

RESOLUTION NO. 2020 - 117

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO SUBMIT AN APPLICATION SEEKING FUNDING ASSISTANCE THROUGH THE FLORIDA STATE E-911 GRANT PROGRAM TO UPGRADE E-911 SYSTEM HARDWARE AND SOFTWARE.

WHEREAS, the Florida State E-911 Board allows local governments to make applications through a grant program to assist with the replacement or upgrade of Enhanced 911 (E-911) systems; and

WHEREAS, the Sheriff's Department has provided the attached grant application requesting use of the funds which total \$736,540.70; and

WHEREAS, the County has reviewed and completed the grant application; and

WHEREAS, the County has determined that nothing contained in the grant application negatively impacts the interests of the County.

WHEREAS, after a review of the grant application and accompanying materials, the County has determined that none of the requirements, restrictions, and/or obligation associated with the award of the grant, or of the grant itself, negatively impact the interests of the County; and.

WHEREAS, after a review of the completed grant application and accompanying materials, the County has determined that an award of E-911 State Grant funding for the upgrade of system hardware and associated software licenses serves the overall interests of the County.

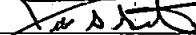
NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida:

1. The above recitals are hereby adopted as legislative findings of fact and incorporated herein.
2. The Board of County Commissioners approves the terms, conditions, and requirements of the grant application, and authorizes the Chair to execute the grant application on behalf of the County.
3. The Board of County Commissioners hereby authorizes the County Administrator, or designee, to execute any other paperwork necessary, and/or associated with the application for a Florida State E-911 Grant for funding the upgrade of system hardware and associated software licenses.
4. To the extent there are administrative, typographical or scrivener's errors that do not substantively change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 7th day of April, 2020.

[OFFICIAL SEAL]

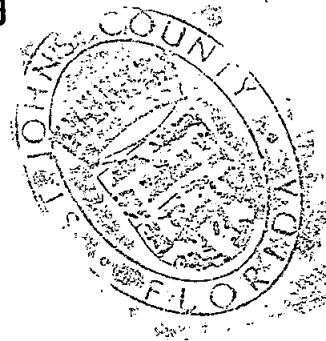
**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: 
Jeb S. Smith, Chair

ATTEST: Brandon Patty, Clerk of Court

By: 
Deputy Clerk

RENDITION DATE APR 9 2020



***Application Instructions For The
E911 STATE
GRANT PROGRAM***

**W Form 3A, incorporated by reference in Florida Administrative
Code Rule 60FF1-5.003 E911 State Grant Programs Revised June
June, 2019**

County

St Johns

**STATE OF FLORIDA E911 BOARD
E911 STATE GRANT PROGRAM APPLICATION FORM**

Total Amount Requested: \$736,540.70

Project Title: CPE Hardware Refresh, MIS, and MEVO addition

1. Board of County Commissioners Chair: Jeb S. Smith

Mailing Address: 500 San Sebastian View

City: St Augustine

State: Florida Zip: 32084 -

Phone: (904) 209.0302 Fax:

Email Address: mlundquist@sjcfl.us

2. County 911 Coordinator: Victoria Ogaga

Mailing Address: 4015 Lewis Speedway

City: St Augustine

State: Florida Zip: 32084 -

Phone: (904) 209.1478 Fax:

Email Address: vogaga@sjso.org

3. Federal Tax ID Number: 596000825

County St Johns

COUNTY INFORMATION
USE 12 POINT FONT OR LEGIBLE HAND PRINTING

4. County Fact Information

County	<u>St Johns</u>
Population	<u>190,039 (2010 census)</u>
Total Number of Incoming Nonwireless Trunks	<u>13</u>
Total Number of Incoming Wireless Trunks	<u>36</u>
Number of PSAP's	<u>2</u>
Number of Call- taking Positions per PSAP	<u>24 PRIMARY; 4 SECONDARY</u>
Total Volume of 911 Calls	<u>123,808 (2019)</u>
What equipment is needed to provision the Enhanced 911 system?	<u>Servers, switches, net clocks, cabinets, voip cards</u>
What equipment is requested in this grant application?	<u>Servers, switches, net clocks, cabinets, voip cards</u>

Financial Information:

- 1.) What are the current annual costs for your E911 system (circuits, customer records hardware and software, etc.) not including maintenance?
\$192,548
- 2.) What are the current annual costs for maintenance of items included in 1?
316,775
- 3.) Total amount of E911 fee revenue received in the preceding year.
1,299,449.53
- 4.) Total amount of county carry forward funding retained in the preceding year.
0
- 5.) Current total amount of county carry forward funding?
751,381.00
- 6.) Two year maximum calculated amount for applied carry forward funding
Calculation (current year carry forward funding amount based on General Condition 5.12 multiplied by 2)
737,669.72
- 7.) Minimum calculated amount for Applied Carry Forward Funding
Calculation (amount in J.5. subtracted by amount in J.6.)
Insert in Item 12. Budget/Quarterly Expenditure Report
13,711.28

5. **Describe your county's existing E911 system. Include specific information on existing system equipment upgrades and when the installation of this equipment was completed.**

St Johns County has a Type 4, E911 Solacom Guardian System consisting of (2) Primary PSAPs and (1) one Backup PSAP. The 911 call handling system was installed August 2016. The St Johns Sheriff's Office Primary PSAP currently has a total of (22) twenty-two positions, (17) seventeen of those are Sheriff's Office and (5) five are St Johns Fire/Rescue. The other primary PSAP is located at the St Augustine Primary PSAP and has (4) four positions installed August 2016 as well. The St Johns County Fire/Rescue has a total of (14) fourteen positions, (9) nine are Sheriff's and the other (5) are Fire/Rescue positions installed in August 2016. St Johns utilizes 911 Datamaster's SpatialScene for the map display. It was installed in 2017 as well as ECATs for the MIS, which was installed August 2016.

6. **Describe the scope of work for the proposed project including any goal(s) and objectives. Include the tasks to be performed as part of the project. Provide scope of work in quantifiable units of deliverables that shall be received and accepted. For each deliverable specify the required minimum level of service to be performed and the criteria for evaluating the successful completion of each deliverable.**

Due to the current operating system being no longer supported as of January 14, 2020, St John's 911 system needs a hardware refresh so that it can be upgraded to Windows 10/Server 2016. The proposed project will replace the unupgradable hardware with new hardware which is preloaded with Windows 10/Server 2016.

- *Project plan, design and equipment delivery, including equipment inventoried by model, part and serial numbers, and quantity for workstations, hardware and software.*
- *Comprehensive communication/network interface testing, cutover coordination testing and start-up of the workstations, mapping, recording and system functions including acceptance documentation for verifying functionality.*
- *Final acceptance including test documentation providing results for contracted technical and functional items for workstations and map display systems.*
- *First year manufacturer warranty/support including contract for service, normal maintenance, software patches and fixes to maintain system, resolve malfunctions and provide emergency repairs.*

The county 911 coordinator will monitor and review the project with the vendor continually through the project schedule to assure the level of service is provided and the system is being installed and maintained in operable working conditions.

7. **Justification of the need for the proposed project. Provide detailed information on the existing system's condition including a detailed justification for any system with an expected remaining life of less than 1 year on system, standalone equipment or Software(SW) replacement, addition or upgrade requests.**
St John's 911 system utilizes an unsupported operating system which makes our system increasingly susceptible to malware and viruses. The hardware isn't upgradable and must be replaced in order to be supported/maintained. Without this project, St John's can't guarantee the continued operation of the system.
8. **Describe why your county will not be able to complete this project without this grant funding.**
St Johns County doesn't have the fee revenues for this project. Additional funding is not available through general revenues. Currently, there are no other county funds available for this project.
9. **Briefly describe how this grant project would conform with the State E911 Plan.**
This project will maintain the operation of the county's E911 System assuring continuous operations, keeping the system current, to answer calls and stay in compliance with the State E911 Plan.
10. **Describe the required steps with an anticipated time schedule with procurement and payment milestones and a total project completion date.**
Upon notification of grant award St Johns County will begin the procurement and contract with our existing vendor. Contingent on no procurement issues, the anticipated schedule is:
0-180 Days – Procure hardware and software required for adding the workstations to the E911 System. Equipment order, awaiting delivery of equipment, and preparation of the work area to accommodate the new equipment.
181-270 Days – Workstations, installation, comprehensive communication/network interface testing, cutover coordination testing and start-up of the call taking positions and system functions.
271-365 Days – Final acceptance test and commissioning, final completion and payment and begin the 1st year manufacturer warranty and maintenance.
11. **If applicable, sole source justification must include sole source letter from county's purchasing department; see instruction 5.5.**

12. Budget/Quarterly Expenditure Report

Prepare an itemized Grant Budget ("Line Item" breakdown should include separated systems, i.e.; 911 system, logging recorder, centerline mapping, etc. and services items). The completed form shall be used to complete quarterly report requirements, listing expenditures and revisions {if any} in appropriate columns. If there is insufficient space, please include details in an attachment. **Budget costs should match requested vendor quote.**

County:	St Johns	Grant Number:		Report Date:	03/11/2020
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For Grant Period Ending:	<input type="checkbox"/> March 31	<input type="checkbox"/> June 20	<input type="checkbox"/> September 30	<input type="checkbox"/> December 31	Year: 2020
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Is This a Final Report? Yes No

(To request reimbursement please submit appendix IV)

Proposed Budget				USE FOR QUARTERLY REPORTS	
Line Item -Provide detail itemized information	Unit Price (\$)	Quantity	Total Cost (\$)	Revised Budget	Total Cumulative Expenditures (\$)
A. Systems (Hardware, Software, Equipment & Labor)					
Core A	112,316.39	1	112,316.39		
Core B	105,596.39	1	105,596.39		
Primary PSAP workstations and peripherals	8460.59	24	203,054.15		
MEVO	2,867.69	4	11,470.76		
Total System Items			432,437.69		
B. Services (Training, Maintenance and Warranty Items)					
Professional Services	33,075.00	1	33,315.00		
Managed Services	20,634.00	1	20,634.00		
Warranty and Maintenance	208,040.55	1	208,040.55		
Shipping	5,400.00	1	5,400.00		
Field Engineering (Datamaster and Exacom)	2,000.00	2	2,000.00		
911 Logix MIS	32,150.00	1	32,150.00		
MEVO Support and Services	2,803.46	1	2,803.46		
Total Service Items			304,149.55		
Less any Applied County Carry Forward or other Funding (if applicable)					
Grant Request Total			736,540.70		

USE FOR ALL REPORTS	
Total Amount of Grant Awarded	
Final Completion Date	

Signature, County 911 Coordinator

County

St Johns

13. Assurances

ACCEPTANCE OF TERMS AND CONDITIONS: The grantee accepts all grant terms and conditions. Grantee understands that grants are contingent upon the availability of funds.

DISCLAIMER: The grantee certifies that the facts and information contained in this application and any attached documents are true and correct. A violation of this requirement may result in revocation of the grant and return of all grant funds and interest accrued (if any), pursuant to the E911 Board authority and any other remedy provided by law.

NOTIFICATION OF AWARDS: The grantee understands and accepts that the notice of award will be advertised on the Florida E911 website.

MAINTENANCE OF IMPROVEMENT AND EXPANSION: The grantee agrees that any improvement, expansion or other effect brought about in whole or part by grant funds will be maintained. No substantial changes or departures from the original proposal shall be permitted unless the E911 Board gives prior written authorization. Any unauthorized change will necessitate the return of grant funds, and accrued interest (if any) to the E911 Board.

Failure to utilize grant funds as represented may jeopardize eligibility to be considered for future funding.

14. Authority

I hereby affirm my authority and responsibility for the use of funds requested.

SIGNATURE – CHAIR, BOARD OF COUNTY COMMISSIONERS
or COUNTY MANAGER

DATE

Printed Name

Position

Appendix I

NO requests for funding will be acknowledged for any items not specified in Section 365.172, Florida Statutes, Emergency communication number "E911"; paragraph (10) (shown below).

Section 365.172 (10), Florida Statutes

AUTHORIZED EXPENDITURES OF E911 FEE.—

(a) For purposes of this section, E911 service includes the functions of database management, call taking, location verification, and call transfer. Department of Health certification, recertification, and training costs for 911 public safety telecommunications, including dispatching, are functions of 911 services.

(b) All costs directly attributable to the establishment or provision of E911 service and contracting for E911 services are eligible for expenditure of moneys derived from imposition of the fee authorized by subsections (8) and (9). These costs include the acquisition, implementation, and maintenance of Public Safety Answering Point (PSAP) equipment and E911 service features, as defined in the providers' published schedules or the acquisition, installation, and maintenance of other E911 equipment, including circuits; call answering equipment; call transfer equipment; ANI or ALI controllers; ANI or ALI displays; station instruments; E911 telecommunications systems; visual call information and storage devices; recording equipment; telephone devices and other equipment for the hearing impaired used in the E911 system; PSAP backup power systems; consoles; automatic call distributors, and interfaces, including hardware and software, for computer-aided dispatch (CAD) systems; integrated CAD systems for that portion of the systems used for E911 call taking; GIS system and software equipment and information displays; network clocks; salary and associated expenses for E911 call takers for that portion of their time spent taking and transferring E911 calls, salary, and associated expenses for a county to employ a full-time equivalent E911 coordinator position and a full-time equivalent mapping or geographical data position, and technical system maintenance, database, and administration personnel for the portion of their time spent administrating the E911 system; emergency medical, fire, and law enforcement prearrival instruction software; charts and training costs; training costs for PSAP call takers, supervisors, and managers in the proper methods and techniques used in taking and transferring E911 calls, costs to train and educate PSAP employees regarding E911 service or E911 equipment, including fees collected by the Department of Health for the certification and recertification of 911 public safety Telecommunicator's as required under s. 401.465; and expenses required to develop and maintain all information, including ALI and ANI databases and other information source repositories, necessary to properly inform call takers as to location address, type of emergency, and other information directly relevant to the E911 call-taking and transferring function. Moneys derived from the fee may also be used for next-generation E911 network services, next-generation E911 database services, next-generation E911 equipment, and wireless E911 routing systems.

(c) The moneys should not be used to pay for any item not listed in this subsection, including, but not limited to, any or operational costs for emergency responses. Even any which occur after the call transfer to the responding public safety entity and the costs for constructing, leasing, maintaining, or renovating buildings, except for those building modifications necessary to maintain the security and environmental integrity of the PSAP and E911 equipment rooms.

Appendix III

Quarterly Status Report

County: _____

Grant Number: _____

Report Date: _____

Grant Period Ending: _____

Project Status Update:

Problems/Delays:

Signature of Authorized Official

Date

Appendix IV Financial Reimbursement of Expenditures Reporting Form

Prepare an itemized request for reimbursement expenditures in each budget categories for each deliverable. Attach copies of purchase orders and paid vouchers, invoices, copies of checks, journal transfers, required for expenditure justifications. If there is insufficient space, please include details in an attachment.

County:	Grant Number:	Request Number:	Request Date:
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Budget Categories				Previous Request Amount (\$)	Current Request Amount (\$)
Deliverable Items	Unit Price (\$)	Quantity	Total Amount (\$)		
A. Systems (Hardware, Software, Equipment & Labor)					
B. Services (Training, Maintenance and Warranty Items)					
Grant Request Total					

Request payment of funding (if applicable) <input type="checkbox"/>
Justification of payment funding need:

Signature, County 911 Coordinator

Addendum I

Funding Priorities for the E911 State Grant Program

The criteria for determining acceptability for disbursement of funds from the State of Florida E911 State Grant Program will be made on a PRIORITY basis. There will be nine (7) priorities as identified below:

- PRIORITY 1: Primary and/or Secondary PSAP systems that require immediate system replacement to provision enhanced 911 status or when the expected remaining life of the system is less than 1 year.
- PRIORITY 2: Systems that require new or replacement of critical or necessary hardware or software. This may include the following Primary and/or secondary PSAPs system equipment, listed in order of funding priority a-h:
- a. Hardware and software for communications or terminal equipment located at a PSAP for 911 call processing, ANI and ALI display and call answering.
 - b. Lightning Protection Equipment
 - c. Uninterruptible Power Supply system and or Generator
 - d. E911 Logging Equipment
 - e. County E911 Standalone ALI Database Equipment
 - f. E911 Map Display Equipment
 - g. New additional 911 Call Taker Position Equipment
 - h. Net clock
- PRIORITY 3: Consolidation of E911 PSAPs, which decreases the number of Primary or Secondary PSAPs in the county by a minimum of one. This may include regional consolidated backup systems for counties consolidating backup systems for two or more counties.
- PRIORITY 4: Mapping system and services necessary for provisioning Geographic Information Systems (GIS). This may include the following, listed in order of funding priority a through c:
- a. E911 Map System Equipment - E911 map generation hardware and software licensing is limited to components for two stations
 - b. GIS Centerline, point generation and map accuracy systems
 - c. GIS Data support
- PRIORITY 5: Development and maintenance of 911 routing statewide, geographic, and management information systems. (Funded by Prepaid wireless)
- PRIORITY 6: NG-911 Equipment and Services.
- PRIORITY 7: Backup system equipment (see Priority 2)
- PRIORITY 8: Aerial Photography / Imaging
- Overhead (Nadir) images

PRIORITY 9: Infrastructure cabling and building entrance buildout cost.

PRIORITY 10: 911 call taker workstation console/furniture (the portion related to 911)
Telecommunicator Workstation Console / Furniture

Regional E911 system project requests related to systems and equipment will be considered the highest priority within each priority category.

Grants awards will be funded in order of priority assigned.

COUNTY E911 FISCAL INFORMATION

Item No.	E911 Fee Revenues	
1	County	<input type="text"/>
	Fiscal Year	<input type="text"/>
2	Wireless E911 Fee Revenue	\$ <input type="text"/>
3	Non-wireless E911 Fee Revenue	\$ <input type="text"/> (LEC, wireline, & VoIP)
4	Prepaid E911 Fee Revenue	\$ <input type="text"/>
5	E911 State Grant Revenue	\$ <input type="text"/> (Grant required unique accounting code)
6	Rural County Grant Revenue	\$ <input type="text"/> (Grant required unique accounting code)
7	Emergency Grant Revenue	\$ <input type="text"/> (Grant required unique accounting code)
8	Rural County Supplemental Disbursement	\$ <input type="text"/>
9	E911 Board Special Disbursement	\$ <input type="text"/>
10	Total E911 Fee Revenue	\$ <input type="text"/> Carry Forward Fee Revenue calculation (Item #2 + Item #3 + Item #4)
Item No.	E911 Allowable Expenditures	
11	E911 Fee Revenue and Supplemental and Special Disbursement Expenditures	\$ <input type="text"/>
12	County Funded E911 Expenditures	\$ <input type="text"/>
13	Subtotal Expenditures	\$ <input type="text"/> Calculation (Item #11 + Item #12)
14	E911 State Grant Expenditures	\$ <input type="text"/>
15	Rural County Grant Expenditures	\$ <input type="text"/>
16	Emergency Grant Expenditures	\$ <input type="text"/>
17	Subtotal Grant Expenditures	\$ <input type="text"/> Calculation (Item #14 + Item #15 + Item #16)
18	Total E911 Expenditures	\$ <input type="text"/> Calculation (Item #13 + Item #17)
Item No.	E911 Carry Forward & Excess Cost Recovery Calculation	
19	Allowable County Carry Forward Amount	\$ <input type="text"/> Maximum allowable calculation (50% of fee revenue Item #10) + (net amount of Item #8 + Item #9 disbursements). Grants are under unique accounting codes and are not included in calculations.
20	Actual County Carry Forward Amount	\$ <input type="text"/> Limited by paragraph 365.173(2)(d), Florida Statutes. Actual amount is equal to or less than Item #19.
22	Excess Cost Recovery	\$ <input type="text"/> Calculation (Item #19 - Item #20 - Item #8 - Item #9 - Item #13 - Item #20) Positive amount equals excess cost recovery amount to be returned to the E911 Board.
Item No.	Contact Information	
24	Name of person preparing response:	<input type="text"/>
25	Title/Position of person preparing response:	<input type="text"/>
26	Telephone number:	<input type="text"/>
27	E-Mail address of person preparing response:	<input type="text"/>
28	Date:	<input type="text"/>
In accordance with paragraph 365.173(2)(d) and 365.172(6)(a)3, Florida Statutes		