

FY14

# PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION  
TECHNOLOGIES AGENCY  
Integrated Services Division



## FY14 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](mailto: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 FY14 PSAP Grant Application Cycle starts July 1, 2012 and concludes on October 31, 2012 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.**



## FY14 PSAP GRANT APPLICATION

### PROJECT TITLE

Newport News-Hampton CAD to CAD

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Newport News E911

CONTACT TITLE: 911 Manager

CONTACT FIRST NAME: Carol

CONTACT LAST NAME: Render

ADDRESS 1: 2400 Washington Ave

ADDRESS 2: 1T

CITY: Newport News

ZIP CODE: 23607

CONTACT EMAIL: rendercm@nngov.com

CONTACT PHONE NUMBER: 757-926-3882

CONTACT MOBILE NUMBER: 757-746-2418

CONTACT FAX NUMBER: 757-245-2977

REGIONAL COORDINATOR: Lyle Hornbaker

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Newport News E911**

**Hampton City Police Dispatch**

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### GRANT TYPE

Individual PSAP

Regional Initiative

Consolidation

Secondary Consolidation



**GRANT PROGRAM TYPE**

- 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- Technically Outdated\*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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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: \_\_\_\_\_ # YEARS of HARDWARE/SOFTWARE: \_\_\_\_\_

**PROJECT FOCUS** CAD

**If "Other" selected, please specify:** 1T

**FINANCIAL DATA**

Amount Requested: \$ 325,000

Total Project Cost: \$ 772,000

**STATEMENT OF NEED:** The Cities of Newport News and Hampton are embarking on a Fire Dispatch CAD to CAD interface in which the utilization of a Data Exchange Hub would create the ability to view the Unit Status of the neighboring PSAP and be able to dispatch the closest fire equipment to calls for service, thus reducing response times for the citizens of each Municipality.



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:

The Cities of Newport News and Hampton are the two largest municipalities on the Peninsula area of Hampton Roads and share a large city border. In July of 2012, the two City Councils passed resolutions to begin an automatic mutual aid project allowing their respective Fire & EMS staff to respond to calls for emergency services in the other jurisdictions. The project would also share resources between the two departments for hiring of staff and purchasing of supplies for their Fire and EMS agencies. It is the responding to calls for emergency services portion of this larger project that concerns this grant request. Much of what will be needed to facilitate the dispatching of emergency services units across municipal boundaries will be a CAD to CAD data exchange hub. While much of the project is still being designed and researched, with many details to be worked out, we now have a current estimated budgetary cost for the data exchange hub of \$772,000 in initial costs and at this point a \$143,240 annual operating cost. The cities are seeking all avenues, including this grant opportunity, to fund this project. This project would allow the two cities to work cooperatively toward improving efficiency in their respective Fire Departments. This CAD to CAD part of that cooperation involves improving the service provided to our respective citizens by improving response time to emergencies and better mutual aid through coordinated dispatching of fire resources in the two communities. With the CAD to CAD functionality, each of the two cities would gain immediate access to at least four of the other city's Fire and EMS stations, thus reducing the need for additional stations while reducing response times in pre-determined border areas.



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

The initial purchase of equipment will cover the first year of warranty. All operational costs for the first year will be included in the project budget. Operational and maintenance costs for future years will be added in the two cities annual operating budgets and those costs will be divided equally in the MOU being developed.

## COMPREHENSIVE PROJECT DESCRIPTION

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

A data exchange hub package specifically designed for sharing CAD data, will be purchased through this project, either through hosted services or through one of the two Cities. The concept will be based on the very successful Northern Virginia data exchange project, which was partially funded by this grant program. A high speed data connection will be established between the two cities or to the cloud-based exchange hub for exchanging data. Ideally, the hub would be capable of also sharing GIS data as well as CAD data. One of the most critical parts of the project will be getting software interfaces with the exchange hub and each city's CAD system. Most of the hub projects reviewed has an interface developed with the City of Newport News CAD system. The interface with Hampton's CAD system may have to be developed, or an existing system would be heavily modified to meet our requirements. [Click here to enter text](#)



### 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 type="checkbox"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)	05 / 15 / 13
<input type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	09 / 15 / 13
<input type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	01 / 15 / 14
<input type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	03 / 15 / 14
<input type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	05 / 15 / 14

Identify the longevity or sustainability of the project.

The project will be an ongoing long term project and will expand over the years as needs arise. Each city by use of an MOU will share the cost of the ongoing costs of the project through the normal budgeting process of each city. The MOU that governs this process is in the development stage but will have language that commits each city to fund the operational requirements.



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

This project works to achieve both of the strategic goals in the plan by fostering a minimum level of 9-1-1 emergency response to the area of Virginia covered by these two cities. It also will enable the two cities to respond to emergency calls faster, contributing to fulfilling the expectations of the citizens of Hampton and Newport News. When the project is completed, each city will essentially have increased the number of Fire and EMS stations available to each city by a minimum of four (4), providing an increase in response agencies as well as time to the incident. By sharing the resources of the two cities, citizens will have faster access to the critically needed responses when they call for help.

#### **REGIONAL INITIATIVE (if applicable)**

The relationship of the initiative to the participating PSAPs:  
The initiative has a direct relationship to both PSAPs and allows each PSAP to see the available resources of the other PSAP and dispatch those resources as required.



#### Intended collaborative efforts:

This project is one piece of a larger initiative by the two cities. In addition to sharing dispatching services and available response agencies, the larger project includes sharing of hiring of Fire & EMS personnel and the purchasing of materials and supplies for Fire & EMS agencies. The project will also allow each PSAP to fully back up the other PSAP should the need arise, either in a full assumption of operations of receiving of 9-1-1 calls and dispatching the required resources to being available for overflow of calls during a busy period. It allows each PSAP to automatically request or dispatch the other jurisdictions apparatus and equipment into the initiating city as needed for mutual aid.

#### Resource sharing:

Dispatch resources will be shared as described in the paragraph on Intended Collaborative Efforts and may even lead to sharing of dispatch personnel. This project virtually opens the door to many new options for both cities and allows the cities to share as much or as little resources as they deem necessary.

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

The project will help ease the workload of the individual emergency telecommunicator by lessening the need to call the other city to check on resources available for mutual aid responses. The information will be readily available to every emergency telecommunicator in both cities.

#### **CONSOLIDATION (Primary or Secondary) - (if applicable)**



How would a consolidation take place and provide improved service:

1T

How should it be organized and staffed:

1T

What services should it perform:

1T

How should policies be made and changed:

1T



How should it be funded:

1T

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

1T

**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:

Experience in 911 hardware and performance metrics have shown that speed and reliability are essential to the operations of the computer dispatch programs. This Best Practice procedure would dictate that the Cities continue to seek dedicated redundant hardware for guaranteed resources. Any proposed solution using a cloud or VM environment for high availability public safety transactional data will need to be researched, reviewed and proven to ensure high reliability before implementation. It is projected this entire CAD to CAD data exchange project will incur an upfront cost of approximately \$772,000 with a \$143,240 annual operating cost. The table below outlines our expected costs:

<b>CAD-2-CAD Interface Project Estimated Cost Summary</b>		
<b>Element</b>	<b>Initial Costs</b>	<b>Annual Costs</b>
Acquiring & Configuring the DEH	\$400,000	\$50,000
Configuring Newport News' CADs	\$120,000	\$7,800
Configuring Hampton's CADs	\$250,000	\$8,000
Hosting and Administering the DEH	\$0	\$3,000
Acquiring a Secure Redundant Connection between the two cities	\$2,000	\$74,440
<b>TOTAL</b>	<b>&gt;\$772,000</b>	<b>&gt;\$143240</b>

These costs will be shared by the two cities on a yet to be determined division of costs. The Cities are requesting the regional grant in the amount of \$325,000 to help fund this project.

## EVALUATION



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

The CAD to CAD data exchange hub will be tested thoroughly using static databases prior to bringing the system on line and live in order to protect the critical data of the two PSAPs. Once the hub is certified for live acceptance, thorough testing will be conducted to ensure the data is being shared correctly.



## 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"