. Slipe Phone: 916/449-5704
Address: 915 I Street Sacramento, CA 95814

Signature Walter J. Slipe
Title City Manager

C. FISCAL OR ACCOUNTING OFFICIAL

Name: Betty A. Masuoka
Title: Finance Director
Phone: _____

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS

Name: Betty A. Masuoka
Address: 915 I Street Sacramento, CA 95814

Project Description	Schedule A	Initial Evaluation Data Form	Schedule C
Adm. Support & Contribution	Schedule A-1	Certification, California	
Detailed Budget Estimate	Schedule B	Traffic Safety Program (OTS-33)	
Budget Narrative	Schedule B-1		



State of California
 Business, Transportation & Housing Agency
 OFFICE OF TRAFFIC SAFETY

TRAFFIC SAFETY PROJECT AGREEMENT

OTS USE ONLY

PROJECT NUMBER _____
 PSP NO. _____

REVISION NUMBER _____
 DATE _____

PROJECT BUDGET ESTIMATE

Fiscal Yr.	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

PAGE 1 (To be Completed by Applicant Agency)

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INTERNATIONAL GOOD SAMARITANS, CITY OF SACRAMENTO
 ADULT SAFE RIDE SERVICE

2. NAME OF APPLICANT AGENCY

CITY OF SACRAMENTO

3. AGENCY UNIT TO HANDLE PROJECT

CITY OF SACRAMENTO

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A. PROJECT DIRECTOR

Name: Solon Wisham, Jr. Phone: 916/
 Address: 915 I Street 449-5704
 Sacramento, CA 95814

Signature Solon Wisham Jr.
 Title Assistant City Manager

B. AUTHORIZING OFFICIAL OF APPLICANT AGENCY

Name: Walter J. Slipe Phone: 916
 Address: 915 I Street 449-5704
 Sacramento, CA 95814

Signature Walter J Slipe
 Title City Manager

C. FISCAL OR ACCOUNTING OFFICIAL

Name: Betty A. Masuoka
 Title: Finance Director

D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS

Name: Betty A. Masuoka
 Address: 915 I Street
 Sacramento, CA 95814

F : ATTACHMENTS

Project Description Schedule A
 Adm. Support & Contribution Schedule A-1
 Detailed Budget Estimate Schedule B
 Budget Narrative Schedule B-1

Initial Evaluation Data Form Schedule C
 Certification, California
 Traffic Safety Program (OTS-33)

BACKGROUND

A. General Characteristics

Sacramento County has a population of approximately 889,806 (California Department of Finance, 1985), and is the seventh most populated county in California. It covers 995 square miles of which 250 square miles is urban in nature. The remaining nonurbanized 745 square miles includes approximately 250 square miles of Delta Islands.

The county is located in the southern portion of the Sacramento Valley. Its climate is of the Mediterranean and subtropical types, and characterized by hot, dry summers, and cool, moist winters. Heavy winter fog, known as "tule" fog, is experienced in Sacramento County, especially along the waterways. The annual rainfall in Sacramento County varies from thirteen to twenty-five inches depending on location in the county. Most rainfall occurs between October and May (98 percent). Snowfall is rare in Sacramento and melts quickly.

B. Streets and Highways

The county contains 3,650 miles of roadway, including city roadways (1,217); unincorporated state highways (159); and county roadways (4,274). (California Highway Patrol 1982 annual report).

Four major freeway systems connect the city; Interstate 80 and U.S. 50 running east/west, and interstate 5 and U.S. 99 running north/south, the City of Sacramento has more than 1,000 miles of city streets.

C. Existing Systems

The existing transportation systems operating within the Sacramento County area consist of a new "light rail" public transportation system consisting of 26 units. This system working in conjunction with the older regional transit districts metro that includes all buses is projected to transport approximately 15 million passengers per year. Many private taxi companies also operate throughout the city. None of these systems offer the opportunity for

individuals to get their cars transported to their home or to a place of safety. The only organized safe-ride program available has been free taxi services, offered during the Christmas holiday season. No on-going safe-ride services exist nor is there any guarantee that holiday services will continue.

D. Operating Departments

The City of Sacramento, through the City Manager's office, will serve as the prime contractor with the California Office of Traffic Safety to administer funds for a Good Samaritan Adult Safe Ride Program to extend throughout the City of Sacramento and surrounding residential areas.

Statement of the Problems

Currently, it is estimated that there are ten million problem drinkers (including alcoholic people) in the United States, and each of them directly affects the lives of many others - family members, co-workers, employers, friends, innocent bystanders - so that literally tens of millions of Americans face some form of negative consequences due to alcohol misuse.

The following estimates are based on national rates of problem drinkers (including alcoholics) and may be conservative, as alcoholism is one of the major health and social problems of our community.

Estimated Number of Persons with Alcohol Problems
Sacramento County - 1986

10% of all adult males	=	44,368
3% of all adult females	=	13,854
19% of all 14-17 year olds	=	<u>11,000</u>
TOTAL	=	<u>69,222</u>

Source: Third Special Report to the U.S. Congress on Alcohol and Health, DHEW, 1978

1986 estimated census of population - Sacramento, State Department of Finance - January 1, 1986

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A May, 1985 Louis Harris poll showed that the public's number one health and safety priority now is the avoidance of driving after drinking. Significantly, only two years ago, a gallop poll showed that 80 percent of American drivers would not hesitate to drive after drinking.

Kent Milton of the California Highway Patrol states "in 1982 and 1983, organizations such as Mothers Against Drunk Driving were continually in the news, demanding and getting new laws. Fines and potential jail terms were increased. Jail became mandatory for repeat offenders and judges were given less discretion in sentencing.

In response, casualties dropped meaningfully for the first time in years, with deaths at a low of 2,386 in 1983. Since 1984, however, fatalities have been creeping up again, especially in fast growing counties such as Sacramento."

"We've got to find a better way to keep people from getting into a lethal machine in an impaired condition," said Clyde Blackmon, a Sacramento attorney who handles felony drunken driver cases. "Punishment hasn't done it. Tougher laws haven't done it."

Drunken Driving Toll
Deaths, Injuries in Accidents Involving Alcohol

	<u>Deaths</u>		<u>Injuries</u>	
	<u>California</u>	<u>Sacramento County</u>	<u>California</u>	<u>Sacramento County</u>
1986	2,543	105	69,876	2,602
1985	2,412	85	66,667	2,339
1984	2,607	89	67,835	2,246
1983	2,386	71	66,909	2,479
1982	2,422	75	65,726	2,391
1981	2,754	88	73,204	2,576

IGS believes people who continue to drink and drive, in spite of warnings, do so for basically three reasons:

1. They spend all their money and can't afford the taxi fare home at the end of the evening;

2. They need their car the next morning or fear it will be vandalized, stolen, or towed away if left behind;
3. They use poor judgment concerning their ability to handle their alcohol intake and to safely operate their vehicle.

Alcohol consumption is the largest single factor contributing to fatal accidents. Drivers who drink are involved in over 50% of all traffic accidents in the United States each year. The National Safety Council estimates the average cost of a fatal accident at \$268,727.00 and each personal injury accident at \$4,724.00.

Drinking is not illegal. When used with responsibility, drinking does not present a problem, i.e., weddings, social celebrations, and religious ceremonies. However, in today's society, the use of alcohol and other drugs to deal with stress has become very prevalent. The reality is that we have abusers of these substances who put others and themselves at risk, creating serious problems on our nation's highways and on our community streets.

People who drink need a responsible alternative that fits THEIR needs. A service which meets the needs of both social and habitual drinkers who find themselves at times overextended has long been overdue. For these reasons, we wish to provide an alternative that everyone can live with. Our program allows those who drink to take responsibility for themselves when they recognize their need for assistance.

Attempts to Solve the Problem

In Sacramento in 1984, 12,825 arrests were made for "drink driving." The majority of these arrests (12,529) were misdemeanor violations of Section 23152 of the California Vehicle Code. Under this section, a violation occurs when a person drives a vehicle on any highway under the influence of liquor or the combined influence of liquor and drugs. The remaining 296 arrests were for felony violations of Section 23153 of the same code. Under Section 23153, a violation occurs when a person driving under the influence of liquor and/or liquor and drugs causes death or bodily injury to another person.

The number of felony and misdemeanor arrests for driving under the influence have increased annually in Sacramento County, as shown in the following table. Arrests for misdemeanor driving under the influence violations (23,152) account for the largest number of arrests in Sacramento County for any one type of offense in the year 1984.

**Adult & Juvenile, Driving Under the Influence Arrests
Sacramento County, 1977 - 1984**

Arrest Code	1984	1983	1982	1981	1980	1979	1978	1977
23153	296	303	253	285	250	207	206	171
23152	12,529	12,816	11,200	10,284	11,284	10,295	11,076	10,283
Totals:	12,825	13,121	11,453	10,784	11,534	10,702	11,282	10,454

Source: California Department of Justice, Division of Law Enforcement, Bureau of Criminal Statistics

Sacramento County has contracted with the Sacramento Safety Council and the Mexican-American Alcoholism Program to conduct multiple-offender drinking driver programs as defined and operated in accordance with State legislation and regulation (aka SB-38 Program). Sacramento County's Municipal Court has elected not to implement the State of California authorized First Offender Driving Under the Influence (DUI) alcohol treatment education program due to expressed doubts about the effectiveness of the concept. MADD (Mothers Against Drunk Drivers), advocating strong legal penalties against offenders, was founded in Sacramento County.

Statistics from a survey by Pacific Institute for Research and Evaluation of Walnut Creek show that over sixty percent of drivers stopped for a DUI knew they were "somewhat intoxicated" yet they were still driving. Much education as to the dangers of drunk driving have raised the general public awareness in the past five years and new drunk driver laws have resulted in both increased severity of penalties and number of arrests made.

Much attention has been focused on the youth of Sacramento through the very successful Friday Night Live Program. This program deals with not only positive education but also a positive alternative for the drinking driver by providing a safe ride home. Free taxi service is also available during certain holiday periods.

Since February 1985, in South Lake Tahoe, California, and Stateline, Nevada, a positive alternative in the form of an adult safe-ride program has had a dramatic and positive impact on the drunk driving problems of that high elevation community of 30,000 people. For the first time in over twenty years there has been a "definite reduction" in drunk driving incidents according to Chief Dean Shelton, South Lake Tahoe Police Department.

In two and one-half years, teams of volunteer drivers have driven home over 11,000 drinking drivers and their cars without an accident or an adverse incident.

Many previous solutions proposed for the problem of drinking and driving have been of a negative nature. IGS's slogan, "When You Drink, Let Us Drive You and Your Car Home" embodies a service that is viable, responsible, and most importantly, it is a positive solution for drinking drivers. It is felt that if more individuals had this service available to them, the possibility of injury to themselves or others, or the risk of a DUI, would be greatly reduced.

The City of Sacramento, through the City Manager's Office, will serve as the prime contractor with the California Office of Traffic Safety to administer funds to the International Good Samaritans so that they can continue to develop programs that will allow a Good Samaritan adult safe-ride program to be started in the City of Sacramento.

Project Objectives

The primary goal of this project is to contract with IGS, the only adult safe-ride program available, to develop a comprehensive community program that is high energy and volunteer oriented in its approach. Implementation includes the following goals:

1. IGS recognizes that the foundation for any safe ride alternative is in preventing drivers from consuming too much alcohol and then trying to drive their vehicles. 150

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PROJECT DESCRIPTION

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will provide education for servers of alcohol in ways to prevent intoxication in their customers and how to deal with customers who might have gotten intoxicated somewhere else. IGS will also train all our drivers in ways to recognize intoxication in others and how to actively intervene when they see someone too intoxicated to drive, while they (the drivers) are out cruising.

2. IGS staff members will also introduce and maintain awareness signage in all support bars. This signage will warn of the consequences and dangers of drinking and driving, and will point out responsibility alternatives such as: 1) Drinking at a responsible rate, 2) having a designated driver for your group, 3) calling a taxi or using a bus, 4) and if you have a car and must have it at home with you, or need it for work the next day, calling Good Samaritans. Signage will be changed regularly and will help bar owners insure that they are preventing someone who needs a ride from being unaware of the availability of IGS services.
3. IGS will continually work with the media to produce awareness messages that point out the availability of all safe ride alternatives and the dangers of driving after drinking.
4. A manual that explains how to start up a Good Samaritans Safe Ride Service Club will be developed for distribution throughout California by November 1989. The staff of the International Good Samaritans will be responsible for its development and will meet with and provide technical assistance to a minimum of ten cities.
5. A training and motivational awareness film of approximately thirty minutes in length will be produced by September 1989 which will be made available to schools, PTA, service clubs, churches, and other concerned groups across California.
6. At the heart of any safe ride program is the need for improved awareness in safe driving practices. IGS staff members working with insurance companies, police officers, and other professional driving school instructors will develop and initiate, by December 1989, a safe driving school that all IGS drivers must attend and pass.

PROJECT DESCRIPTION

9. A local advisory board for the IGS program consisting of least twenty community members will be created by December 1989.
10. A minimum of 6000 safe rides will be provided during the two year grant period, ending June 31, 1991. The number of safe rides given will be limited only by the number of volunteer drivers and vehicles we can acquire during the start up period.
11. Motivational and awareness orientations will be given by IGS staff and volunteers to at least 100 churches, service clubs and civic groups before June 1990, in order to invite input and secure volunteers for all aspects of the Good Samaritan organization.
12. As IGS gets started in Sacramento, we must by necessity, start in a few select zones providing start-up service to only 10-20 bars. As manpower and vehicles become available we intend to subscribe the support and provide service to at least 100 bars and restaurants in the Sacramento area by June 1991.

The monetary support from the bars subscribing to full IGS service will become one of the budgetary foundations for the continued existence and independence from federal subsidy. Depending on the number of rides given from these support bars, the annual expected donation will be approximately \$1000 per bar.

13. Samaritan Express Gold Card Membership will also become a source of program income that will be vital toward ongoing financial self-sufficiency. The safe-ride club membership is also unique to the IGS program as it allows concerned and safety conscience members of the community to become a part of this program, insuring unlimited free rides for themselves, their families, and other people they observe who might need a safe ride. Membership also includes participation in our safe driving class, club members will qualify for good driver auto insurance discounts from participating insurance companies. These specially trained club members will also be expected to drive at least five shifts per year, thereby insuring concerned drivers for the Good Samaritan Safe Ride Club. Only members with acceptable driving records

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PROJECT DESCRIPTION

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can participate as IGS drivers. All other club members will be expected to volunteer equal number of hours in office or clerical duties to retain membership.

Driver and volunteer incentive programs will be initiated with the expected outcome to be over 4000 club members being trained and infiltrated back into the community by June 1990. These club members are expected to actively intervene whenever drinking and driving situations are observed. The goal of all IGS members being to raise awareness as to the responsible alternatives that are available and to help change the public attitude that it is not ok to drink and drive in Sacramento.

Method of Procedure

The IGS adult safe-ride program as a comprehensive community project is divided into three major areas:

1. Education as to dangers of drinking and driving and the need for responsible alternatives for the general public. Server training with emphasis on how to recognize, prevent and deal with an intoxicated patron using responsible service practices.
2. Development of safe driving schools and other guidelines for volunteers so they can actively intervene in drunk driver situations.
3. Initiation of adult safe-ride service.

The project is divided in five phases, as follows:

Phase I: Contracting and Pre-testing, October 1988 - February 1989.

The City of Sacramento will contract with International Good Samaritans to develop and initiate adult safe-ride program. Integrated Research Services of Eugene, Oregon have agreed to conduct pre-service surveys and active on-going evaluation as safe-ride program develops.

Phase II: Recruit Advisory Board of at least 20 Sacramento Business People to give direction for Sacramento expansion, February 1989 - December 1989.

- A. Develop safe-ride start-up manual for any sized city.
- B. Produce training films to demonstrate service in action.
- C. Develop safe driver school and training curriculum.
- D. Actively seek out additional funding sources in Sacramento.
- E. Initiate research into problem areas confronting expansion into Sacramento.

Phase III: February 1989 - July 1989

- A Recruitment of volunteers and staff through community presentations. Training of staff and drivers to begin.
- B Acquire vehicles, office equipment and space through corporate sponsorships, donations or loans from city.

Phase IV: Safe-Ride Service will be implemented, July 1989.

Phase V: February 1989 throughout the project. Initiation of community education and awareness Program as to the availability of Good Samaritans Safe-Ride service through Public Media Advertisements and signage placed in support bars and liquor selling establishments.

Phase VI: Data gathering and analysis; final report. IGS is working in cooperation with Integrated Research Services of Eugene, Oregon, to evaluate the effectiveness of an adult safe-ride service for Sacramento. Testing and evaluation of drinking attitudes and DUI statistics will be conducted before, during, and after the implementation of IGS' safe-ride service in Sacramento (see attached Plan, "Drinking and Driving Prevention: A Controlled Investigation in Two Major California Cities.")

Method of Evaluation

New areas of drinking and driving statistics will be gathered and evaluated using log sheets and trained driver observation. Distance traveled from bar to home, level of intoxication, and age and sex of people asking for a ride, are just part of the statistics gathered for a large city before and will be carefully evaluated and shared with other government safety programs to develop guidelines for safe ride programs for any size city.

The impact of this safe ride alternative and awareness program will be carefully monitored through the police records, and an overall impact evaluation will be conducted by Integrated Research Corporation of Eugene, Oregon at no cost to the program.

Using information gathered by Integrated Research Services of Eugene, Oregon, and reports from the CHP concerning DUI statistics for Sacramento area taken throughout the project period, the impact on the Sacramento area will be evaluated.

PROJECT DESCRIPTION

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The Good Samaritan Safe-Ride Project Director will also evaluate how well the project objectives were accomplished. The following questions will be addressed:

1. Was a local Advisory Board created?
2. Was a start-up Manual and Training Films developed by November 1989?
3. Were at least 365 nights of safe rides, providing a minimum of 6,000 safe rides home, given by June 1991?
4. Were 100 motivational orientations given by June 1990?
5. Was a safe driver school developed and conducted by December 1989?
6. Were at least 100 support bars subscribing to full IGS service by June 1991?
7. Was a marketing campaign and PSA message developed and implemented through television, radio and newspaper media?
8. Were 500,000 community members made aware of the responsibility and dangers of driving under the influence primarily through PSA's and posted signage in support establishments?
9. Was assistance rendered by IGS in reaching the teenage population and their parents in conjunction with the Friday Night Live Program regarding general public awareness of drinking and driving?
10. Were at least 4,000 "Samaritan Express" membership cards issued to the Sacramento Community for joining the IGS SAFETY CLUB?

Statement of Intent

It is anticipated that the Good Samaritan safe-ride program will become largely self-supporting through corporate sponsorship and support bar donations so that the program will continue uninterrupted in the City of Sacramento and other communities throughout California.

ADMINISTRATIVE SUPPORT STATEMENT - Explain what type of priority this project has in your jurisdiction.

The City of Sacramento does not currently offer any drug and alcohol abuse services, but is willing to serve as the local government sponsor of the Safe Ride Program. Assuming the success of the South Lake Tahoe model in Sacramento, we envision the program operating free of government involvement at the conclusion of the grant period. The City of Sacramento enthusiastically supports this effort to reduce the number of deaths and injuries caused by persons driving under the influence of alcohol.

AGENCY CONTRIBUTION - Explain what services or funds are being contributed by your agency in support of this project.

International Good Samaritans' contributions toward the operational costs for the Sacramento Save-Ride Service from private and corporate donations will exceed \$290,000. This money will be raised from the following sources at these approximate percentages:

- | | |
|--|-----|
| a) Special Community Fund-raising events | 20% |
| b) Bar and Restaurant Support | 25% |
| c) Private and Membership Contributions | 15% |
| d) Corporate Contributions | 40% |

Based on our experience in South Lake Tahoe, we anticipate that the twenty automobiles required will be donated by local Dealers, Manufacturers and/or other agencies.

Program income generated as a result of this project will be utilized to further the objectives of the project. The estimate for program income is \$72,500 (Bar and Restaurant Support - item "b" above - 290,000 x 25%).

SCHEDULE B

DETAILED BUDGET ESTIMATE

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COST CATEGORY	FISCAL YEAR ESTIMATES				TOTAL COST TO PROJECT
	FY-1	FY-2	FY-3	FY-4	
A. PERSONNEL COSTS	7/1/88 - 9/30/88	10/1/88 - 9/30/89	10/1/89 - 9/30/90	10/1/90 - 6/30/91	
<u>Positions and Salaries</u>					
<u>Employee Benefits %</u>					
Total Personnel Costs	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-
B. TRAVEL EXPENSE					
Total Travel Expense	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-
C. CONTRACTUAL SERVICES					
International (Samaritans & Attached Detail)	\$ -0-	\$ 87,500	\$ 137,500	\$ 75,000	\$ 300,000
Total Contractual Services	\$ -0-	\$ 87,500	\$ 137,500	\$ 75,000	\$ 300,000

SCHEDULE B
DETAILED BUDGET ESTIMATE

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COST CATEGORY	FISCAL YEAR ESTIMATES				Pa 2
	FY-1	FY-2	FY-3	FY-4	TOTAL TO PROJECT
D. NON-EXPENDABLE PROPERTY	7/1/88 - 9/30/88	10/1/88 9/30/89	10/1/89 9/30/90	10/1/90 6/30/91	
Total Non-Expendable Property	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-
E. OTHER DIRECT COSTS					
Total Other Direct Costs	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-
F. INDIRECT COSTS					
City of Sacramento 10% Maximum	\$ 2,000	\$ 8,750	\$ 23,750	\$ 7,500	\$ 32,000
Total Indirect Costs	\$ 2,000	\$ 8,750	\$ 23,750	\$ 7,500	\$ 32,000
TOTAL BUDGET ESTIMATE					
All Categories	\$ 2,000	\$ 96,250	\$ 151,250	\$ 82,500	\$ 332,000

**INTERNATIONAL GOOD SAMARITANS
SACRAMENTO PROGRAM - DETAILED BUDGET ESTIMATE**

REVISED: 1/1/89

Cost Category	FY 2/1/89 - 6/30/89 SACRAMENTO		FY 7/1/89 - 9/30/89 SACRAMENTO		FY 10/1/89 - 6/30/90 SACRAMENTO		TOTAL - SEVENTEEN MONTH SUMMARY	
	Total	OTS Portion	Total	OTS Portion	Total	OTS Portion	Total	OTS Portion
a) PERSONNEL COSTS								
Exec. Director 50%	10,000	7,000	6,000	4,200	18,000	12,600	34,000	23,800
Sacto. Director 100%	12,500	12,500	7,500	7,500	22,500	22,500	42,500	42,500
Staff Wages	9,000	4,000	10,800	6,600	32,400	19,800	52,200	30,400
BENEFITS 15%	4,745	3,225	3,645	2,745	10,935	8,235	19,325	14,205
Payroll Taxes (WC, FICA, UI @ 17%)	5,055	3,655	4,131	3,111	12,393	9,333	21,579	16,099
TOTAL	41,300	30,380	32,076	24,156	96,228	72,468	169,604	127,004
b) TRAVEL EXPENSES								
In-State	1,000	1,000	3,000	1,000	9,000	3,000	13,000	5,000
Out-of-State	5,000	2,000	500	0	1,000	0	6,500	2,000
TOTAL	6,000	3,000	3,500	1,000	10,000	3,000	19,500	7,000
c) CONTRACTUAL SERVICES								
Contract Manual Preparation	2,500	375	0	0	0	0	2,500	375
Accounting and Legal	2,000	2,000	1,125	1,125	3,375	3,375	6,500	6,500
Video Production	21,000	7,000	7,000	0	14,000	0	42,000	7,000
TOTAL	25,500	9,375	8,125	1,125	17,375	3,375	51,000	13,875
d) NON-EXPENDABLE PROPERTY								
Car Phones	0	0	3,500	0	4,500	0	8,000	0
Office furniture, equip.	900	0	400	0	200	0	1,500	0
Computer	3,500	0	0	0	0	0	3,500	0
TOTAL	4,400	0	3,900	0	4,700	0	13,000	0
e) OTHER DIRECT COSTS								
Sacto. Office/Garage Rent	2,500	1,000	3,000	1,000	9,000	3,000	14,500	5,000
Sacto. Utilities	850	450	900	300	1,750	600	3,500	1,350
Telephone/Answering Svc/Pagers	2,000	500	3,000	1,000	9,000	1,000	14,000	2,500
Office Expense	2,950	950	4,500	0	11,500	0	18,950	950
Printing Expense	4,300	2,300	300	0	5,300	0	9,900	2,300
Insurance	4,000	0	9,000	3,000	30,000	9,000	43,000	12,000
Postage	450	450	6,000	0	2,400	0	8,850	450
Advertising	3,000	595	5,000	0	7,200	0	15,200	595
Automobile Gas, Maint., Repairs	1,750	1,000	10,500	5,919	41,500	20,057	53,750	26,976
Misc.	2,200	0	1,500	0	3,646	0	7,346	0
Books	2,000	0	0	0	0	0	2,000	0
TOTAL	26,000	7,245	43,700	11,219	121,296	33,657	190,996	52,121
TOTAL ALL CATEGORIES	103,200	50,000	91,301	37,500	249,599	112,500	444,100	200,000

ATC

The City of Sacramento requires a total of \$ 332,000 to implement the Adult Safe Ride Program. The funds will be used for Contractural Services and Indirect Costs as follows:

CONTRACTURAL SERVICES \$ 300,000 :

A contract will be implemented with the International Good Samaritans (IGS) to perform the services of this agreement. A detailed budget to be incorporated into the agreement between the City of Sacramento and IGS is attached as information. Budget expenditures are as follows:

Personnel Costs

Personnel costs for this project will include:

- o Executive Director - Half Time
- o Sacramento Director - Full Time
- o Staff Wages - Various staff will be employed for running the office. In addition, stipends will be provided for drivers.
- o Payroll Taxes as necessary.

Travel Expenses

Project related travel and per diem expenses will be allowed for enhancement or expansion of the program. Such travel may include participation in conferences and sharing the program with other cities. Out-of-State travel requires advanced written approval from the Office of Traffic Safety. Travel reimbursement will be in accordance with established State per diem rates.

Contractural Services

Various services will be provided through contractural services, included will be:

- o Manual Preparation
- o Accounting and Leagal Services
- o Video Production

Non-Expendable Property

Non-Expendable property purchased for this program will be through private donations.

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Other Direct Costs

Reimbursement for expenditures directly related to the project will be:

- o Rent
- o Utilities
- o Telephone
- o Office supplies
- o Printing
- o Insurance
- o Postage
- o Promotional Expenses (Not to include paid advertising space or air time)
- o Automobile Gas, Maintenance, Repairs

Items identified during the project period which are not included above may be reimbursed with prior approval of OTS.

INDIRECT COSTS \$ 32,000

An Indirect Cost reimbursement not to exceed 10% of the contractors actual expenditures will be provided to the City of Sacramento for administration of the project.

Reimbursement will be based on the actual administrative processing costs provided by the City.

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CERTIFICATION

CALIFORNIA TRAFFIC SAFETY PROGRAM

EQUAL OPPORTUNITY ASSURANCE

Pursuant to the requirements of Title VI provisions of the Civil Rights Act of 1964, the certifying applicant acting through its chief administrative officer, desiring to avail itself of the benefits of Chapter 1, Title 23, United States Code, and as a condition to obtaining the approval of the Secretary of Transportation and Governor of California of any highway safety projects as provided for in Title 23, United States Code, Section 105(a), hereby gives its assurance that all provisions of Equal Opportunity Assurance with regard to the Highway Safety Program will be complied with fully.

MINORITY BUSINESS ENTERPRISE

- (1) "Policy. It is the policy of the Office of Traffic Safety and the certifying applicant that minority business enterprises as defined in 49 CFR Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the MBE requirements of 49 CFR Part 23 apply to this agreement."

- (2) "MBE Obligation. The certifying applicant or its contractor agrees to ensure that minority business enterprises as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard the certifying applicant and all contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. The certifying applicant and its contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts."

DRINKING AND DRIVING PREVENTION:
A CONTROLLED INVESTIGATION IN TWO MAJOR CALIFORNIA CITIES

BARRY D. CAUDILL, Ph.D.

GLENDA KAUFMAN KANTOR, Ph.D.

STEVEN UNGERLEIDER, Ph.D.

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METHOD

EXPERIMENTAL OVERVIEW

The general purpose of the current investigation is to examine the usefulness of a "Safe Rides" intervention which will be introduced in the Sacramento, California area. This evaluation will be conducted in three major phases. In the first phase of this "Safe Rides" experimental investigation, demographic/attitudinal data will be collected by distributing questionnaires in 10 bars in each of two major cities in California - Sacramento and San Jose. The purpose in collecting this data is to make certain that no major demographic/attitudinal differences exist between the two experimental sites that may contaminate our planned comparisons between these two cities (such as major differences in drinking habits, or prior exposure to "Safe Rides" services). Information will be obtained from clientele in bars in each of these two major California cities - including data on demographic variables, drinking habits, attitudes about drinking or drug use and driving, awareness of the availability of "Safe Rides" intervention, impressions regarding the usefulness of "Safe Rides" programs, and information on clients potential use of such a public service.

Following the assessment of pre-experimental questionnaires, the

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second phase of this study will be introduced: the presentation of a "Safe Rides" service to the citizens of Sacramento. A "model" "Safe Rides" program, The International Good Samaritans (IGS) of Lake Tahoe, Nevada, will be introduced to the citizens of Sacramento through major media advertising. No such program will be introduced to the citizens of San Jose at this time so that a comparison can be made between these 2 relatively comparable California communities. During the implementation of this "Safe Rides" program in Sacramento, data will be collected on use of the service, where clientele who use the service are picked up and taken to, who calls for the service (the intoxicated customer, a friend, a bartender, the police, etc.), and characteristics of customers who use the service.

After 8 months of "Safe Rides" service in Sacramento, the third phase of this investigation will be introduced. This will entail presenting post-experimental questionnaires in the same bars where pre-experimental data was gathered - both in Sacramento and San Jose. Statistical tests will be conducted to examine differences between these two cities on each of the items included in the questionnaires. Further procedural details for each phase of the current investigation are listed below.

PHASE 1

Phase 1 of this "Safe Rides" project will entail presenting "Safe

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Rides Questionnaires" to 500 patrons in Sacramento and 500 others in San Jose (1,000 total) - distributed in 10 separate bars in each California location (50 per bar for 10 bars in each city). The bars will be chosen by the Principal Investigators (Drs. Caudill, Kaufman Kantor & Ungerleider) after consulting with local police departments and public officials, so some attempt will be made to choose bars that are comparable economically and socially. After gathering a list of socio-economic status levels (SES) for all the bars in the Sacramento and San Jose areas (working or middle class), 5 bars will randomly be selected for each SES level (working or middle class). If any particular bar owner who has been randomly selected to participate refuses to, then another bar will randomly be selected until we have our 5 bars at each SES level. These questionnaires will be distributed by two-person teams of volunteers from the MADD (Mothers Against Drunk Driving) organization in California - beginning on November 20, 1987. These volunteers will work in male/female pairs in each location and will be trained by two of the P.I.'s (Drs. Caudill & Kaufman Kantor) to present a strictly standardized request for participation to patrons they approach. To ensure the questionnaire administration is properly standardized, MADD volunteers will also be provided with small cards which have a typed verbatim description of the introduction. They will be allowed to use these cards as a reference so this initial presentation is consistent. Finally, to ensure consistency in the data gathering for Phase 1 of this "Safe Rides"

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investigation, 5 psychology graduate students will be hired and trained to supervise the MADD volunteers in each town (Sacramento and San Jose). These 10 graduate students will be trained by the same 2 P.I.'s who train the MADD volunteers (Drs. Caudill & Kaufman Kantor), and at the same time (on November 18 and 19, 1987). To further ensure consistency of questionnaire presentation and graduate student monitoring, the same 2 P.I.'s who conduct all the training sessions (Drs. Caudill & Kaufman Kantor) will also be present to monitor the beginning of the data gathering process for Phase 1 of the current study (one in each city). Details of the questionnaire administration procedure are described below.

PRE-EXPERIMENTAL QUESTIONNAIRE ADMINISTRATION The pre-experimental questionnaire administration will proceed as follows (beginning November 20, 1987): Subjects will be randomly selected when they first enter a bar included in the study. This selection process will include randomization up to the limit of every fifth patron as soon as they enter the bar. Therefore, anywhere from the first up to the fifth person will be selected to participate in this study. If the person who has been randomly selected to be asked to participate refuses, then the next customer will be asked until some "next" patron agrees to participate. Then we will return to the random selection process again. This randomization process will be conducted by the Principle Investigators (Drs. Caudill, Kaufman Kantor &

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Ungerleider) prior to the beginning of the study.

Questionnaires will only be distributed on Friday, Saturday, Monday, Tuesday and Wednesday nights (and not during holidays); only from 7 P.M. TO 11P.M; and only 10 valid questionnaires will be collected each night. If customers note in their questionnaires that they have consumed alcohol earlier that evening, this questionnaire will not be included in the 10 needed that particular night (hence, referred to as non-valid questionnaires). Upon first entering the bar, a MADD representative will approach the patron and will say: "Hello, my name is "first name". I am a researcher from Integrated Research Services, a private research corporation. We are conducting a study on drinking habits and would appreciate it if you would fill out a brief questionnaire. The questionnaire will only take several minutes of your time and we would like to show our appreciation by giving you a coupon worth \$4.00 which is good for credit for non-alcoholic beverages or food items at this location. When finished please return the questionnaire to me for your cash credit." If the patron who is approached refuses to allow the research volunteer to complete their introduction, the volunteer can then say, "I can compensate you for your time in completing this questionnaire if you are interested." No further comments will be made to encourage participation if the customer refuses.

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A table will be placed near the entrance of each bar and patrons will be asked to complete their questionnaires at this location. This process is included to discourage group participation or input from friends when participants complete their questionnaires. When patrons return their questionnaires to the researcher, the customer will be given their coupon for participating.

Upon reviewing the questionnaires the P.I.'s (Drs. Caudill, Kaufman Kantor & Ungerleider) will exclude any subjects from the overall statistical analyses who responded with a Yes to Question #9 on the pre-experimental questionnaire or Yes to the same question (Question #9) on the post-experimental questionnaire that they had consumed alcohol that evening prior to filling out this questionnaire. This process will help ensure that respondents are sober when they fill out the questionnaires. These subjects will then be replaced so that the total N in each city is equal to 500 subjects (50 from each of 10 bars). Data will be examined separately for those respondents who consumed alcohol prior to completing our pre-experimental questionnaire.

After complete data has been gathered on subjects in each community, the P.I.'s will examine the data gathered during Phase 1 of this study to determine if any significant attitudinal/experiential differences exist between the two communities which may contaminate the use of San Jose as a

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comparison (differences such as prior exposure to similar programs or differences in deviant norms - the acceptability of drinking/drug use and driving). Assuming that no significant differences are discovered in examining the pre-experimental questionnaire data, the intervention portion of the investigation (Phase 2) will begin.

Phase 2

In Phase 2 the experimental manipulations will be introduced (in February or March, 1988). This entails presenting the IGS "Safe Rides" service through major media advertising in Sacramento. No intervention program will currently be introduced to the community of San Jose, but San Jose will be used as a "control condition" to be contrasted with the response of bar patrons in Sacramento. San Jose is the one additional community in California which is closest in population and demographically to Sacramento, and which also happens to be in the San Francisco bay area. Overall, the citizens of San Jose are more educated and have a higher socio-economic status level than the citizens of Sacramento, but such a directional difference is to our advantage for several reasons. Because several of the primary dependent variables for this study are "impressions of Safe Rides programs", potential use of such a public service, and deviant norms (whether consumers feel it is acceptable to consume alcohol or take drugs and drive), the higher educational and income

2A

levels in San Jose should work in our favor. Because of this higher level of education and SES levels in San Jose, it might be hypothesized that these citizens would initially have a better impression of the utility of such a public service as "Safe Rides". They might also be more willing to use such a service, and finally might exhibit less evidence of deviant norms. Therefore, this multifaceted analysis, and use of a "control" city in the current study, provides a more rigorous test of experimental hypotheses.

One major prediction regarding the effects of implementing this "Safe Rides" program in Sacramento is that impressions of the program will improve, intent to use the program will increase, and deviant norms will change in a positive direction (that it is less acceptable to drink or use drugs and drive). San Jose may therefore be a good comparison because they may initially be "ahead" of Sacramento in this regard. Even though there are economic and educational differences between these two communities, U.S. government 1980 census statistics show that there is no difference between the two communities for the percentage of the population which uses carpools or public transportation.

The intervention process in Sacramento will include the following elements:

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1) The team at Integrated Research Services, along with the International Good Samaritans group, will prepare for major television, radio, and newspaper advertising. These advertisements will present the "Safe Rides - Good Samaritans" program to the public along with noting the success of this same program in another community - Lake Tahoe. It might be noted in this context that the "International Good Samaritans" group at Lake Tahoe has given over 11,000 patrons free rides home when the customers felt too intoxicated to make it home safely on their own. No such public service will be introduced to the San Jose community at this time.

2) Concurrent with the media blitz, a service will be made available to patrons within the city limits of Sacramento which will also take patrons home to areas in suburban Sacramento, if that is where the customers happen to live. "Pickups", however, will only be within the city limits. This program will be identical to the "International Good Samaritans" program at Lake Tahoe. Customers will be given free rides home from bars or restaurants in the Sacramento area if they have consumed too much liquor. They may also avail themselves of this service if they have consumed too many prescription or nonprescribed drugs, are feeling too tired, or for any other reason feel they cannot drive safely. Records will be kept regarding where patrons are picked up for their "Safe Ride" home and where they are taken to.

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3) Other components of the program will be identical to procedures currently used by The International Good Samaritans group at Lake Tahoe, Nevada. This includes:

- 1) Volunteers working in teams - for their own safety;
- 2) Taking the customers' cars home for them when they are given their "Safe Ride" home;
- 3) Using the customers' private insurance as the primary source of insurance to cover our driving their cars home for them;
- 4) Providing a service 24 hours a day, 7 days a week;
- 5) Keeping records of who uses the service - partly to help identify abusers of the system;
- 6) Insisting upon calling the customer back before sending a team to pick them up - to limit the occurrence of "practical jokes";
- 7) Not picking up customers who look potentially dangerous - to protect the IGS volunteers who provide these "Safe Rides";
- 8) Various other procedures will be replicated based upon methodology which The International Good Samaritans group has devised and refined in their 2 1/2 years of experience with an identical program at Lake Tahoe, Nevada.

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PHASE 3

After 8 months has passed since this "Safe Rides" program has been introduced to the city of Sacramento (approximately October or November of 1988), another set of research teams from MADD will again enter the same 10 bars in each community and collect our final data - by handing out post -experimental questionnaires. An identical procedure will be followed as with the pre-experimental questionnaire distribution. To assure uniformity of presentation, the same two P.I.'s who conducted the training of MADD volunteers and graduate students for the pre-experimental questionnaires (Drs. Caudill & Kaufman Kantor) will follow an identical procedure for training and monitoring this phase of the study. Questionnaires will be distributed in the same 20 bars (10 in each city) that were used for gathering pre-experimental data.

MAJOR DEPENDENT VARIABLES

The major variables examined in this study include the following:

- 1) The impression of the utility of a "Safe Rides" program for their community (derived from examining pre - post questionnaires).

2A

2) The intent for even using such a public service (derived from pre - post questionnaires).

3) The actual use of the "Safe Rides" service (pre - post comparison).

4) Changes (pre - post) in deviant norms (the acceptability of drinking or using drugs and driving). This will be assessed by examining attitudes about drinking/using drugs and driving, as well as looking at self-reports of drinking and driving and riding with others who have been consuming alcohol or using drugs and then have driven.

5) Examining pre - post data on alcohol related crashes - single and multiple car crashes, as well as pre - post data on alcohol related injuries and fatalities. Data will also be obtained on DWI or DUI statistics for each community. Data will also be collected on road, weather and driving conditions - pre and post, as well as vehicle miles traveled to control for confounding variables with traffic safety research.

In examining the results of this study, Sacramento - being the "experimental city" in this investigation, will serve as its own control as well as being compared to a comparable city - in this case, San Jose. This will be done by examining "within pre-post" comparisons and by contrasting the changes over time with

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those over an identical time period in another somewhat comparable California community - San Jose.

FOLLOW-UP ASSESSMENT

Follow-up data will be collected at 3 months, 6 months, and 1 year after the completion of this investigation. This data will include a further assessment of use of "Safe Rides" services in these communities, and a further assessment of drinking and driving-related statistics - DWI/DUI's, as well as alcohol related crashes, injuries, and fatalities.

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INTEGRATED RESEARCH SERVICES, INC.
A NON-PROFIT RESEARCH & EDUCATION CORPORATION

This questionnaire is part of a research project studying drinking attitudes and behaviors. You will be compensated for the time you spend responding to our survey. All the information you provide is strictly confidential. Therefore, do not write your name on this questionnaire. The persons distributing the questionnaires will not review any of your responses and all the information you provide will be identified by code numbers only. Thank you for taking the time to respond to our brief questions.

FIRST WE HAVE SOME GENERAL QUESTIONS ABOUT YOU AND YOUR BACKGROUND:

1. Date of Birth: month _ _ day _ _ year _ _ _ _ .
2. Sex: Female _ Male _ (Please check).
3. What is your marital status? (Please check one.)

a) <input type="checkbox"/> Married	d) <input type="checkbox"/> Separated from Spouse
b) <input type="checkbox"/> Single	e) <input type="checkbox"/> Widowed
c) <input type="checkbox"/> Divorced	f) <input type="checkbox"/> Co-habiting
4. If married or cohabiting how long have you been with your partner? _____ Years
_____ Months.

What is your current family income (combined income if two wage-earners)? (Please check appropriate amount.)

- | | |
|--|--|
| a. <input type="checkbox"/> less than \$5,000 | f. <input type="checkbox"/> \$25,000 to \$30,000 |
| b. <input type="checkbox"/> \$5,000 to \$10,000 | g. <input type="checkbox"/> \$30,000 to \$35,000 |
| c. <input type="checkbox"/> \$10,000 to \$15,000 | h. <input type="checkbox"/> \$40,000 to \$50,000 |
| d. <input type="checkbox"/> \$15,000 to \$20,000 | i. <input type="checkbox"/> \$55,000 to \$60,000 |
| e. <input type="checkbox"/> \$20,000 to \$25,000 | j. <input type="checkbox"/> Over \$60,000 |

6. What is the last year of school that you have completed? (Please check one.)

- | | |
|--|--|
| a. <input type="checkbox"/> none | f. <input type="checkbox"/> High school graduate |
| b. <input type="checkbox"/> 1st to 6th grade | g. <input type="checkbox"/> Some college |
| c. <input type="checkbox"/> 7th grade | h. <input type="checkbox"/> College graduate |
| d. <input type="checkbox"/> 8th grade | i. <input type="checkbox"/> Master's degree |
| e. <input type="checkbox"/> Some high school | j. <input type="checkbox"/> Ph.D. degree |

7. What is your ethnic background? (Please check one.)

- | | |
|--|--------------------------------------|
| a. <input type="checkbox"/> Pacific Islander | f. <input type="checkbox"/> Oriental |
| b. <input type="checkbox"/> American Indian | g. <input type="checkbox"/> Asian |
| c. <input type="checkbox"/> Alaska Native | h. <input type="checkbox"/> Black |
| d. <input type="checkbox"/> Hispanic | i. <input type="checkbox"/> White |
| e. <input type="checkbox"/> Hispanic/black | j. <input type="checkbox"/> Other |

8. Do you have children under age 18 living at home? Yes ___ No ___ (Please check one).

NOW WE WOULD LIKE TO ASK YOU SOME QUESTIONS ABOUT YOUR DRINKING HABITS.

9. Have you consumed any alcoholic beverages this evening? (Before you completed this questionnaire)? Yes ___ No ___ (Please check one.)

IF YOUR ANSWER TO QUESTION 9 IS NO THEN SKIP TO QUESTION 11

IF YOUR ANSWER TO QUESTION 9 IS YES (YOU DID DRINK TONIGHT) THEN ANSWER THE NEXT TWO QUESTIONS AND ALL OTHER QUESTIONS.

10. If you drank any alcohol earlier tonight which beverage did you have? Please check appropriate one(s) and write in amounts.

- a) Beer ___ Number of glasses (circle if glasses) ___ (actual number)
 Number of bottles (circle if bottles) ___ (actual number)
- b) Wine ___ Number of glasses ___ (actual number)
- c) Liquor ___ Number of drinks ___ (actual number)

NEXT WE WANT TO ASK ALL OF YOU ABOUT YOUR USUAL DRINKING HABITS:

11. Let's first take beer. (Please check one).

How often on the average, do you usually have a beer?

- a. ___ Every day
 b. ___ At least once a week but not every day
 c. ___ At least once a month but less than once a week
 d. ___ More than once a year but less than once a month
 e. ___ Once a year or less
 f. ___ Never

12. When you drink beer, how much, on the average do you usually drink at any one time? (Please check one.)

- a. ___ More than six cans or tavern glasses
 b. ___ 5 or 6 cans or tavern glasses
 c. ___ 3 or 4 cans of beer or tavern glasses
 d. ___ 1 or 2 cans of beer or tavern glasses
 e. ___ less than 1 can of beer or tavern glass
 f. ___ Do not drink beer

13. Now let's look at table wine. How much, on the average, do you usually drink at any one time. (Please check one.)

- a. ___ Over six glasses of wine
 b. ___ 5 or 6 glasses of wine
 c. ___ 3 or 4 glasses of wine

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- d. 1 or 2 glasses of wine
- e. less than one glass of wine
- f. Do not drink wine

14. How often do you usually drink wine? (Please check one.)

- a. Every day
- b. At least once a week but not every day
- c. At least once a month but less than once a week
- d. More than once a year but less than once a month
- e. Once a year or less
- f. Never

15. Next we would like to ask you about liquor or spirits (whiskey, gin, vodka, mixed drinks, etc.). How often do you usually have a drink of liquor? (Please check one.)

- a. Every day
- b. At least once a week but not every day
- c. At least once a month but less than once a week
- d. More than once a year but less than once a month
- e. Once a year or less
- f. Never

When you drink liquor how many drinks, on the average, do you usually drink at any one time? (Please check one.)

- a. Over 6 drinks
- b. 5 or 6 drinks
- c. 3 or 4 drinks
- d. 1 or 2 drinks
- e. less than 1 drink
- f. don't drink spirits

17. Have you ever heard of a "Safe Rides" program before? (A public service where intoxicated customers can receive a free ride home) Yes No (Please check one.)

IF NO (NEVER HEARD OF "SAFE RIDES") THEN SKIP TO QUESTION 22.

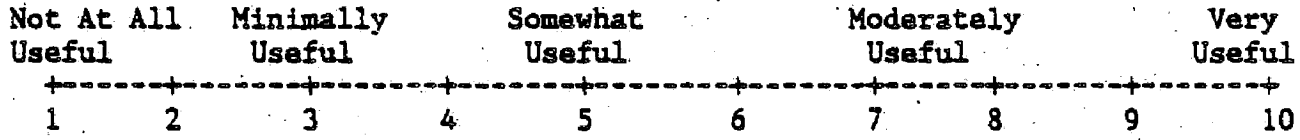
18. If your answer to Question 17 is YES, then where did you hear about "Safe Rides?" (Please check one).

- a. radio
- b. TV
- c. newspapers
- d. magazines
- e. friends
- f. don't know

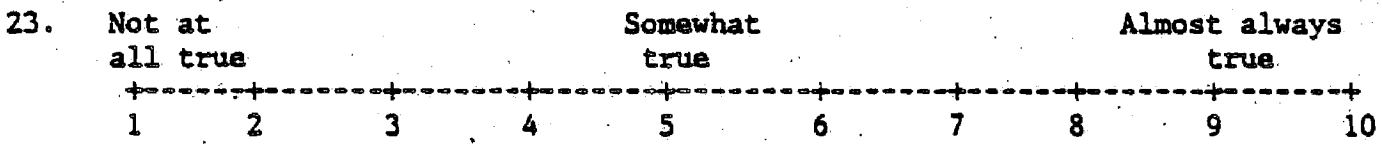
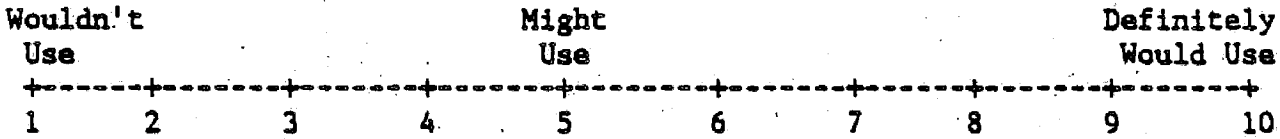
19. Have you ever used such a service before? Yes No (Please check one.)

20. If you have used such a service, how many times have you done so? _____. (Please write in number of times)

21. If you have heard of a "Safe Rides" program before, what is your impression of the usefulness of this program? (Please circle the appropriate response.)



22. If "Safe Rides" were available in your area how likely is it that you may use this service? (Please circle one number below.)



There are a number of situations which can influence the amount and times that people drink. For each of the following select a number from 1 to 10 from the above scale and mark the appropriate numbers in the spaces provided.

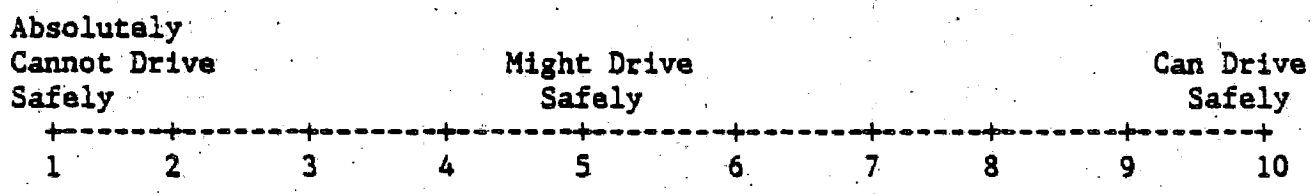
- a. _____ When I'm taking some types of medications, I drink the same amount.
- b. _____ I can drive safely even though I feel somewhat intoxicated.
- c. _____ If I have a hard day coming up at work/school, I don't drink the night before.
- d. _____ I only drink on weekends or special occasions.
- e. _____ At a party, I drink the same amount whether I am driving or not.
- f. _____ I don't drive after drinking/using drugs because the police are likely to stop me.

24. How many times in the past 12 months have you driven while feeling intoxicated? _____ (Please indicate number of times.)

25. How many times in the past 12 months have you ridden with a driver who's intoxicated? _____ (Please indicate number of times.)

2/A

How confident are you that you can drive safely when feeling intoxicated? (Please circle appropriate number.)



27. Are there situations you can think of where it's O.K. to drive when you are feeling intoxicated? Yes ___ No ___
28. Are there situations you can think of where it's O.K. to drive when you have been using marijuana or other drugs? Yes ___ No ___

Thank you for participating in our research investigation. When you are finished please return this questionnaire in exchange for a coupon compensating you for your help. Thanks again.

INTEGRATED RESEARCH SERVICES, INC.
 The North Bank
 66 Club Rd.
 Suite 370
 Eugene, OR 97401

JH

INTEGRATED RESEARCH SERVICES, INC.
A NON-PROFIT RESEARCH & EDUCATION CORPORATION

This questionnaire is part of a research project studying drinking attitudes and behaviors. You will be compensated for the time you spend responding to our survey. All the information you provide is strictly confidential. Therefore, do not write your name on this questionnaire. The persons distributing the questionnaires will not review any of your responses and all the information you provide will be identified by code numbers only. Thank you for taking the time to respond to our brief questions.

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1. Date of Birth: month _ _ day _ _ year _ _ _ _
2. Sex: Female _ Male _ (Please check).
3. What is your marital status? (Please check one.)
 - a) Married
 - b) Single
 - c) Divorced
 - d) Separated from Spouse
 - e) Widowed
 - f) Co-habiting
4. If married or cohabiting how long have you been with your partner? _____ Years
_____ Months.
5. What is your current family income (combined income if two wage-earners)? (Please check appropriate amount.)
 - a. less than \$5,000
 - b. \$5,000 to \$10,000
 - c. \$10,000 to \$15,000
 - d. \$15,000 to \$20,000
 - e. \$20,000 to \$25,000
 - f. \$25,000 to \$30,000
 - g. \$30,000 to \$35,000
 - h. \$40,000 to \$50,000
 - i. \$55,000 to \$60,000
 - j. Over \$60,000
6. What is the last year of school that you have completed? (Please check one.)
 - a. none
 - b. 1st to 6th grade
 - c. 7th grade
 - d. 8th grade
 - e. Some high school
 - f. High school graduate
 - g. Some college
 - h. College graduate
 - i. Master's degree
 - j. Ph.D. degree
7. What is your ethnic background? (Please check one.)
 - a. Pacific Islander
 - b. American Indian
 - c. Alaska Native
 - d. Hispanic
 - e. Hispanic/black
 - f. Oriental
 - g. Asian
 - h. Black
 - i. White
 - j. Other

24

Do you have children under age 18 living at home? Yes ___ No ___ (Please check one).

NOW WE WOULD LIKE TO ASK YOU SOME QUESTIONS ABOUT YOUR DRINKING HABITS.

9. Have you consumed any alcoholic beverages this evening? (Before you completed this questionnaire)? Yes ___ No ___ (Please check one.)

IF YOUR ANSWER TO QUESTION 9 IS NO THEN SKIP TO QUESTION 11.

IF YOUR ANSWER TO QUESTION 9 IS YES (YOU DID DRINK TONIGHT) THEN ANSWER THE NEXT TWO QUESTIONS AND ALL OTHER QUESTIONS.

10. If you drank any alcohol earlier tonight which beverage did you have? Please check appropriate one(s) and write in amounts.

a) Beer ___ Number of glasses (circle if glasses) ___ (actual number)
Number of bottles (circle if bottles) ___ (actual number)

b) Wine ___ Number of glasses ___ (actual number)

c) Liquor ___ Number of drinks ___ (actual number)

NEXT WE WANT TO ASK ALL OF YOU ABOUT YOUR USUAL DRINKING HABITS:

Let's first take beer. (Please check one).

How often on the average, do you usually have a beer?

- a. ___ Every day
- b. ___ At least once a week but not every day
- c. ___ At least once a month but less than once a week
- d. ___ More than once a year but less than once a month
- e. ___ Once a year or less
- f. ___ Never

12. When you drink beer, how much, on the average do you usually drink at any one time? (Please check one.)

- a. ___ More than six cans or tavern glasses
- b. ___ 5 or 6 cans or tavern glasses
- c. ___ 3 or 4 cans of beer or tavern glasses
- d. ___ 1 or 2 cans of beer or tavern glasses
- e. ___ less than 1 can of beer or tavern glass
- f. ___ Do not drink beer

13. Now let's look at table wine. How much, on the average, do you usually drink at any one time. (Please check one.)

- a. ___ Over six glasses of wine
- b. ___ 5 or 6 glasses of wine
- c. ___ 3 or 4 glasses of wine

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20. If your answer to Question 18 is YES, then where did you hear about "Safe Rides prior to the last 8 months?" (Please check one).

- a. radio _____
 b. TV _____
 c. newspapers _____
 d. magazines _____
 e. friends _____
 f. don't know _____

21. Have you ever used such a service before? Yes _____ No _____ (Please check one.)

22. If you have used such a service, how many times have you done so? _____. (Please write in number of times)

23. If you have heard of a "Safe Rides" program before, what is your impression of the usefulness of this program? (Please circle the appropriate response.)

Not At All Useful	Minimally Useful	Somewhat Useful	Moderately Useful	Very Useful
+	+	+	+	+
1	2	3	4	5
6	7	8	9	10

24. If "Safe Rides" were available in your area how likely is it that you may use this service? (Please circle one number below.)

Wouldn't Use	Might Use	Definitely Would Use
+	+	+
1	2	3
4	5	6
7	8	9
10		

25. Not at all true _____ Somewhat true _____ Almost always true _____

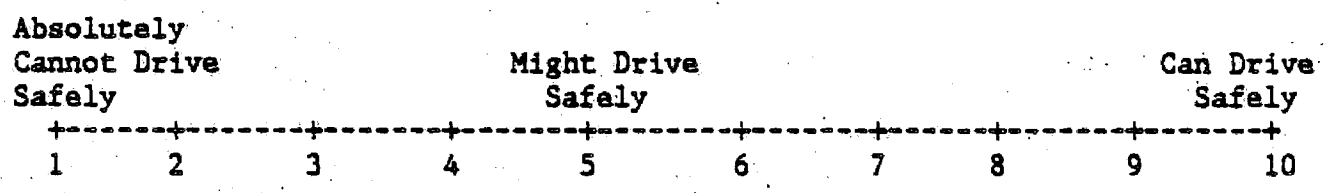
+	+	+	+	+	+	+	+	+	+
1	2	3	4	5	6	7	8	9	10

There are a number of situations which can influence the amount and times that people drink. For each of the following select a number from 1 to 10 from the above scale and mark the appropriate numbers in the spaces provided.

- a. _____ When I'm taking some types of medications, I drink the same amount.
 b. _____ I can drive safely even though I feel somewhat intoxicated.
 c. _____ If I have a hard day coming up at work/school, I don't drink the night before.
 d. _____ I only drink on weekends or special occasions.
 e. _____ At a party, I drink the same amount whether I am driving or not.
 f. _____ I don't drive after drinking/using drugs because the police are likely to stop me.

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- 26. How many times in the past 12 months have you driven while feeling intoxicated? (Please indicate number of times.) _____
- 27. How many times in the past 12 months have you ridden with a driver who's intoxicated? (Please indicate number of times.) _____
- 28. How confident are you that you can drive safely when feeling intoxicated? (Please circle appropriate number.)



- 29. Are there situations you can think of where it's O.K. to drive when you are feeling intoxicated? Yes _____ No _____
- 30. Are there situations you can think of where it's O.K. to drive when you have been using marijuana or other drugs? Yes _____ No _____
- 31. Have you filled out a questionnaire like this in the last 8 months? Yes _____ No _____

Thank you for participating in our research investigation. When you are finished please return this questionnaire in exchange for a coupon compensating you for your help. Thank again.

INTEGRATED RESEARCH SERVICES, INC.
The North Bank
66 Club Rd.
Suite 370
Eugene, OR 97401

United States Senate

WASHINGTON, DC 20510

April 11, 1985

318 Senate Office Building
(202) 224-3042
CANNON CITY OFFICE
705 ANNE ARD PARK STREET
(703) 663-1630
LAD WALKER OFFICE
200 LAD WALKER DRIVE, SUITE 200
(903) 266-4647
MAIL OFFICE
200 SENATE STREET
(202) 786-4868

Dear Dr. Ungerleider:

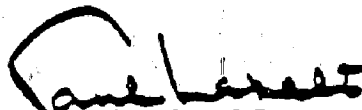
I have just received a copy of "A Proposal for Assessing the Effects of Drunk Driver Prevention Programs," of which you are a co-author. I have enjoyed the opportunity to view the material.

Certainly, one of the greatest concerns currently facing our nation is the combination, often lethal, of alcohol and driving. I am acutely aware of the escalating number of accidents and injuries which are being linked to alcohol. Likewise, the increased involvement of teenagers presents a problem with grim implications for the future if we fail to assess our current situation.

I must applaud your efforts to delve into this problem by conducting a comprehensive review of existing drunk driver prevention programs. We can reduce the tragic drunk driving statistics only through prudent action and evaluation, and your approach appears to be an ambitious, organized effort to this end.

Let me offer my warmest support and commendation for your efforts. With best wishes, I am

Sincerely,


PAUL LAXALT
U.S. Senator

PL:ztd

Dr. Steven Ungerleider
Integrated Counseling Services
The North Bank
666 Club Road, Suite 370
Eugene, Oregon 97401

CompCare.
COMPREHENSIVE CARE CORPORATION

24

March 14, 1986

Dear Dr. Ungerleider:

Every year, the lives of countless numbers of young adults are tragically cut short on our highways. The facts demonstrate that, in most cases, drinking is a factor in these fatal accidents. The Exploring Saferides Program of the Boy Scouts is doing something about needless death among teenagers in Orange County. It is an exciting program for teenagers run by teenagers to help teenagers save the lives of teenagers!

Comprehensive Care Corporation has recently joined forces with the Exploring Division of the Orange County Council, B.S.A., in an effort to provide support and consolidate resources for the Exploring Saferides Program county-wide. We are endeavoring to develop a Saferides Task Force Group that will be comprised of numerous community organizations with similar purposes and goals.

This Task Force Committee will meet quarterly during 1986, and will focus on the development and expansion of the Exploring Saferides Program. Subjects such as youth training, program marketing, available facilities, and financial resources will be addressed during our gatherings.

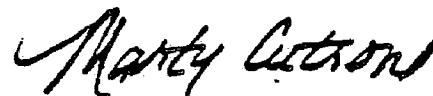
Because of the nature of your organization, your expertise is needed to help us provide advice and resources for our Saferides Posts. I have enclosed some additional resource literature regarding the Saferides Program and the Task Force Group.

If you are interested in participating in the Saferides Task Force Group or if you are a Saferides Advisor and want to learn more about the Saferides Program, please join us at our luncheon on April 3, 1986, at 12:00 noon, at Comprehensive Care Corporation, located at 18551 Von Karman Avenue, Irvine (near the corner of Von Karman and Michelson). Please RSVP to (714) 253-7233 by April 1, so we can plan on your attendance.

Cordially,



Edward J. Carels, Ph.D.
Executive Vice President
Communications
Explorer Saferides Chairman



Marty Cutrone
Exploring Director
Orange County Council, BSA

24

EXPLORING SAFE-RIDES TASK FORCE PROPOSAL

Purposes of the Safe-Rides Task Force:

To provide a forum of on going communication between community organizations and adult volunteers at the unit level; to cultivate financial resources; to develop youth and volunteer training courses; and to work towards expanding the program county wide.

Specific Objectives:

1. Conduct quarterly Safe-Ride Task Force Meetings.
2. Conduct an initial Safe-Rides Awareness Luncheon.
3. Recruit representatives from the following Organizations to serve on the Task Force: Comprehensive Care Corporation, S.A.D.D., M.A.D.D., Orange County Trauma Society, May Company, Safe Conduct Council, California Highway Patrol of Orange County, Orange County Board of Education, School District Superintendents, Municipal or Superior Court Judge, Orange Department of Education, Drug & Alcohol Abuse Prevention Organizations, Community Pride, C.A.S.A., High School Principal.
4. Develop a Training Manual and schedule of training sessions for youth and leaders.
5. Help posts find quality chartered organizations which supply quality meeting facilities.
6. Develop marketing and public relation strategies to increase public awareness.
7. Create a forum for idea exchange.



MADD

24

Mothers Against Drunk Driving

669 Airport Freeway, Suite 310 • Hurst, Texas 76053 • (817) 268-MADD

May 29, 1986

UNDER
Candy Lightner

BOARD OF DIRECTORS

- Chairman & CEO
John Wheeler
- Member
James Jean Phillips
- President
Les Fine
- President
Neil Fennell
- President
Licky Sadoff
- Secretary
Suzanne J. Stoyman
- Member
Robert H. Frank
- Member
Robert L. Beck
- Member
Conna Ferrante
- Member
Mike Kirk
- Member
Imelda Kozmayer
- Member
Terry Sachs
- Member
Susan Sheehan
- Member
William E. Tholke
- Member
Robert B. Voss

Steven Ungerleider PhD
 Psychologist/Director
 Integrated Services
 The North Bank 66 Club Road Suite 370
 Eugene, OR 97401

Dear Dr. Ungerleider:

Just a quick note to thank you for the first round of data and to give you the green light to release the findings to your colleagues.

I have not had time to read the results yet (this weekend perhaps?), but Janice says there is no reason not to release the data, and that is good enough for me.

Best regards.

Sincerely,

D. E. Schaet
Executive Director

EXECUTIVE DIRECTOR
Donald E. Schaet

DES/hg

EXHIBIT B
(City Travel Policy)

24

CITY OF SACRAMENTO

FINANCIAL POLICY INSTRUCTION

Topic: Travel Request Procedure and Expense Reimbursement Process FPI Number 13
 Pages: 1-8

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 Director of Finance

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Travel Request Procedure and Expense Reimbursement Process

3.1 Purpose and Scope

- 13.1.1 To establish the policy, procedures and guidelines for officials and employees of the City of Sacramento on official business or representing the City and applies to expenses incurred both inside and outside the City of Sacramento.
- 13.1.2 Examples of travel and expense reimbursement covered by this instruction are as follows:
 - A. Department approved attendance at conferences, conventions, hearings, schools, seminars, symposia, or other meetings regardless of the distance traveled to the location of the event;
 - B. To interview persons, inspect facilities or institutions, conduct surveys, exchange professional information, or otherwise travel for the administrative benefit of the City;
 - C. To transport equipment to and from distant points for repair, modification, etc.;
 - D. Transporting prisoners; and
 - E. Other such activities requiring expenditures for travel and/or subsistence as are clearly necessary for the best interests of the City.

13.2 Policy

- 13.2.1 It is the policy of the City that no employee shall sustain personal financial loss for reasonable and necessary costs as a result of representing the City of Sacramento, within the guidelines set forth in the following expense reimbursement process.
- 13.2.2 The following expense and subsistence allowances have been established by Resolution 88-600.
 - A. The Mayor and City Council members are authorized to claim the actual cost of lodging for a standard single room rate supported by an itemized receipt, \$35 per diem for meals including tip, and incidental expenses

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when traveling in lieu of vouchered claims for actual cost of meals in lieu of per diem. They may receive full reimbursement to cover actual costs when an itemized voucher for the actual meals including tip individually exceeding \$10.00 and incidental expenses individually exceeding \$5.00 is submitted to the Department of Finance.

B. All other City employees and officials are authorized the actual cost of standard single room rate lodging, a per diem maximum of \$35 for meals including tip, and incidental expenses when traveling within California when conducting official City business. The per diem maximum for meals in the City of San Francisco only is \$45 including tip. An itemized voucher claim must be submitted to the Department of Finance to claim reimbursement.

C. All other City employees and officials are authorized the actual cost of standard single room rate lodging, and a per diem maximum of \$35 for meals including tip, and incidental expenses when traveling outside California when conducting official City business. If the anticipated meal expenses exceeds the \$35 per diem maximum, a waiver must be approved in advance by the Director of Finance. In these cases, the Director of Finance shall establish the per diem maximum based upon an established per location schedule. An itemized voucher claim must be submitted to the Department of Finance to claim reimbursement.

13.2.3 The City will not reimburse any expense associated with travel without prior departmental approval.

13.2.4 Except for the Mayor and City Council members who are authorized to claim actual lodging costs plus \$35 per diem for meals, including tip and incidental expenses in lieu of vouchered claims (Ref 13.2.2A above), meal claims exceeding \$10.00 and all other claims (lodging, transportation, registration) individually exceeding \$5.00 must be supported by a receipt and a copy of the conference program. Travel Expense Reimbursement Requests exceeding the maximum exemption not supported by receipts and program will be returned without payment to the employee's department for written justification by the Department Director to support the claimed expenses and to indicate why receipts supporting the claimed expenditures are not available.

13.2.5 The City will only reimburse its designated travel service agent for commercial transportation costs (i.e., air fares, train fares).

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- 13.2.6 The City will reimburse for private vehicle mileage at the rate of \$.28 per mile. Employees who receive automobile allowances must deduct 25 miles from the total miles traveled. However, the City's maximum mileage reimbursement will not exceed the lowest commercial travel cost available seven days prior to the date travel status begins.
- 13.2.7 The City will not reimburse an employee for the following expenses:
- A. Spouse's transportation, lodging and meals;
 - B. Meals included in the program covered by the registration fee;
 - C. Claims submitted for reimbursement more than ten (10) working days following the employee's return from the approved trip.
 - D. Non essential program activities such as sports tournaments, social activities, tours, etc.
- 13.2.8 For travel that is reimbursed by an agency other than the City of Sacramento, a Travel Request Form must be completed and processed in advance for the protection of the employee.
- 13.2.9 The City Manager's approval for travel is only required for travel requests not budgeted or outside the State of California. Department directors have the authority to approve budgeted in-state travel requests.
- 13.2.10 Employees who fail to return travel advances received in excess of claimed expenses under the auspices of 13.3.1G below may be subject to disciplinary action.
- 13.2.11 Every department/division will designate a travel coordinator to carry out this Financial Policy Instruction.

13.3 Procedure/Form Process

- 13.3.1 The preparation and completion process for the Travel Request Form 22 (revised 5/88) is as follows:
- A. Provide account number (fund, agency, organization, job number if applicable and object code) and complete items numbered 1 through 13 (see Appendix 13.4.1);
 - B. Forward completed Travel Request Form for approval to Department Director (for budgeted in-state travel) City Manager for unbudgeted and/or out-of-state travel (i.e., items #14 and #15 signature).

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- C. Upon approval of Travel Request, the Department/Division travel coordinator will contact Accounting to be assigned a Travel Request Number. Department/Division travel coordinator will write number in box at top of Travel Request form, along with fund, agency, organization, and job number (if any) to charge. Under the authorization of the Travel Request Number followed by the organization number to charge, department will make arrangements with the City's authorized travel agent for commercial transportation and lodging. Commercial travel must be booked through the City's travel agent. Conference sponsored lodging does not need to be arranged through the travel agent. Other commercial lodging must be arranged through the travel agent. The department will provide the travel agent with Travel Request Number followed by the organization number to charge, employee's name, destination, departure and return date/times, etc. Travel agent will forward all tickets and confirmations to a designated drop off location.
- D. Upon completion of booking travel, transportation, and lodging arrangements, the designee will remove Copy 2 of Travel Request for department files and forward Copies 1, 3, and 4 to the Accounting Division with completed Payment Vouchers for travel advance and other prepayments requested.
- E. Accounting will date and log in the approved Travel Request form. Accounting will prepare checks for travel advance and prepayments requested. Along with Copies 3 and 4 of Travel Request, travel advances and prepayments to accompany employee will be either held for employee or travel coordinator to pick up at Accounting Division or forwarded to the Department/Division travel coordinator, depending on time available. Accounting will mail other prepayments directly to payees for registration fees, etc. Copy 1 of the Travel Request will be filed in Accounting.
- F. The originating Department/Division travel coordinator will advise the employee that the approved Travel Request Form (Copies 3 and 4), commercial transportation tickets, lodging confirmation, and any requested travel advance are available.
- G. Within ten (10) working days following return from approved trip, the employee will complete item 16 and 17 on Travel Request Form (Copies 3 and 4) and attach required receipts for meals, lodging, taxi, etc., copy of conference program, if applicable, any travel

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advance in excess of claimed expenses in the form of a check or money order payable to the City of Sacramento, and return Copies 3 and 4 to the Department Director for approval. (See Appendix 13.4.2)

- H. The Department Director reviews travel reimbursement claims to assure reasonableness and that required support documentation is provided, completes item #18 on Travel Request, and forwards copies 3 and 4 of

Travel Request with attachments to the Accounting Division. Accounting reconciles the Travel Request and returns closed Travel Request Copy 4 to the Department with check, if applicable, for any travel expense reimbursement.

- I. For reimbursement of expenses incurred for one (1) day trips, etc., where there are no claims for commercial travel, lodging or prepayments, reimbursement may be claimed as follows:

1. For reimbursements of less than \$50, use the Petty Cash process, or
2. For reimbursements in excess of \$50, use a Payment Voucher Form (FV 31505).

NOTE: Again, claims must be supported by receipts.

13.4 Appendices

- 13.4.1 Travel Request - Form 22, Copy 1
- 13.4.2 Travel Request - Form 22, Copy 3



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FORM 22 (7/88)

TRAVEL REQUEST - CITY OF SACRAMENTO

TRAVEL REQUEST NUMBER:	ACCOUNT NUMBER TO CHARGE	FUND	AGENCY	ORGANIZATION	JOB NUMBER (IF ANY)	DATE:

1 NAME, POSITION TITLE, & PHONE # OF EMPLOYEE:	2 NAME OF ORGANIZATION:				
	3 IS TRAVEL ADVANCE REQUESTED? <input type="checkbox"/> NO <input type="checkbox"/> YES				AMOUNT \$
	4 PREPAYMENTS REQUESTED? <input type="checkbox"/> NO <input type="checkbox"/> YES (ITEMIZE HERE AND ATTACH SUPPORT)				
	REGISTRATION OBJ 4272	LODGING OBJ 4283	OTHER EXPENSE OBJ 4262/4267	TRANSPORTATION OBJ 4281	TOTAL

5 DESTINATIONS: \$ \$ \$ \$ \$

6 PURPOSE OF TRIP:

7 NAME AND PHONE # OF TRAVEL COORDINATOR:

8 IF TRIP WAS NOT BUDGETED, INDICATE HOW IT WILL BE FINANCED:

9 MODE OF TRAVEL: AIR RAIL BUS PRIVATE CAR MILEAGE REIMBURSEMENT

COST ESTIMATE	NO. OF MEALS	S	L	D	NO. OF NIGHTS LODGING	ESTIMATED COSTS	MEALS \$	LODGING \$	OTHER EXPENSE \$	TRANSPORTATION \$	TOTAL \$
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10 ESTIMATED DEPARTURE MONTH-DAY-YEAR-TIME ESTIMATED RETURN MONTH-DAY-YEAR-TIME 11 OTHER EMPLOYEES TRAVELING UNDER THIS REQUEST:

12 I HEREBY SUBMIT THIS REQUEST SIGNATURE OF EMPLOYEE	13 I HEREBY APPROVE THIS REQUEST DEPARTMENT HEAD BY:	14 FOR USE OF CITY MANAGER <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED CITY MANAGER DATE BY:
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TRAVEL POLICY GUIDELINES

The following City Travel Policy Guidelines are provided for informational purposes. You should refer to Finance Policy Instruction No.13 for comprehensive details regarding allowable expenses, procedures, etc.

When you travel:

- The trip must be properly authorized.
- Transportation must be arranged by the City Travel Agent.
- Only an equivalent of a standard, single room rate for lodging will be reimbursed per employee.
- Expenditure claims must be submitted with the required documentation.
- Reimbursement claims must be filed within ten (10) days after the trip ends.
- Advances in excess of authorized expenses must be repaid to the City within ten (10) days after the trip ends.
- The City will not reimburse an employee for the following expenses:
 - A. Spouse's transportation, lodging or meals;
 - B. Meals included in the program covered by the registration fee;
 - C. Claims submitted for reimbursement more than ten (10) working days following the last day of each travel;
 - D. Non essential program activities such as sports tournaments, social activities, tour, etc.

Please remember that you are representing the City of Sacramento and present yourself accordingly. Enjoy your trip and best wishes.

Walter J. Slipe
WALTER J. SLIPE
City Manager

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