

FY15

# PSAP GRANT PROGRAM APPLICATION





## FY15 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 FY15 PSAP Grant Application Cycle starts July 1, 2013 and concludes on September 30, 2013 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.**



## FY15 PSAP GRANT APPLICATION

### PROJECT TITLE

Shenandoah County – Emergency UPS Replacement

### GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Shenandoah County, VA  
 CONTACT TITLE: Director of Emergency Communications  
 CONTACT FIRST NAME: Jason  
 CONTACT LAST NAME: Malloy  
 ADDRESS 1: 600 N Main St  
 ADDRESS 2: Suite 109  
 CITY: Woodstock  
 ZIP CODE: 22664  
 CONTACT EMAIL: jmalloy@shenandoahcountyva.us  
 CONTACT PHONE NUMBER: (540) 459-6323  
 CONTACT MOBILE NUMBER: (540) 335-2209  
 CONTACT FAX NUMBER: (540) 459-6200  
 REGIONAL COORDINATOR: Amy Ozeki

### HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

**Shenandoah County, VA PSAP**

_____	_____
_____	_____
_____	_____

### 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 Technically Outdated\*  Strengthen  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**If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.**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: Powerware 9315

# YEARS of HARDWARE/SOFTWARE: 16

## PRIORITY/PROJECT FOCUS UPS/GENERATOR

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

## FINANCIAL DATA

Amount Requested: \$ 55,170

Total Project Cost: \$ 55,170

## 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:**

The Shenandoah County – Emergency UPS Replacement Project directly relates to the funding priority established by the PSAP Grant Program’s Grant Committee under the Continuity and Consolidation Program. The purpose of this project is to address **technically outdated** hardware and software. Replacement of this aging piece of equipment, and installation of a maintenance bypass, will assure no downtime is suffered in the event of a power crisis.



#### Financial Need:

The Shenandoah County is in need of emergency financial funding to replace the current UPS unit.

Without financial support from the Virginia Wireless E-911 Services Board, it is unlikely that the Shenandoah County – Emergency UPS Replacement Project will take place in the immediate future. Budget shortfalls along with local and State budget cuts have made it impossible to fund the replacement to the UPS unit in the foreseeable future. Also, Shenandoah County does not have general funds that it can allocate for replacement of this unit without an undue hardship on the county.

#### Impact to Operational Services:

This project will allow the PSAP to install a new, more modern UPS unit to provide uninterrupted power to the PSAP. The project includes and includes all hardware and installation, as well as removal of the existing unit. Additionally the project will include the installation of a maintenance bypass. The current UPS unit was installed in 1999 when maintenance bypass units were not necessarily commonplace. To perform any sort of service on the UPS, or to replace it, line power to the PSAP needs to be completely shut down. A maintenance bypass will allow for power to be diverted around the UPS unit, thus eliminating any power interruption to the PSAP.

#### Consequences of Not Receiving Funding:

Shenandoah County does not have local funding sufficient for this replacement without causing an undue hardship on the county. Without grant funding, the upgrade cannot be accomplished in a timely fashion. This has adverse consequences on the PSAP as outlined in both “Impact to Operational Services” and “Inclusion of Project in a Long-Term or a Strategic Plan”

#### Consequences of Not Receiving Funding Cont.:

Should funding not be received the PSAP will be required to continue using their existing, technically outdated system. If funding is not received then it will not be possible to replace the current UPS system or purchase the needed maintenance bypass.

#### Inclusion of Project in a Long-Term or a Strategic Plan:

Shenandoah County has identified this upgrade to be a critical component of our Strategic Plan. This provides dispatchers the ability to perform daily operations from any workstation uninterrupted by any type of power crisis. The project also includes a maintenance bypass unit to eliminate the need to take the PSAP off of line power in the event of needed maintenance and/or a problem with the unit.



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

Local sustainability will be achieved by having equipment (hardware and software) that will be covered by a manufacturer's warranty that includes both vendor support and maintenance. Once the manufacturer's warranty expires, the PSAP will include future maintenance fees in the local budget. Shenandoah County may also decide to adjust the years for extended warranty based on vendor cost and available funding at the time of contract execution. A future upgrade/replacement schedule will also be developed, in conjunction with the manufacturer, so that future needs can be anticipated and budgeted for.

## **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.**

**Project Goals and Objectives:**

1. Replace the currently utilize, technically outdated UPS unit with a unit utilizing modern technology, new batteries, etc.
2. Install a maintenance bypass to eliminate the need to disconnect the PSAP from line power during needed maintenance and/or repair work.
3. Enable for redundancy within the UPS by selecting/installing a unit which has built in redundant power components (thereby creating a failover system when the primary unit experiences an issue.)
4. Enable for future growth within the PSAP by selecting/installing a unit which has the ability to add additional power components (thereby increasing power capacity.)

**Implementation Strategy:**

Local maintenance staff will begin by helping to ensure all proper network connectivity, facility/building components and hardware are in place. The vendor will provide full installation services for Hardware components. The vendor will then provide for removal of old equipment. Additionally, representatives from all appropriate ancillary vendors (radio, telephone, etc.) will be on-site during installation and cutover to ensure that all hardware is properly shut down and restored to service. This will ensure the least amount of issues relating to the loss of power during installation.



**Work Plan:**

The strategy for implementing the latest Dispatch Mapping technology is to:

1. Assess the overall cost of the project
2. Collect vendor quotes for equipment
3. Consult with vendor on desired implementation schedule
4. Secure funding for the project
5. Ensure existing building infrastructure meets vendor specifications
6. Secure contracts for equipment and installation upon approval of funding
7. Work with local maintenance staff on installation and networking of new equipment
8. Coordinate with equipment vendor on installation of UPS
9. Establish Maintenance agreement with vendor
10. Initiate and complete long-term equipment replacement plan



**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.

<b>PROJECT PHASE</b>	<b>ESTIMATED COMPLETION DATE</b>
<input type="checkbox"/> <b>INITIATION</b> (Project approved by appropriate stakeholders)	<b>04 / 01 / 15</b>
<input type="checkbox"/> <b>DESIGN/PLANNING</b> (Project, system, or solution requirements are developed)	<b>04 / 01 / 15</b>
<input type="checkbox"/> <b>ACQUISITION</b> (Selected system or solution is procured)	<b>06 / 30 / 15</b>
<input type="checkbox"/> <b>IMPLEMENTATION</b> (Selected system or solution is configured and installed)	<b>07 / 15 / 15</b>
<input type="checkbox"/> <b>TESTING/COMPLETION</b> (Selected system or solution is tested and put in production)	<b>07 / 15 / 15</b>

**Identify the longevity or sustainability of the project.**

The project will be sustained through vendor maintenance. The new equipment will support future technologies by allowing the PSAP to not only maintain current levels of 911 services but also allow the PSAP to keep up with rapidly changing technology and the demands placed on these services by the residents of Shenandoah County and visitors to our area. The new system will allow for equipment growth without placing additional electrical strain and allow for a smoother transition when changes are needed to allow the PSAP to stay on the cutting edge of technology.





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

The Shenandoah County 9-1-1 Emergency UPS Replacement Project mirrors the vision of the Virginia Statewide E-911 Comprehensive Plan to allow 9-1-1 emergency response to operate at an optimal level of service and capability. Our project also follows the Strategic Goals established in the Plan to provide consistent emergency response services to anyone residing in or passing through Shenandoah County or the Commonwealth, at any time of day, and during any event. This project also allows the PSAP to keep up with the rapid pace of technology, innovation, and the constant changes in customer's expectations.

The proposed system can easily be upgraded to keep up with continued technological and system growth within the 9-1-1 industry (to include future NG-911 implementations.) The proposed system will maintain constant electricity flow to the PSAP, in the event of an outside power crisis, thus providing consistent emergency response services to anyone residing in or passing through Shenandoah County or the Commonwealth, at any time of day, and during any event.

**SHARED SERVICES/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. 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.

15 KW/KVA Liebert APM UPS w/ additional 15 KW/KVA module & SNMP Card for remote monitoring (including installation)	\$45,170
Ancillary vendor installation support	\$10,000
<hr/> Total Project Cost	<hr/> \$55,170

## EVALUATION



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

The vendor will be required to submit a detailed project timeline, goals and deliverables as part of the awarded contract. This project will be monitored through periodic meetings between the PSAP, vendors and stakeholders. Vendor representatives will be required to participate in these meetings and provide project updates or status reports.

The PSAP will designate a project lead. The project lead will work with the vendor to ensure specific goals are met throughout the project.

Payment terms will be based on milestone events. Milestone events will be carefully developed and negotiated before contract signing to ensure the project remains on schedule and all deliverables and project goals are met.

As part of the implementation plan the vendor will be required to produce and adhere to an acceptance test plan. The project lead will ensure all items in the acceptance test plan have been met. The project lead will also review the acceptance test plan before signing. Final payment will be withheld until the acceptance test plan has been approved and signed



## 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"