

FY16

PSAP GRANT PROGRAM APPLICATION





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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

City of Suffolk Emergency back-up Center

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: City of Suffolk

CONTACT TITLE: Sergeant

CONTACT FIRST NAME: Sandra

CONTACT LAST NAME: Springle

ADDRESS 1: 120 Henley Place

ADDRESS 2:

CITY: Suffolk

ZIP CODE: 23434

CONTACT EMAIL: sspringle@suffolkva.us

CONTACT PHONE NUMBER: 757-514-7927

CONTACT MOBILE NUMBER:

CONTACT FAX NUMBER: 757-514-4225

REGIONAL COORDINATOR: Lyle Hornbaker

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES



GRANT TYPE

- Individual PSAP
- Shared Services
- Regional Initiative
- Consolidation
- Secondary Consolidation
-

GRANT PROGRAM TYPE

- Continuity and Consolidation
- Enhancement

TIER

- Out of Service
- Technically Outdated*
- Non-Vendor Supported*
- 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If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.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: _____

10-35W 762-870MHZ XLT 5000 Consollete 6 years
Motorola Short Haul Control Station Combiner 6 years
Windows XP 6 years
Nortel Switch Years unknown

PRIORITY/PROJECT FOCUS Back up Center

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

FINANCIAL DATA

Amount Requested: \$ 54,367.60
 Total Project Cost: \$ 67,959.50



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 early 2015, the Suffolk Police Department Emergency Communication Center will move into a new state-of-art center. The Center will more than triple the size of the current center and will have all new P25 compliant technology. The Department is excited about this move because to old center was well outdated.

In the past year, the Department has had to operationalize the back-up center two times. One time was for a gas leak near the center causing a complete evacuation of the center over a period of four hours and the other time was for an electrical problem which lasted two hours. The back-up communication center was up and running within the hour on each occasion.

When the Department moves to the new Communication Center, the back-up center will become technically outdated for reasons given below.

With the creation of the new Emergency Communication Center, the City spent over \$10 million for the new center (towers, and equipment). The City will also spend over \$46,000 on the MIP5000 for the back-up center to keep it running until items on this grant request are purchased.

The laptops currently used at the alternate dispatch center are almost seven years old running Windows XP and cannot be upgraded to Windows 7. Windows XP has come to end of its service life and is no longer supported by Microsoft, leaving this operating system vulnerable. The Virginia State Police are no longer allowing Windows XP machines to access the VCIN network. These machines are useless and need to be replaced.

We recently discovered that the network switch connecting the back-up dispatch center back to the CAD and Motorola radio systems was a very old Nortel switch. They City has recently updated its entire network infrastructure to CISCO POE switch gear causing the alternate dispatch center to lose connectivity back to the City's data center. We have created a work around to allow the back-up dispatch center to connect to the City network but the Nortel switch needs to but replaced so that dispatchers can perform their tasks at the alternate site.



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

The Department purchased a back-up center through the PSAP grant program in 2008. The City's IT Department has been instrumental in keeping the center in a state of readiness and has provided updates when needed. The future back-up center will receive the same consideration from the IT Department. Furthermore, through the CALEA Communication Accreditation standards, the back-up center must be tested monthly to ensure a state of readiness.

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 following equipment will be needed to replace the current back-up center.

Consolletes- The consolletes are radio units for the current five radio channels. These connect to the workstations via a network switch. The five consolletes are displayed on the dispatchers' workstation and the dispatcher can select any one of the five consolletes to transmit their call.

Combiners –The combiner simply combines all 5 consollete antennas into 1 output antenna allowing transmissions to be made over one antenna rather than five antennas with no interference.

Workstations –The dispatcher workstation (laptop) connects to a radio gateway via the network switch. The radio gateway then connects to the consollete (radio) allowing the consollete to talk to the city radio system which then transmits to the Fire and Police units in the field. The laptops currently used at the alternate dispatch center are almost seven years old running Windows XP and cannot be upgraded to windows 7. Windows XP has come to end of life and is no longer supported by Microsoft, leaving this operating system vulnerable. The Virginia State Police are no longer allowing Windows XP machine to access the VCIN network. These machines are useless and need to be replaced.

Network switch- We recently discovered that the network switch connecting the alternate dispatch center back to the CAD and Motorola radio systems was a very old Nortel switch. The City has recently updated its entire network infrastructure to CISCO POE switch gear causing the alternate dispatch center to lose connectivity back to the City's data center. We have created a work around to allow the alternate dispatch center to connect to the City network but the Nortel switch needs to be replaced so that dispatchers can perform their tasks at the alternate site.



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)	08 / 15 / 2015
<input checked="" type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	09 / 15 / 2015
<input checked="" type="checkbox"/> ACQUISITION (Selected system or solution is procured)	10 / 01 / 2015
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	11 / 15 / 2015
<input checked="" type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	12 / 15 / 2015

Identify the longevity or sustainability of the project.

The Department realizes the importance of a back-up center as stated in the two previous instances that the primary Emergency Communication Center had to be abandoned. The Department has a location for the back-up center and is looking for a more permanent location. (The term “permanent” means a room where the equipment can be set up and maintained behind a locked door. Currently, the back-up center is stored and then set-up as needed).



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

The standard level of 9-1-1 emergency response expected by the public is 24 hours a day, seven days a week service. If a major incident were to occur, the public would expect a 9-1-1 system to exist. It is the best practices of all 9-1-1 centers to have a back-up center. Indeed the general public would not know what to do if they could not reach a 9-1-1 center.

One of the gaps recently noted in the Comprehensive 9-1-1 plan is that of infrastructure, equipment, and technology. A back-up center is needed infrastructure and the equipment and needs to be updated to maintain the latest operational technology.

SHARED SERVICES/REGIONAL INITIATIVE (if applicable)

The relationship of the initiative to the participating PSAPs:

N/A

Intended collaborative efforts:

N/A

Resource sharing:

N/A

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

N/A

CONSOLIDATION (Primary or Secondary) - (if applicable)

How would a consolidation take place and provide improved service:

N/A



<p>How should it be organized and staffed:</p> <p>N/A</p>
<p>What services should it perform:</p> <p>N/A</p>
<p>How should policies be made and changed:</p> <p>N/A</p>
<p>How should it be funded:</p> <p>N/A</p>
<p>What communication changes or improvements should be made in order to better support operations:</p> <p>N/A</p>



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.

The following items are taken from vendor quotes.

Equipment:

Consolletes

Consolletes are radio units as there are five radio channels. These units connect to the workstation via the network switch. The five consolletes are displayed on the dispatchers' workstation (laptop) and the dispatcher can select any of the five consolletes to transmit their call.

Quant.	Item	Unit Price	Extd. Price
5	APX7500 Single Band 7/800	7,711.00	38,555
5	Antenna YAGI 10DB 7 Element	318.00	1,590
400	1/2 " LDF Helix Poly JKT	3.50	1,400
5	½' N Male Ring Flare Ant End	35.00	175
5	½ Male Ring Flare Sta E	35.00	175
5	Ground Clamp Kit	40.00	200
5	ISB50HNC2 Bulkhead Arrestor 125-100	125.00	625
5	Surge Protector	90.00	450
		Total	\$43,170

Laptops

The laptops are the dispatchers' workstations. They connect to the radio gateway via the network switch. The laptops currently used at the backup center are almost 7 years old and are running Windows XP and cannot be upgraded to Windows 7. Windows XP has come to the end of its service life and is no longer supported by Microsoft, leaving this operating system vulnerable. The Virginia State Police are no longer allowing Windows XP machines to access the VCIN network. These machines are useless and need to be replaced. One laptop will be used to run CAD and the other the radio system.



Quant.	Item	Unit Price	Extd. Price
10	Latitude E6440-CTO	1364.15	13,641.50
		Total	\$13,641.50

Network Switch

The network switch connecting the alternate dispatch center back to the CAD and Motorola radio systems was a very old Nortel switch. The City has recently updated its entire network infrastructure to CISCO POE switch gear causing the alternate dispatch center to lose connectivity back to the City's data center. We have created a work around to allow the alternate dispatch center to connect to the City network but the Nortel switch needs to be replaced so that dispatchers can perform their full tasks at the alternate site.

Quant.	Item	Unit Cost	Extd. Cost
1	Cisco Catalyst 24 Port PoE 2x10G Uplink Base	2,736	2,736
1	SMARTNET 8X5XNBD Cisco Catalyst 3650 Port PoE 2x10G Up	284	284
1	640WAC Config 2 Secondary Power Source	456	456
1	Cisco Catalyst 3650 Stack Module	792	792
2	1000BASE-SX SFP transceiver module MMF 850nm,DOM	240	480
		Total	\$4,748

Combiner

The Combiner connects all 5 consollete antennas into one output antenna allowing transmissions to be made over one antenna rather than five antennas with no interference.

Quant.	Item	Unit Price	Extd. Price
1	Short haul control station Combiner, 746-960 MHZ 8 Ch.	3,900	3,900
1	Installation	2,500	2,500
		Total	\$6,400

Summary:	PSAP Funds	Local Match	Total Project
Consolletes	\$34,536.00	\$8,634.00	\$43,170.00
Laptops	10,913.20	2,728.30	13,641.50
Network Switch	3,798.40	949.60	4,748.00
Combiner & Installation	<u>5,120.00</u>	<u>1,280.00</u>	<u>6,400.00</u>
Total Grant	\$54,367.60	\$13,591.90	\$67,959.50



EVALUATION

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

Once the equipment is purchased and set up, the Department's PSAP Manager (Sergeant Springle) will be tasked with conducting a test on the system every month. This is not only a good practice, but it is required under the CALEA Communication Accreditation standards which the Department is in the process of acquiring.



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"