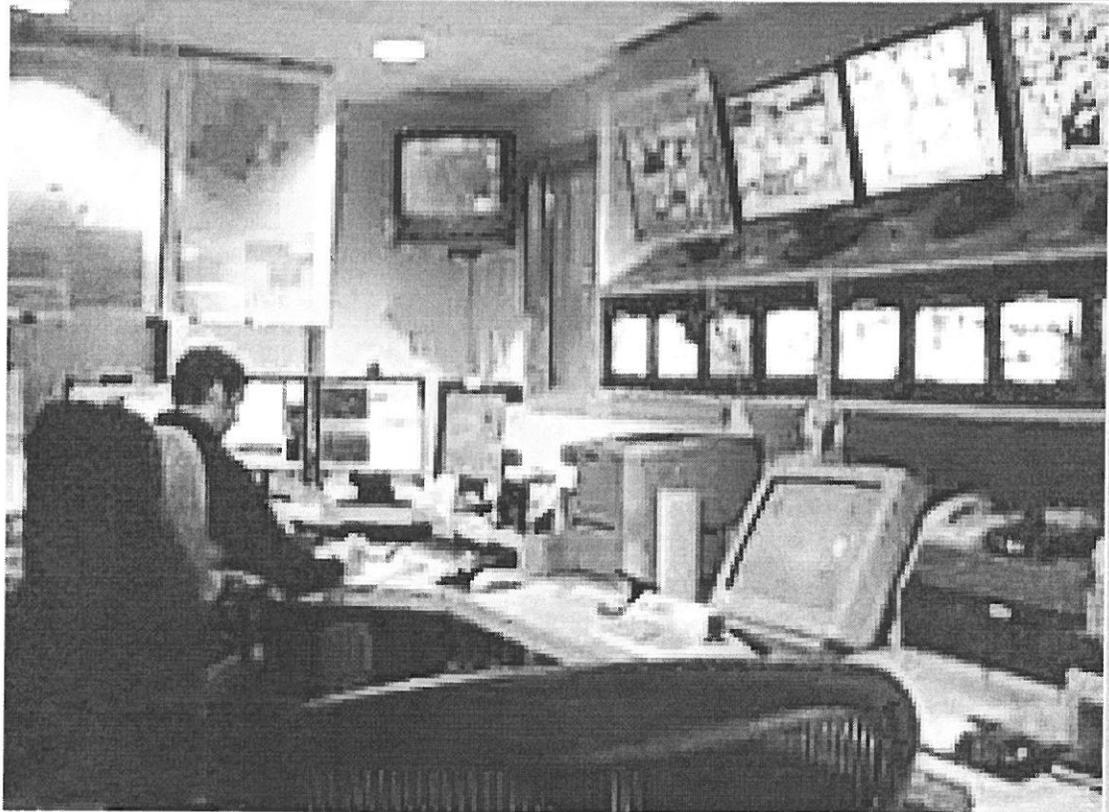


FY16

PSAP GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY16 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 your Regional Coordinator. Any supporting documentation must also be submitted along with the application, including mandatory budgets for projects (if applicable).

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the 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 FY16 PSAP Grant Application Cycle starts July 1, 2014 and concludes on September 30, 2014 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.



FY16 PSAP GRANT APPLICATION

PROJECT TITLE

RADIO CONSOLE UPGRADE

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Fluvanna County Sheriff's Office

CONTACT TITLE: Director of Communications

CONTACT FIRST NAME: Andrea

CONTACT LAST NAME: Gaines

ADDRESS 1: 160 Commons Blvd.

ADDRESS 2: P.O. BOX 113

CITY: Palmyra

ZIP CODE: 22963

CONTACT EMAIL: againes@fluvannasheriff.com

CONTACT PHONE NUMBER: 434-591-2005

CONTACT MOBILE NUMBER: 434-981-1302

CONTACT FAX NUMBER: 434-591-2009

REGIONAL COORDINATOR: Stefanie McGuffin

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

- | | |
|---|--|
| <input checked="" type="checkbox"/> Individual PSAP | <input type="checkbox"/> Shared Services |
| <input type="checkbox"/> Regional Initiative | <input type="checkbox"/> Consolidation |
| <input type="checkbox"/> Secondary Consolidation | <input type="checkbox"/> |



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Technically Outdated*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:

PRIORITY/PROJECT FOCUS RADIO CONSOLES

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

FINANCIAL DATA

Amount Requested: \$ 16,000.00

Total Project Cost: \$ 20,000.00



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:

Currently the Fluvanna County 911 Dispatch Center is utilizing the Centracom Gold Elite Consoles to dispatch two-way radio communications and is required to upgrade the Console as well as the Console Dispatch Positions and server to remain functional and repairable. While funding is scarce, if the funding for this project is not received, the dispatch center is in jeopardy of not being operational in the case of a disruption to the service provided by the equipment (i.e. power surge, storm, etc.).

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

The grant will fund the overall upgrade, which will help our PSAP's functionality. Currently, we are using equipment that can no longer be serviced so we do not have the benefit of regular equipment maintenance or updates (we need at least Windows 7 and we are using Windows XP). The consoles will be maintained under the current maintenance contract that our county has in place, in addition to the refreshed warranty we will receive with the new computers. Our PSAP will continue to monitor the care and upkeep of the equipment.



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.

The Centracom Gold Elite has already reached "end of sales life" and will reach "end of Support" life soon. Currently, the Server and Computer positions have also reached end of life on the Windows operating system. The Server is Windows Server 2000 and the positions are Windows XP. Since neither Windows operating system is current or supported, if a position were to fail there would be no replacement and we would lose the use of that Dispatch Position completely. We would not be able to repair or replace the position until the entire requested upgrade is complete as the upgrade has to be done at all positions simultaneously. In order to replace the Server and Positions the Centracom needs to be upgraded with the latest COIM Firmware and Software refresh to match that of the new Server and positions. This upgrade will allow us to continue using and maintaining the current system. Because the system is outdated, if the current system fails our center will not be able to function.

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)	06 / 29 / 15
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	07 / 06 / 15



<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	07 / 13 / 15
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	07 / 21 / 15
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	07 / 23 / 15

Identify the longevity or sustainability of the project.

This PSAP has worked diligently to maintain core services to the community by utilizing the current technology to the best of its ability; however, the latest technology will assist in enhancing and sustaining the necessary level of service required to operate a fully functioning PSAP. This upgrade is critical, because we have the potential to lose one or all dispatch positions and a server if we have an equipment failure.

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

It will assist in our PSAP being NG911 ready, and it pertains to the "services and capabilities" portion of the VA Statewide Comprehensive Plan which reads, "Virginia's 9-1-1 Centers should be able to receive, process, and dispatch requests for emergency aid quickly & accurately inclusive of legacy, transitional, or NG9-1-1 technologies ". This project also relates to "Goal A" of the State Comp Plan, which states that the PSAP should, "Provide a standard level of 9-1-1 emergency dispatch services to the public" which this project would definitely support.



SHARED SERVICES/REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:
Not applicable.

Intended collaborative efforts:
Not applicable.

Resource sharing:
Not applicable.



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

Not applicable.

CONSOLIDATION (Primary or Secondary) - (if applicable)

How would a consolidation take place and provide improved service:

Not applicable.

How should it be organized and staffed:

Not applicable.



What services should it perform:

Not applicable.

How should policies be made and changed:

Not applicable.

How should it be funded:

Not applicable.

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

Not applicable.



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. However, budgetary quotes received from a particular vendor(s) during the application process do not commit the PSAP to use that vendor(s) once the grant is awarded.) Briefly explain the reason for each requested budget item and provide the basis for its cost. In addition, if contingency cost has been added, please identify the amount.

We have estimated that the replacement costs will be approximately \$18,619.78, which includes the five CIOM Firmware upgrades, the Elite SW Refresh, four operation position computers, and one server. The vendor will install the software and new firmware on the operator cards and computers to match the Motorola Elite software. The total projected cost is \$20,000 and the amount I have requested is \$16,000(which is 80% of the costs). I have added additional monies to the estimated cost of the project in lieu of any cost increases that may arise between now and when the budget request is considered.

See "Attachment" for a copy of the vendor quote.

EVALUATION

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

After the equipment is procured, the vendor will house the equipment at its site, and stage the equipment to program/setup for the PSAP. The process should take approximately five days, upon which time the equipment will be delivered to the PSAP. Next, the existing server will be taken off line, and the new one will be installed. Following this process, each position will take approximately a half day to install. After the entire process is completed, the vendor will run necessary testing of the equipment with dispatchers, to ensure its functionality and its successful operation.



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"

