

FY13

PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division
FY13



FY13 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA's Integrated Services Program's website

(<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). Upon completion of the application, it is to be submitted to the PSAP Grant Manager, Lisa Nicholson, at lisa.nicholson@vita.virginia.gov. Any supporting documentation must also be submitted along with the application, including mandatory budgets for projects (if applicable).

After submission, the PSAP Grant Manager will assign a Grant ID and send an e-mail notification to the project contact e-mail address listed on the application received.

All funding requests must be submitted using the grant application. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY13 PSAP Grant Application Cycle starts July 1, 2011 and concludes on October 31, 2011 at 5:00 pm.

ALL APPLICABLE SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.



FY13 PSAP GRANT APPLICATION

PROJECT TITLE

CPE – Hardware/Software Replacement/Update and Support Contract Renewal

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Richmond County Sheriff’s Office

CONTACT TITLE: Technology Director

CONTACT FIRST NAME: Christopher H.

CONTACT LAST NAME: Jett

ADDRESS 1: P.O. Box 1000

ADDRESS 2: [Click here to enter text](#)

CITY: Warsaw

ZIP CODE: 22572

CONTACT EMAIL: cjett@co.richmond.va.us

CONTACT PHONE NUMBER: 804-333-1100

CONTACT MOBILE NUMBER: 804-761-8489

CONTACT FAX NUMBER: 804-333-3408

REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Richmond County Sheriff’s Office

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

Individual PSAP

Regional Initiative

Consolidation

Secondary Consolidation



GRANT PROGRAM TYPE

- Wireless E-911 PSAP Education Program
 Continuity and Consolidation Enhancement

TIER

- Out of Service Non-Vendor Supported*
 Technically Outdated* Strengthen
 Not Applicable

If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.

VERSION: Vesta 2.60, Build 033 # YEARS of HARDWARE/SOFTWARE: 7

PROJECT FOCUS CPE

If "Other" selected, please specify: [Click here to enter text](#)

FINANCIAL DATA

Amount Requested: \$ 140,000

Total Project Cost: \$ 140,000

STATEMENT OF NEED

This statement should reference the relationship to the current funding priorities established by the Grant Committee and include evidence of any financial need, along with additional information on the impact on operational services; consequences of not receiving funding; inclusion of project in a long-term or a strategic plan; and local sustainability:

In September of 2004, Richmond County replaced its non-Vendor supported CPE with a new 2-position installation of Plant Equipment, Inc.'s Vesta Pallas call processing solution. Richmond County chose Verizon as the vendor to coordinate this installation and became Verizon's first



Describe how the grant will be maintained and supported in the future, if applicable.

Included within the \$140,000 in funds requested is funding to cover approximately \$53,000 in support costs through 5 years, providing all support necessary for the system’s hardware and software, as well as continuous remote monitoring of the system, through the end of FY 2017. Any maintenance costs that might arise above this \$53,000 would be covered through the PSAP’s local E-911 budget.

COMPREHENSIVE PROJECT DESCRIPTION

WIRELESS E-911 PSAP EDUCATION PROGRAM GRANT REQUESTS ONLY:

Describe how the education/training is 9-1-1/public safety communications specific and how this will benefit E-911 and the employee(s) and/or PSAP.

[Click here to enter text](#)



FOR CONTINUITY AND CONSOLIDATION OR ENHANCEMENT PROJECTS:

Provide a thorough, concise, and complete description of the project, including an outline of the goals and objectives, implementation strategy, and a work plan.

The Richmond County PSAP wishes to replace and/or refresh all of the hardware and software associated with its existing (7-year old) 2-position Vesta Pallas call processing system, as well as its MagIC call accounting system. In addition, the PSAP wishes to renew its hardware and software support contracts with Verizon and Cassidian Communications, as well as renew the remote monitoring services, regarding this CPE. Based on

FOR CONTINUITY AND CONSOLIDATION OR ENHANCEMENT PROJECTS:

PROJECT TIMELINE – Select each applicable phase of the project and indicate the estimated completion date. Sample activities for each phase can be found in the PSAP Grant Program Guidelines as well as on the addendum to this form.

PROJECT PHASE	ESTIMATED COMPLETION DATE
<input checked="" type="checkbox"/> INITIATION (Project approved by appropriate stakeholders)	07 / 15 / 12
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	08 / 31 / 12
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	09 / 30 / 12
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	10 / 15 / 12
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	10 / 31 / 12



Identify the longevity or sustainability of the project.

The current CPE has lasted over 7 years with almost all of the hardware initially installed still being utilized. Richmond County would anticipate a similar result with the refreshed hardware providing a minimum of 5 years of quality service. Included within the \$140,000 in requested funds is approximately \$53,000 to cover costs for support of the system through 5 years, as well as continuous remote monitoring of the system. Any additional maintenance costs that might arise above the \$53,000 during this time would be covered through the PSAP’s local E-911 budget.

Describe how this project supports the Virginia Statewide Comprehensive 9-1-1 Plan.

Strategic Goal A of the Comprehensive Plan is to “provide a standard level of 9-1-1 emergency dispatch services to the public.” This project will be supporting this goal by allowing for the continued provision of reliable E-911 service to Richmond County’s citizens, as well as any other member of the public who may be traveling through the jurisdiction. In addition, the project will be supporting the implementation of NG-911 services throughout the Commonwealth by updating the Richmond County PSAP CPE to the most current version of an already NG-911 capable system.

REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

Click here to enter text



Intended collaborative efforts:

Click here to enter text

Resource sharing:

Click here to enter text

How does the initiative impacts the operational or strategic plans of the participating agencies:

Click here to enter text

CONSOLIDATION (Primary or Secondary) - (if applicable)

How would a consolidation take place and provide improved service:

Click here to enter text



How should it be organized and staffed:

Click here to enter text

What services should it perform:

Click here to enter text

How should policies be made and changed:

Click here to enter text

How should it be funded:

Click here to enter text



What communication changes or improvements should be made in order to better support operations:

[Click here to enter text](#)

BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. (NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment.) Briefly explain the reason for each requested budget item and provide the basis for its cost:

Based on budgetary pricing received from Verizon, the costs to replace and/or refresh the hardware and software are \$77,771.80. The additional cost to provide 5 years of support for this hardware and software, as well as remote monitor services, is \$52,736. Together, this totals \$130,507.80. Richmond County is requesting an additional amount of approximately \$9,500 (7%) to cover any increases that may arise with these total costs by the time contracts are signed with Verizon and Cassidian Communications during FY13.

A copy of the Verizon budgetary pricing is included with this application.

EVALUATION



How will the project be evaluated and measured for achievement and success:

The success of this project will be indicated by the successful purchase and installation of the proposed hardware and software updates to the Richmond County CPE, as well as the successful signing of new maintenance contracts with Verizon and Cassidian Communications and the reinstatement of remote monitoring services for the system.



FINANCIAL AND PROGRAMMATIC REPORT

PROJECT PHASES

SAMPLE ACTIVITIES

PHASE

SAMPLE ACTIVITIES

INITIATION

(Project approved by appropriate stakeholders)

- Project concept is documented
- Local Board or governing authority approval or endorsement is received
- PSAP grant application is filed
- Local budgets are obtained
- Appropriated grant funds are approved
- Budgetary estimates are obtained

DESIGN/PLANNING

(Project, system, or solution requirements are developed)

- Requirements are documented
- Components to be purchased are identified
- General design is documented

ACQUISITION

(Selected system or solution is procured)

- RFP (or other bid related processes) are drafted
- Proposals are evaluated
- Contract is signed
- Purchase orders are issued
- Quotes are obtained/grant funds draw down

IMPLEMENTATION

(Selected system or solution is configured and installed)

- Purchased components are delivered and installed
- Training is performed

TESTING/COMPLETION

(Selected system or solution is tested and put in production)

- Performance of system/solution is validated
- System/solution goes "live"