

FY12

PSAP GRANT PROGRAM APPLICATION



FY12



FY12 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application will be available and accessible from VITA's Integrated Services Program's website (<http://www.vita.virginia.gov/isp/>). 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.

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. In addition to the grant application reference manual, technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY12 PSAP Grant Application Cycle deadline is December 22, 2010 at 11:59 pm.



FY12 PSAP GRANT APPLICATION

PROJECT TITLE

Data Reconciliation

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: BOTETOURT COUNTY SHERIFF'S OFFICE

CONTACT TITLE: COMMUNICATIONS SUPERVISOR

CONTACT FIRST NAME: NICOLE

CONTACT LAST NAME: MANSPILE

ADDRESS 1: P. O. BOX 18

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

CITY: FINCASTLE, VA

ZIP CODE: 24090

CONTACT EMAIL: NMANSPILE@BOTETOURT.ORG

CONTACT PHONE NUMBER: 540-473-8630

CONTACT MOBILE NUMBER: 540-520-4791

CONTACT FAX NUMBER: 540-473-8650

REGIONAL COORDINATOR: Donna Brown

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

BOTETOURT COUNTY

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- Technically Outdated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

PROJECT FOCUS GIS HIGH SUPPORT

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

FINANCIAL DATA

Amount Requested: \$ 5,600.00

Total Project Cost: \$ 5,600.00

STATEMENT OF NEED



In the last calendar year, Botetourt County migrated to GeoComm dispatch mapping software, to a tremendous benefit of the service. During the transition, multiple issues were discovered with the interrelation between E911 GIS data layers, The E911 MSAG and the E911 ALI database. These were recorded in a detailed report. In the time since, the County's E-911/Addressing Technician has worked, as possible, to correct these discrepancies with assistance of King-Moore Associates, the primary mapping consultant in the original project. However, it has become apparent that that routine workload and maintenance pressures will not allow staff alone to ultimately correct the identified issues. Data verification and audit, as well as subsequent follow-up and correction is critical to our ongoing operation. As in most areas of the Commonwealth, Botetourt County has experienced significant declines in revenue, while facing an increase in service demands. Specifically, the County has experienced a reduction in state revenues of 5.2 million over the past two years. During that time, and to offset both state and local revenue shortfalls, local expenditures have been reduced in the following areas:

- 1) General fund – 3.4 million reduction
- 2) Education – 4.4 million reduction
- 3) Capital improvements – reduced by 92% over preceding two years.

A total of 28 school and 15 county positions have been cut.

Ultimately, these facts are presented to demonstrate that Botetourt County is reacting to negative economic factors aggressively and as such, must prioritize expenditures to an unprecedented level. Thus, additional database cleaning and correlation processes will not be undertaken without additional assistance from the Wireless Board.

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

Upon completion of the listed work/project, the map data will be maintained using current, industry-standard methods. It is important to note that the mapping discrepancies which currently exist date back to creation of the original map data in the 1990s.

COMPREHENSIVE PROJECT DESCRIPTION

**FOR WIRELESS E-911 PSAP EDUCATION PROGRAM GRANT REQUESTS:****Project Description****FOR CONTINUITY AND CONSOLIDATION OR ENHANCEMENT PROJECTS:**

Botetourt County proposes to leverage previous work and knowledge of King-Moore Associates to correct previously identified data linkage issues between the E911 and ALI databases and GIS mapping. The proposed project will allow county staff to focus on areas of need which can be easily addressed in-house and would rely on King-Moore to undertake more technical processes. King-Moore's intimate knowledge of the County's data will allow us to maximize a Wireless Board investment and achieve more timely and lasting results. Accuracy of VGIN's statewide map database will be improved via the quarterly submissions that Botetourt County has, and will continue to make. King-Moore's specialized industry knowledge, as well as intimate knowledge of the existing data sets will allow for efficient processing highly technical portions of the project, as well as staff guidance for efficient processing of more labor intensive tasks.

As the intent of this request and project is to enhance an ongoing effort to achieve and maintain the highest possible level of data accuracy, transition into the project work will commence immediately upon award. It is anticipated that tangible results will be available within the first quarter of work and project completion to occur no later than the 3rd quarter.

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 / 01 / 11
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed)	XX / XX / XX
<input type="checkbox"/> ACQUISITION (Selected system or solution is procured)	XX / XX / XX
<input checked="" type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed)	04 / 01 / 12
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production)	05 / 01 / 12

Identify the longevity or sustainability of the project.

The work completed will simply clean up legacy issues in existing map data. All new data added to the map will continue to adhere to industry standard specifications.



Describe how this project supports the Virginia Statewide E-911 Strategic Comprehensive Plan.

The project contained herein will further the goal of increased accuracy of local, regional and statewide data. Through ongoing quarterly updates, Botetourt County will continue to provide the state (VGIN) with a quality mapping product. The grant will assist in making that product even better.

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

Budget

Botetourt County has solicited the following quote from the following reputable vendor:

<u>King Moore Associates:</u>	<u>\$5,600.00</u>
Total	\$5,600.00

The quote is attached.

Budget Narrative

Botetourt County proposes the following solution to the aforementioned issue, via thoughtful application of VITA grant funds:

Labor - \$5,600

Botetourt County will absorb all additional time and materials costs required for staff to successfully collaborate with King-Moore in project completions. It is anticipated that staff time will exceed that of King Moore, as much of the labor involved will be time consuming, lower level execution to correct issues in the GeoComm report, utilizing automated routines and directives by King Moore.

EVALUATION



Evaluation

Project success will be measured by systematic resolution of specific issues currently identified in the GeoComm data comparison report, as well as through resolution of additional issues identified by King Moore through the process. Given a notice of award on or before July 1, 2011, we anticipate completion of the project by April 1, 2012.



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"

VITA
Virginia Wireless E-911 Services Board

Grant Application
FY 2012

Grant Program: Virginia Wireless E-911 Services Board's PSAP Program
Applicant: Botetourt County Sheriff's Office
Type Grant: Local
Eligible Amount: \$ 150,000
Amount Requested: \$ 5,600
Matching Funds: In-kind, via staff efforts

Jurisdiction: Botetourt County
Project Title: Data Reconciliation
Grant Period: July 1, 2011 – June 31, 2012
Funding Priority: GIS – High Priority

Project Director: Nicole Manspile
Title: Communication Supervisor
Address: 20 E. Back Street, Fincastle, VA 24090
Phone: (540) 473-8630
Email: NManspile@Botetourt.org

Statement of Need

In the last calendar year, Botetourt County migrated to GeoComm dispatch mapping software, to a tremendous benefit of the service. During the transition, multiple issues were discovered with the interrelation between E911 GIS data layers, The E911 MSAG and the E911 ALI database. These were recorded in a detailed report. In the time since, the County's E-911/Addressing Technician has worked, as possible, to correct these discrepancies with assistance of King-Moore Associates, the primary mapping consultant in the original project. However, it has become apparent that that routine workload and maintenance pressures will not allow staff alone to ultimately correct the identified issues. Data verification and audit, as well as subsequent follow-up and correction is critical to our ongoing operation.

As in most areas of the Commonwealth, Botetourt County has experienced significant declines in revenue, while facing an increase in service demands. Specifically, the County has experienced a reduction in state revenues of 5.2 million over the past two years. During that time, and to offset both state and local revenue shortfalls, local expenditures have been reduced in the following areas:

- 1) General fund – 3.4 million reduction
- 2) Education – 4.4 million reduction
- 3) Capital improvements – reduced by 92% over preceding two years.

A total of 28 school and 15 county positions have been cut.

Ultimately, these facts are presented to demonstrate that Botetourt County is reacting to negative economic factors aggressively and as such, must prioritize expenditures to an unprecedented level. Thus, additional database cleaning and correlation processes will not be undertaken without additional assistance from the Wireless Board.

Project Description

Botetourt County proposes to leverage previous work and knowledge of King-Moore Associates to correct previously identified data linkage issues between the E911 and ALI databases and GIS mapping. The proposed project will allow county staff to focus on areas of need which can be easily addressed in-house and would rely on King-Moore to undertake more technical processes. King-Moore’s intimate knowledge of the County’s data will allow us to maximize a Wireless Board investment and achieve more timely and lasting results. Accuracy of VGIN’s statewide map database will be improved via the quarterly submissions that Botetourt County has, and will continue to make. King-Moore’s specialized industry knowledge, as well as intimate knowledge of the existing data sets will allow for efficient processing highly technical portions of the project, as well as staff guidance for efficient processing of more labor intensive tasks.

As the intent of this request and project is to enhance an ongoing effort to achieve and maintain the highest possible level of data accuracy, transition into the project work will commence immediately upon award. It is anticipated that tangible results will be available within the first quarter of work and project completion to occur no later than the 3rd quarter.

Budget

Botetourt County has solicited the following quote from the following reputable vendor:

<u>King Moore Associates:</u>	<u>\$5,600.00</u>
Total	\$5,600.00

The quote is attached.

Budget Narrative

Botetourt County proposes the following solution to the aforementioned issue, via thoughtful application of VITA grant funds:

Labor - \$5,600

Botetourt County will absorb all additional time and materials costs required for staff to successfully collaborate with King-Moore in project completions. It is anticipated that staff time will exceed that of King Moore, as much of the labor involved will be time consuming, lower level execution to correct issues in the GeoComm report, utilizing automated routines and directives by King Moore.

Evaluation

Project success will be measured by systematic resolution of specific issues currently identified in the GeoComm data comparison report, as well as through resolution of additional issues identified by King

Moore through the process. Given a notice of award on or before July 1, 2011, we anticipate completion of the project by April 1, 2012.



323 South Fork Dr
Wytheville, VA 24382
276-356-8224
moore@king-moore.com

November 28, 2010

Mr. Spencer Suter
Assistant County Administrator
205 North Roanoke Street, Suite 1
Botetourt, VA 24090

RE: *Quotation* for GIS Professional Services for E911 data reconciliation

Dear Mr. Suter:

Please see the following quotation for providing GIS services to the County related to the reconciliation of E911 data layers, E911 MSAG, and E911 ALI database.

Description

King-Moore will provide ^{eighty}~~sixty~~ (80) hours of professional GIS services to the County to assist in the reconciliation of discrepancies with the E911 mapping layers geometry/attribution and the E911 ALI database and MSAG. The County currently has a report showing issues and discrepancies with the E911 data layers and database. Due to the amount of issues that need to be investigated and corrected, King-Moore offers assistance to the County staff to fix the issues in a timely manner. It is important to 911 response to have the most accurate and up-to-date E911 data available to the PSAP and emergency responders.

Estimated Fees

King-Moore will charge an hourly rate of \$70 for a total annual fee of \$5,600.00.

Payment Terms

King-Moore will invoice monthly based on the hours worked.