



FY19

NG-911 GRANT PROGRAM APPLICATION



VIRGINIA INFORMATION
TECHNOLOGIES AGENCY
Integrated Services Division



FY19 NG-911 GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA ISP's website (<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). Upon completion of the application, it is to be submitted to the electronic mailbox for grant applications - psapgrants@vita.virginia.gov. Any supporting documentation must also be submitted along with the application when making your grant application submission.

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 FY19 NG-911 Grant Application Cycle starts July 1, 2017 and concludes on September 30, 2017 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.



FY19 NG-911 GRANT APPLICATION

PROJECT TITLE

GIS Data Improvement

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: City of Colonial Heights
 CONTACT TITLE: Acting Director, Information Technology
 CONTACT FIRST NAME: Lewis
 CONTACT LAST NAME: Archileti
 ADDRESS 1: 100-A Highland Avenue
 ADDRESS 2: 2T
 CITY: Colonial Heights
 ZIP CODE: 23834
 CONTACT EMAIL: archiletil@colonialheightsva.gov
 CONTACT PHONE NUMBER: (804) 520-9309
 CONTACT MOBILE NUMBER: 804-731-7002
 CONTACT FAX NUMBER: (804) 524-8735
 REGIONAL COORDINATOR: Sam Keys

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

City of Colonial Heights

_____	_____
_____	_____
_____	_____
_____	_____

GRANT TYPE

Individual PSAP

Shared Services



Non-vendor supported application MUST include age and/or version of hardware/software, **along with a copy of the notice from the vendor.**

VERSION:

YEARS of HARDWARE/SOFTWARE:

PRIORITY/PROJECT FOCUS NG 9-1-1 GIS

FINANCIAL DATA

Amount Requested: \$ 100,697.17

Total Project Cost: \$ 100,697.17



PROJECT DESCRIPTION

Provide a detailed description of the project for which funding is being sought, including the impact on operational services and consequences of not receiving funding; the relationship to local strategic and capital improvement plans; and sustainability:

The City of Colonial Heights is continuing its effort to better support the citizens and potentially other localities in the Commonwealth. The City is taking an important step in preparing its geospatial data for the coming NG-911 transition.

Based on the Q1 analysis and analysis from an independent vendor, the City has identified specific areas of data improvement. Improvement in these areas will both help the City to prepare for NG9-1-1 and provide better Enhanced 9-1-1 capabilities.

The bulk of the grant funds requested are to perform analysis and corrections to the City's addressing and centerline data following both NENA and Commonwealth standards. Specific workflows will be developed based on industry standards with the goal of aiding the City in maintaining NG9-1-1 GIS readiness.



GIPROJECT GOAL

Describe how this project addresses locally identified need(s) and supports the Virginia 9-1-1 Comprehensive Plan:

This project supports the Virginia Statewide Comprehensive Plan. The City of Colonial Heights is striving to meet Goal A from Section 2.2 – which is to provide a level of emergency response service to the public, which is further described as providing consistent emergency response services to anyone residing in or passing through the Commonwealth. The project addresses local needs by improving and correcting data in preparation for NG9-1-1

PROJECT OBJECTIVES

Describe the objectives that will support the goals identified above:

The objectives of this project will be completed in Phases:

Phase 1: Collect Data. The first phase of the project will be to collect all the data we will need to complete the project. This will include sources such as paper maps, data from vendors, data models from ESRI and NENA, and from within many different departments. The data will be organized, verified as reliable, and loaded into a new database schema.

Phase 2: NG-911 Readiness Evaluation. The second phase will focus on evaluating the City's data for accuracy and NG- 911 readiness. Similar evaluations have already been performed however the City plans to have an independent vendor perform another, more recent analysis, to account for changes since the last analysis.

Phase 3: Data Correction and Development. In phase 3, the City and a chosen vendor will then utilize the results of the analysis as a guide to improve specific areas of the data as identified in the Q1 analysis and as identified by an independent vendor.

Phase 4: QA/QC. In phase 4, an independent contractor will be used to run specific QA/QC Audits throughout the project. Quality Control and Assurance Plans for all data and tools will be completed.

Phase 5: Deliverables. In the final phase, the corrected data will be tested in the current E911 environment, and the workflows created will be deployed by the City.



SHARED SERVICES (if applicable)

Describe the relationship of the project to the participating PSAPs:

N/A

Describe the intended collaborative efforts and resource sharing opportunities:

N/A



**IMPLEMENTATION PLAN
SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:**

For each applicable phase of the project, indicate the planned completion date.

PROJECT PHASE	PLANNED COMPLETION DATE
INITIATION – Project concept is documented, local board or governing authority approval or endorsement is received, NG-911 Grant application is filed, local budgets are obtained, appropriated grant funds are approved, and budgetary estimates are obtained.	06 / 01 / 18
DESIGN/PLANNING - Requirements are documented, components to be purchased are identified, and general design is documented.	08/ 01 / 18
ACQUISITION - RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained.	10 / 01 / 18
IMPLEMENTATION - Purchased components are delivered and installed and training is performed	02 / 01 / 19
TESTING/COMPLETION - Performance of system/solution is validated and system/solution goes “live”	05 / 01 / 19



BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. 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.

NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment, but a narrative is still required. 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.

Data Collection and Analysis	\$9,100.00
Data Remediation and Development Services (GIS Services: Standard Package)	\$50,570.00
Data Development and Workflow Delivery	\$10,400.00
Project Management	\$10,020.01
Independent QA/QC & Project Services	\$11,452.87
Contingency 10%	\$9,154.29
Total	\$100,697.17

EVALUATION

How will the project as identified in the project description be evaluated and measured for achievement and success:

The project will be evaluated based on general and specific milestones. City staff will be assigned as primary point of contact and general project oversight. This staff will then work with the vendor(s) to establish project milestones, deadlines and deliverables. The project will further be evaluated through independent Quality Assurance and Quality Control (QA/QC) services. Professional project management services will be applied through out vendor services.



PHYSICAL CONSOLIDATION - (complete only if applicable)

How would a consolidation take place and provide improved service:

NA

How should it be organized and staffed:

NA

What services should it perform:

NA

How should policies be made and changed:

NA



PHYSICAL CONSOLIDATION - (complete only if applicable) – continued

How should it be funded:

NA

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

NA