

# Board of County Commissioners

## Agenda Request

**Date of Meeting:** April 2, 2024

**Date Submitted:** March 18, 2024

**To:** Honorable Chairman and Members of the Board

**From:** Edward J. Dixon, County Administrator  
Morris Young, Sheriff  
Rachel Harrison, E911 Coordinator

**Subject:** Approval and Signature on the E911 2024 Spring Rural County Grant Application for E911 System and MapFlex Annual Support and Maintenance.

---

### **Statement of Issue:**

This agenda item seeks Board approval and signature on the E911 Rural County Grant Application for E911 System and MapFlex Annual Support and Maintenance.

### **Background:**

This grant is offered through the State of Florida Department of Management Services and is available for submission in the spring and fall of each year. If awarded, this grant will continue the warranty and maintenance of the E911 system and also extend the mapping system maintenance for addressing purposes. The project goal is to provide the E911 CPE system maintenance including software protection and technical support. It is our objective to maintain the County's 911 CPE and mapping system to ensure that all 911 calls are answered in the County and located with accurate 911 maps.

### **Analysis:**

The E911 Rural County Grant Program is to assist rural counties with the installation and maintenance of an Enhanced 911 (E911) system and to provide "seamless" E911 throughout the State of Florida.

### **Fiscal Impact:**

None.

**Options:**

1. Approve the E911 Rural County Grant Application for E911 System and MapFlex Annual Support and Maintenance grant application and authorize the Chairman to sign.
2. Do not approve.
3. Board direction.

**County Administrator's Recommendation:**

Option 1.

**Attachments:**

- The E911 Rural County Grant Application with appropriate quotes.

# **911 RURAL COUNTY GRANT PROGRAM**

1.0 Purpose .....	3
2.0 Eligibility .....	3
3.0 Definitions .....	3
4.0 Rural Grant Program Calendar .....	6
5.0 General Conditions .....	13
6.0 Limitation of Use of Funds .....	14
7.0 Approval and Award .....	14
8.0 Financial and Administrative Requirements .....	18
9.0 Grant Reporting Procedures.....	19
Addendum I.....	20



## 1.0 Purpose

The 911 Rural County Grant Program is to assist rural counties with the installation and maintenance of Enhanced 911 systems and to provide “seamless” 911 throughout the State of Florida.

## 2.0 Eligibility

The Board of County Commissioners in any county in the State of Florida with a population of less than 75,000 is eligible to apply for this grant program.

## 3.0 Definitions

- 3.1 Enhanced 911 (E911): An enhanced 911 system or enhanced 911 service that is an emergency telephone system or service that provides a subscriber with 911 service and, in addition, directs 911 calls to appropriate public safety answering points by selective routing based on the geographical location from which the call originated, or as otherwise provided in the State Plan under section 365.171, F.S., and that provides for automatic number identification and automatic location-identification features.
- 3.2 911 Maintenance: The preventative, routine and emergency maintenance required by the State E911 Plan, in order to maintain 911 systems in operable working condition.
- 3.3 E911 System: The Public Safety Answering Point equipment, in accordance with the State E911 Plan, including 911 call routing, processing, mapping and call answering communications equipment.
- 3.4 Alternate Contract Source (ACS): A competitively procured contract led by a federal, state, or local government. The ACS contract is cost-effective, contains language contemplating its use for cooperative purchasing, and the best interest of the county to use for purchases. Provided that the county’s purchase is not over expansive in size and scope.
- 3.5 Maintenance Contract: A business agreement between a contractor and customer covering the maintenance of equipment over a specified period
- 3.6 Next Generation 911 (NG-911): The designation for an advanced 911 emergency communications system or service that provides a communications service subscriber with 911 service and, in addition, directs 911 emergency requests for assistance to appropriate public safety answering points based on the geographical location from which the request originated, or as otherwise provided in the State E911 Plan under Section 365.171, Florida Statutes, and that provides for automatic number identification and automatic location identification features and emergency data information through managed IP-based networks.
- 3.7 Next Generation 911 Core Services (NGCS): The base set of services needed to process a 911 call/signal on an ESInet. Includes the Emergency Service Routing Proxy (ESRP), Emergency Call Routing Function (ECRF), Location Validation Function (LVF), Border Control Function (BCF), Bridge, Policy Store, Logging Services, and typical IP services such as Domain Name System (DNS) and Dynamic Host Configuration Protocol

(DHCP). The term NG-911 Core Services encompass the services but does not include the network on which they operate.

- 3.8 Public Safety Answering Point (PSAP): A public safety agency that receives incoming 911 requests for assistance and dispatches appropriate public safety agencies to respond to the requests in accordance with the State E911 Plan.
- 3.9 Service Contract: A written contract to perform, over a fixed period or for a specified duration, duties relating to informational and technical services
- 3.10 Warranty Contract: A written guarantee given to the purchaser of a new item by the manufacturer or dealer, usually specifying that the manufacturer will make any repairs or replace defective parts free of charge for a stated period.

#### 4.0 911 Rural County Grant Program Calendar

	Spring Schedule	Fall Schedule
Counties submit Application	by April 1	by October 1
E911 Board Members evaluate applications	April – May	October – November
E911 Board votes on applications to fund at regularly scheduled meeting	April – June	October – December
E911 Board sends notification of awards approved for funding to the counties.	Before June 30	Before December 30
Equipment Maintenance	One year from the award notification letter date.	One year from the award notification letter date.
Project Implementation	One years from the award notification letter date	One years from the award notification letter date.
Expiration of the right to incur costs, request payment and/or final reimbursement of funding.	Two years from the award notification letter date	Two years from award notification letter date.

#### 5.0 General Conditions

5.1 Applications and related documents must be delivered to the following address:

State of Florida E911 Board  
 ATTN: E911 Board Administrative Staff  
 4030 Esplanade Way, Suite 135  
 Tallahassee, FL 32399-0950  
 Or  
[E911BoardElectronicGrantreports@dms.fl.gov](mailto:E911BoardElectronicGrantreports@dms.fl.gov)

**Email is the preferred method of receipt of all grant applications.**

- 5.2 The applicant shall provide Application Form items 1 through 11 and the applicable procurement documents. The grant application package must be delivered on or before the submission date specified in the E911 Board notification of an E911 Rural Program published in the Florida Administrative Register. Failure to timely provide these documents will result in a rejection of the grant application.
- 5.3 To be considered for a grant award, all Next Generation projects must meet the NENA i3 technical standards.
- 5.4 GIS grants may be limited to funding to achieve the 98% accuracy rate as identified in the NENA GIS Data Model.
- 5.5 All Next Generation 911 project vendors must certify in writing that their systems will be interoperable with bordering counties, regions, and adjacent state lines
- 5.6 Only the percentage of service and equipment directly attributable to provisioning of 911 services is eligible.



- 5.7 The E911 Board will consider remotely provided hosted 911 answering point call-taking equipment and network services directly attributable to establishing and providing 911 services. Warranty and maintenance costs shall be calculated to account for only the first-year warranty and maintenance costs and shall not include upfront maintenance costs to reduce the yearly service amount.
- 5.8 All grant applications shall be accompanied by at least one complete quote for equipment or services.
- 5.8.1 All grant applications shall be accompanied by at least one complete quote for equipment or services. Grant applications totaling \$35,000.00 or more must be accompanied by at least three written substantiated quotes from different vendors. Complete quote submittals shall include a detailed scope of work, all pages included in the vendor proposal, breakdown of all costs including equipment, service tasks and deliverables. The E911 Board will compare the three quotes to any existing state contract in order to determine appropriate funding. Any county that has made a good faith effort to obtain at least three quotes in accordance with the competitive procurement process in 287.057(1), Florida Statutes and has not been able to obtain the quotes can request E911 Board review based on substantiated proof of posting of the request with documentation of the limited responses. Subject to the following exceptions:
- a) When purchasing from a DMS State Term Contract or DMS authorized Alternative Contract Source, the county shall follow the DMS State Purchasing ordering instructions and their county procurement rules and policies. Should the DMS State Purchasing ordering instructions and their county procurement rules and policies conflict, the county procurement rules and policies shall prevail, with provision of a letter from the county's purchasing department.
  - b) When purchasing from an Alternate Contract Source that has not been approved by DMS State Purchasing, the county shall follow their county procurement rules and policies, with provision of a letter from the county's purchasing department.
  - c) Services or commodities provided by governmental entities do not require more than one quote.
  - d) The county can initiate a request for approval to procure from a single source vendor. These will be considered on a case-by-case basis. Justification for single source procurement shall be provided with the application, which shall include a costs analysis that reviews the allowability, necessity and reasonableness of all cost elements. The single source procurement will be considered if provided in accordance with Chapter 287 Florida Statutes. A letter from the purchasing department that the project is a single source procurement based on section 287.057(3)(c), Florida Statutes, shall be provided with this grant application.
- 5.9 Rather than submitting multiple application requests for maintenance, all eligible maintenance requests should be combined into a single application request and include a breakdown of the individual components of the 911 system maintenance costs that are requested for funding assistance in the application. Grant applications for maintenance, where the county obtained a grant or utilized county funds to purchase equipment and obtained three competitive quotes for the first year of maintenance or met the requirements of General Conditions items 5.8, are not



required to provide three written quotes with an application for an additional year of maintenance.

- 5.10 All maintenance requests should include on the vendor's quote for service the beginning and ending term for each maintenance request, also known as "Period of Coverage". Grant awards will be limited to maintenance contracts beginning prior to or within the maintenance cycle of the grant program. Spring cycle maintenance requests should be submitted for maintenance beginning May through October. Fall cycle maintenance requests should be submitted for maintenance beginning November through April. Complete quote shall include a detailed scope of work, all pages included in the vendor proposal, a detailed description of line item and cost, breakdown of all costs including equipment, service tasks and deliverables.
- 5.11 Applicants requesting items from different funding priorities should complete a separate Budget Report for each priority. See Addendum I - Funding Priorities for the 911 Rural County Grant Program for a listing of funding priorities. Items from the same funding priorities should be combined in the same application and shall comply with General Condition items 5.8.
- 5.12 Should two or more rural counties jointly apply for a grant; each county will be required to complete and submit a grant application detailing the funds requested and the county responsible for the funds. In addition, one combined grant application detailing the entire project and a memorandum of understanding or inter-local agreement of all counties involved shall be submitted. The combined grant application shall comply with General Condition items 5.8.
- 5.13 Procurement shall be based on the county's procurement processes and the applicable State purchasing requirements, including but not limited to sections 112.061, 287.057, 287.017, and 287.058. Florida Statutes.
- 5.14 Funding application requests must include a scope of work that clearly establishes the tasks to be performed. The applications shall include all tasks that are required for successful completion of the project. The project shall be divided into quantifiable units of deliverables that shall be received and accepted in writing with signature by the county before payment. Each deliverable must be directly related to the scope of work and must specify the required minimum level of service to be performed and the criteria for evaluating the successful completion of each deliverable.
- 5.15 Funding requests must include all necessary costs required for full implementation of the proposed solution including that of any third party. Should the county grant application request or grant award be less than the projected cost of the equipment or service, the county should provide verification of the ability to fund the difference. Pricing submitted cannot be contingent upon "yet to be" determined fees for products and services by the proposer or any other third party required for implementation.
- 5.16 The county shall provide information on the county's preceding year E911 fee revenue amount, the preceding year carry forward funding amount and the total carry forward balance amount in the county E911 fund (The 911 Fee Revenues Form, 6A). The amount of grant funding award, for allowable carry forward expenditures, is limited based on the total amount of carry forward funding in the county E911 fund in excess of an amount calculated based on the allowable 30 percent carry forward amount for a two year basis in accordance with sub-paragraph 365.172(6)(a)3.c., Florida Statutes and E911 Board Rule 60FF1-5.006 Florida Administrative Code. The county shall include the amount of their county carry forward funding being utilized for this grant in the Applied County Carry Forward or other Funding (if applicable) line in the

Application Form Budget Report. This carry forward funding provision does not apply to grant applications for recurring maintenance. Equipment maintenance contract cost is not a capital expenditure and is not an authorized expenditure of carry forward funds after the initial first year project costs included in the original capital equipment replacement or upgrade project.

- 5.17 Detailed information is required for any grant application requesting funding for systems that require immediate system replacement for provisioning of enhanced 911 in the county. Include detailed justification and explanation for any E911 system with an expected remaining life of less than 1 year.
- 5.18 Funding requests contingent upon "beta testing" or for products and services not in general production and installation will not be funded.

## **6.0 Limitation on Use of Funds Guidelines for 911 Grant Expenses**

- 6.1 The following expenses will not be funded through this grant:
  - A. Salaries and associated expenses for 911 coordinators, call takers or other 911 personnel
  - B. Vehicle expenses
  - C. Wireline database cost
  - D. Outside plant fiber or copper cabling systems and building entrance cost
  - E. Consoles, workstation
  - F. Ariel photography expenses
  - G. Wireline 911 analog trunks; administrative lines and circuits; GIS database synchronization; and recurring network and circuit cost beyond the first year
- 6.2 Funding limitations are specified on the following items:
  - A. Grant funding shall be limited to eligible equipment maintenance and warranty costs for a primary PSAP and one other PSAP per county: either a primary, a secondary or a backup. Geo-diverse systems may be considered one PSAP for the purpose of grant funding.
  - B. Grant funding shall be limited to eligible mapping maintenance and warranty costs for a primary PSAP and one other PSAP per county: either a primary, a secondary or a backup.
  - C. Grant funding for 911 equipment, hardware and software shall be limited (per grant cycle) to eligible expenditures for a primary PSAP only.
  - D. Selective router equipment costs are limited to the primary PSAP system and are limited to one per county. For this grant program they are included under the call handling equipment priority.
  - E. Training cost funding is limited to new system and equipment training.
  - F. The allowable grant funding for travel expenses is limited to the authorized amounts established in Section 112.061, Florida Statutes, and the Department of Financial Services Guidelines for State Expenditures.



## **7.0 Approval and Award**

- 7.1 The E911 Board will review each application for compliance with the requirements of terms and conditions.
- 7.2 Upon grant award county will receive a grant agreement per their funding source that requires signature by the BOCC or county manager.
- 7.3 Grant awards will be withheld for any county that has a grant with a past-due quarterly report or past-due final documentation and closeout of previous rural county grant awards. Grant awards maybe withheld if the county is not in compliance with all Board reporting requirements (including annual reports).
- 7.4 Applications will be awarded based upon the priorities set by the E911 Board as listed in Addendum I - Funding Priorities for the 911 Rural County Grant Program.
- 7.5 The E911 Board will adjust the amount awarded to a county based upon the availability of funds, eligibility of requested items, published quotes, increased effectiveness of grant funds, minimum system requirements for performing the needed 911 function as specified in the State E911 Plan, or documented factors provided in the grant application submission.

## **8.0 Financial and Administrative Requirements**

- 8.1 Grant funds shall be provided on a cost reimbursement basis.
- 8.2 Each grantee may submit reimbursement claims to the E911 Board as needed; however, claims are limited to one request per month. Receipt of reimbursement funds from the E911 Board is contingent on the timely and accurate submittal of funding requests. Requests for reimbursement of expenditures must be submitted on the approved Financial Reimbursement of Expenditures Reporting Form. Incomplete claims forms or claims not submitted on the correct form cannot be processed and will be returned for corrections. Submit only for the amounts in each budget categories in which you have incurred expenditures.
- 8.3 Upon written request and accompanying documentation justifying the need, a county may receive a progress payment of funding with a completed Financial Reimbursement of Expenditures Reporting Form (Rule 60FF1-5.0035(4), F.A.C), signed contract or purchase order, the vendor invoice, and county certification that the specific grant items including all tasks and deliverables included in the funding request are complete. Within 45 days of transfer of funding or the check date, the grantee shall submit verification of payment to the vendor. Abuse of this policy will lead to denial of future payments.
- 8.4 Reimbursement claims shall include only expenditures claimed against the specific grant number awarded and include copies of purchase orders and paid vouchers, invoices, copies of check processing, journal transfers. The reimbursement request must match the scope of work and budget proposed in the grant applications. Grants that include cost defined by a set number of work hours dedicated to a project must include additional documents as requested by DMS staff. All items must comply with the DFS Reference Guide for State Expenditures.
- 8.5 To assure prompt processing, complete reimbursement claims should be e-mailed to:

[E911BoardElectronicGrantReports@dms.fl.gov](mailto:E911BoardElectronicGrantReports@dms.fl.gov)

- 8.6 Grant funds can only be used between the beginning and ending dates of the grant term, unless the E911 Board authorizes an extension.
- 8.7 Responsibility for grant funding and any failure to perform the minimum level of service required by the grant application and the application scope of work cannot be transferred under any circumstances from the County. Failure to perform the scope of work or expenditure of funds for other than allowable 911 costs as stated in the grant application shall require the county to return the awarded funds to the E911 Board.
- 8.8 It is the county's responsibility to maintain the property, equipment, or services in accordance with the scope of work. If a sale or transfer of such property or equipment occurs within five years after a grant ends, funds must be returned to the E911 Board on a pro-rata basis. If the equipment cost in excess of over \$5,000 and the grant is federally funded, the county must maintain an inventory of 5 years.
- 8.9 The grantee agrees that any improvement, expansion, or other effect brought about in whole or part by grant funds will be maintained until the system or equipment becomes obsolete.
- 8.10 If a grantee materially fails to comply with any term of an award, the Board shall take one or more of the following actions, as appropriate in the circumstances:
- Temporarily withhold grant payments pending grantee correction of the deficiency,
  - Disapprove all or part of the cost of the activity or action not in compliance,
  - Suspend or terminate the current award for the grantee's project,
  - Suspend or deny future grant awards.

The Board will provide the grantee an opportunity for a hearing, appeal, or other administrative proceeding to which the grantee is entitled under Florida Statute or regulation applicable to the action involved.

- 8.11 Grant awards or portion thereof may be terminated by the grantee upon written notification to the E911 Board, detailing the reasons for such termination, the effective date, and the release of allocated funds.
- 8.12 E911 Staff may require additional documentation to confirm proof of payment and deliverables met in accordance with DFS Reference Guide for State Expenditures.
- 8.13 Prior to a county signing a contract with a different vendor from the original vendor stated in the grant application, the county must request a grant change on the Change Request Form and include an itemized quote and a copy of the new contract to be approved by the E911 Board



## 9.0 Grant Reporting Procedures

- 9.1 Grantees will be required to submit quarterly reports summarizing cumulative expenditures and status of the grant project. Quarterly reports shall include a completed Quarterly Report Form.
- 9.1.1 Reporting will begin at the conclusion of the first full quarter after the award. The report periods will end on March 31, June 30, September 30, and December 31 of each year. Reports are due within 30 days of the ending report period.
- 9.1.2 Updated reports and associated information should be e-mailed to [E911BoardElectronicGrantReports@dms.fl.gov](mailto:E911BoardElectronicGrantReports@dms.fl.gov).
- 9.2 The Quarterly Status Report Form shall inform the E911 Board of significant impacts to grant supported activities. Significant impacts include project status developments affecting time schedules and objectives, anticipated lower costs or producing beneficial results in addition to those originally planned. Additionally, problems, delays, or adverse conditions which will materially impair the ability to meet the timely completion of the award must be reported. The disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
- 9.3 The county's Board of County Commission chairperson shall be notified when overdue quarterly reports or final reports are not received before the next E911 Board meeting following the month after the end of the quarter in which they are due.
- 9.4 Funding continuance will be based on timely submission of quarterly reports.
- 9.5 Upon receipt of final reimbursement from DFS, a final Quarterly Status Report form shall be submitted based on the same reporting requirements described in grant reporting item 9.1. Proof of payment to the vendor or proof of final payment from DFS must be submitted with the Quarterly Status Report marked as "final" in the appropriate field.
- 9.6 Change requests shall be submitted prior to deviation from any awarded grant applications. No changes or departures from the original request are authorized unless approved in writing by the E911 Board. Such requests shall be submitted using the form attached in Change Request Form. Any unauthorized change shall require the return of grant funds.
- 9.6.1 Time extension requests will not be granted unless the county has executed a contract for the grant equipment and/or services or demonstrates good cause for failure to execute a contract within twelve months of the award. Good cause documentation shall include a new project timeline schedule.
- 9.6.2 A change request to an alternate vendor must be approved by the E911 Board with a grant change request which includes a new itemized quote.
- 9.6.3 Time extensions shall be limited to a maximum of one additional year, totaling two years when approved by the E911 Board.
- 9.6.4 Change Request forms and associated information should be e-mailed to [E911BoardElectronicGrantReports@dms.fl.gov](mailto:E911BoardElectronicGrantReports@dms.fl.gov)

- 9.7 Change requests must be submitted ten (10) business days prior to Board meeting to be reviewed. Any reports submitted late will be reviewed at the next month's E911 Board meeting
- 9.8 Final document submission and close-out of a grant does not affect the E911 Board's right to disallow costs and recover funds on the basis of an audit or financial review. The county shall remain obligated to return any funds expended that do not comply with the terms and conditions of the grant award. The counties are required to provide DMS a copy of the county's Comprehensive Annual Financial Report (CAFR) no later than August 1st following the completion of the County's fiscal year.

County Gadsden

**911 RURAL COUNTY GRANT PROGRAM APPLICATION FORM**

Total Amount Requested: \$30,287.87

Project Title: **E911 System Support & Maintenance**

1. Board of County Commissioners Chair: Ronterious Green

Mailing Address: PO Box 1799

City: Quincy

State: Florida Zip: 32353 - 1799

Phone: ( 850 ) 875-8650 Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

2. County 911 Coordinator: Rachel Harrison

Mailing Address: 339 E. Jefferson St

City: Quincy

State: Florida Zip: 32351 - \_\_\_\_\_

Phone: ( 850 ) 875-8824 Fax: \_\_\_\_\_

Email Address: rachelharrison@tds.net

**COUNTY INFORMATION**  
USE 12 POINT FONT OR LEGIBLE HAND PRINTING

3. County Fact Information

A. Number of PSAP's                  (1) Primary (1) Backup        

B. Number of Call-taking Positions per PSAP                  4 Primary, 2 Backup, 2 Portables        

C. What equipment is requested in this grant application?

        None        

D. Financial Information:

What are the current annual costs for your E911 system (circuits, customer records hardware and software, etc.) not including maintenance?

1.) What are the current annual costs for maintenance of items included in 1.)?         \$60,575.74        

2.) Total amount of E911 fee revenue received in the preceding year?         \$204,834.03.        

3.) Total amount of county carry forward funding retained in the preceding year?         \$0        

4.) Current total amount of county carry forward funding?         \$27,498.35        

5.) Two year maximum calculated amount for applied carry forward funding  
Calculation (current year carry forward         \$122,900.42          
funding amount based on General  
Condition 5.16 multiplied by two)

6.) Minimum calculated amount for Applied Carry Forward Funding  
Calculation (Subtract the amount in D.4.         \$0.00          
subtracted by amount in D.5.)

Insert in the Budget Report



4. Describe your county's existing 911 system. Include specific information on existing system equipment upgrades and when the installation of this equipment was completed.

Gadsden County currently operates a type 4, Phase II compliant Positron Viper System with two Public Safety Answering Points (PSAP). One primary (4 positions) and one backup (2 positions) and two portable. The grant was awarded in the 2017 Fall grant cycle and was installed in March 2020.

The MapSAG Geographic Information System Software was awarded through the Rural County Grant Program and completed in early April of 2013.

5. 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. For any scope of work that includes milestones, please describe in detail what deliverables are expected to be provided in each milestone.

This project continues the warranty and maintenance on the E911 system. The project goal is to provide the E911 CPE system maintenance including the Evergreen software upgrade maintenance to insure the continued functionality of the E911 system. It is our objective to continue to maintain the County's 911 CPE to assure that all 911 callers in the County are answered and located.

The scope includes Lumen maintenance services needed to maintain the E911 system along with Intrado support of the 911 CPE support.

- Two-hour response time, remote or on-site for Major Outages 24 hours a day, 365 days a year.
- Next-business-day Response Time, remote or on-site, for all Minor Outages if both the call and determination that service is required has been made before 4:00 p.m. local time the prior day.
- Parts, labor, and material required to maintain Equipment in compliance with manufacturer's service specifications. Lumen will support all active software provided by the Equipment manufacturer.
- Installation and configuration of all mandatory manufacturer-supplied, manufacturer-supported maintenance releases associated with the Equipment.
- Equipment configuration and troubleshooting support by telephone, facsimile, or electronic mail.
- Software with updates and maintenance to include work-around solutions to reported Software problems.
- If, in responding to a Major or Minor Outage, Lumen identifies a malfunction in Vendor Serviced Equipment, Lumen will promptly pass the service issue to the Equipment manufacturer or other manufacturer-approved third party for resolution.

6. 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. This may include software or standalone components.

Maintenance is a requirement to operate a functional E911 system. The maintenance funding and contract is required in order to continue the warranty and maintain the system.

Continued maintenance and support for the existing backup equipment and the Intrado MapSAG software is needed to maintain an operable system allowing us to continually update our 911 call handling and mapping system.

7. Describe why your county will not be able to complete this project without this grant funding.

The County is requesting the Rural County Grant due to the small subscriber/population base of Gadsden County. The County's current funding is insufficient for the E911 system costs including maintenance. Gadsden County does not have the E911 fee revenue funding to maintain the system without grant funding. We are in need of financial assistance to fund the yearly maintenance agreement costs of the 911 system.

8. Describe the required steps with an anticipated time schedule with procurement and payment milestones and a total project completion date.

Existing maintenance contract will be extended, and total payment would be required.

9. Sole source justification (if applicable). Sole source justification must meet the state procurement guidelines and chapter 287.057 (3)(c), F.S.

Not Applicable



County Gadsden

10. 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.

The county certifies that all applicable county procurement rules/procedures has been met.

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

11. 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

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
DATE



## Appendix I

### **NO requests for funding will be acknowledged for any items not specified in subsection 365.172 (10), Florida Statutes (shown below).**

#### 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 and 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 telecommunicators 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 may not be used to pay for any item not listed in this subsection, including, but not limited to, any capital or operational costs for emergency responses 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.

## Addendum I

### Funding Priorities for the 911 Rural County Grant Program

The criteria for determining acceptability for disbursement of funds from the State of Florida 911 Rural County Grant Program will be made on a priority basis. There will be five priorities as identified below:

**PRIORITY 1:** Rural counties with Primary PSAP systems that require immediate system replacement to maintain enhanced 911 status or when the expected remaining life of the system is less than 1 year.

**PRIORITY 2:** Rural counties with systems that require maintenance or warranty agreements for maintaining enhanced 911 status. This may include the following, listed in order of funding priority a through c:

- a. System Maintenance (pertaining exclusively to items listed in Priorities 3 a-h only)
- b. Hosted System Service for subsequent years, after the first year.
- c. Mapping System Maintenance (pertaining exclusively to items listed in Priority 5a only)

**PRIORITY 3:** Rural counties with Primary PSAP systems that require new or replacement of critical or necessary hardware or software for maintaining status. This may include the following, listed in order of funding priority a through 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 Equipment and or Generator Equipment
- d. E911 Voice Recording Equipment
- e. County E911 Standalone ALI Database Equipment
- f. E911 Map Display Equipment
- g. Net clock
- h. New additional 911 Call Taker Position Equipment

**PRIORITY 4:** Rural counties with Systems requesting consolidation of PSAPs, which decreases the number of Primary or Secondary PSAPs in the county by a minimum of one.

**PRIORITY 5:** Rural counties with Systems that require mapping services necessary for maintaining Geographic Information Systems (GIS). This may include the following, listed in order of funding priority a through b:

- a. Mapping System Equipment - map generation hardware and software licensing is limited to components for two stations
- b. GIS Centerline, point generation and map accuracy services
- c. GIS Data support

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

Grants awards will be funded in order of priority assigned. Total funding for any priority may be adjusted based on the remaining funds available, the number of applications and the anticipated requests in the next funding cycle. The acceptability for disbursement of funds from the State of Florida 911 Rural County Grant Program for any 911 expense items not expressly provided for in Priorities above shall be determined at the discretion of the E911 Board pursuant to its authority under sections 365.172 and 365.173, Florida Statutes





CPE MAINTENANCE QUOTATION

CUSTOMER: 8911 FLORIDA GADSDEN COUNTY  
 BILL TO NAME: 8911 FLORIDA GADSDEN COUNTY  
 BILL TO ADDRESS: 339 E JEFFERSON STREET, QUINCY, FL, 32351  
 QUOTATION NUMBER: QIA209712-IN-LU\_7  
 CREATE DATE: 22-MAR-2024  
 QUOTATION VALID THROUGH: 11-SEP-2024  
 CONTRACT SERVICE START DATE: 21-JUN-2024  
 CONTRACT SERVICE END DATE: 20-DEC-2024  
 NET AMOUNT OF CONTRACT: \$30,287.87  
 CURRENCY VALUE EXPRESSED IN: USD

INSTALL SITE ADDRESS	PART NUMBER	PART DESCRIPTION	QUANTITY	SERIAL NUMBER	SUPPORT	SUPPORT DESCRIPTION	START DATE	END DATE	NET AMOUNT
8911 FLORIDA GADSDEN COUNTY, 339 E JEFFERSON STREET, QUINCY, FL, 32351	ECATS-MISU-A-13	ECATS MIS Tier 3 : 50K - <250K (5-9 Pos) per PSAP Annual	1		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$2,856.00
	P10350	Total Protection Service, Dark Back-up Position	2		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$356.67
	P10349	Total Protection Service, Primary Position	4		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$7,133.33
	MF-SRV-SUP	MapFlex Server Support and Maintenance	1		LUMEN	STD 8X5XNBD-MATONLY	21-JUN-2024	20-DEC-2024	\$1,712.67
	FOTS	LUMEN SUPPORT	1		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$5,297.26
GADSDEN BACKUP, 20 N STEWART ST, QUINCY, FL, 32351	ECATS-MISU-A-12	ECATS MIS Tier 2 : 25K - <50K (3-4 Pos) per PSAP Annual	1		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$2,467.20
	P10350	Total Protection Service, Dark Back-up Position	2		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$356.67
	P10349	Total Protection Service, Primary Position	2		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$3,586.67
	MF-SRV-SUP	MapFlex Server Support and Maintenance	1		LUMEN	STD 8X5XNBD-MATONLY	21-JUN-2024	20-DEC-2024	\$1,712.67
	FOTS	LUMEN SUPPORT	1		LUMEN	PRM 24X7X4 HR- MATONLY	21-JUN-2024	20-DEC-2024	\$4,828.73

TOTAL SUMMARY TOTAL NET PRICE: \$30,287.87

8911 FLORIDA GADSDEN COUNTY  
 Name: *Michelle Harn*  
*8911-Coordinator*  
 Title: *3/22/24*  
 Date: *3/22/24*

Terms and Conditions Governing This Order Form

1. This confidential Order may not be disclosed to third parties and is non-binding until accepted by Lumen, as set forth in section 2. "Lumen" is defined for purposes of this Order as CenturyLink Communications, LLC d/b/a Lumen Technologies Group and its affiliated entities providing Services under this Order. Customer places this Order by signing (including electronically or digitally) or otherwise acknowledging (in a manner acceptable to Lumen) this document and returning it to Lumen. Pricing is valid for 90 calendar days from the date indicated unless otherwise specified.

2. The Service identified in this Order is subject to the Lumen or CenturyLink Master Service Agreement(s) for Master Service Agreement(s), Public Safety Version, and applicable Service Schedule(s) between CenturyLink Communications, LLC d/b/a Lumen Technologies Group and Customer (or its affiliate if expressly provided for under such affiliate Master Service Agreement). Customer has not executed a Lumen or CenturyLink Master Service Agreement or Master Service Agreement, Public Safety Version, with CenturyLink Communications, LLC d/b/a Lumen Technologies Group but has executed a services agreement for applicable services with an affiliate of Lumen ("Affiliate Agreement"), then the terms of the most recent Affiliate Agreement will apply to the Service (to the extent not inconsistent with this Order); in such cases, the current standard Service Schedule applicable to the Service will apply. If Lumen and Customer have not executed a Lumen or CenturyLink Master Service Agreement or Master Service Agreement, Public Safety Version, and/or applicable Service Schedule(s) governing the Service and have not executed an Affiliate Agreement, Lumen's current standard Master Service Agreement (Service Schedule(s)) will govern, a copy of which are available upon request. The Lumen entity providing Service is identified on the invoice. Notwithstanding anything in any Affiliate Agreement to the contrary, Lumen will notify Customer of acceptance of requested Service in this Order by delivering (in writing or electronically) the date by which Lumen will install Service (the "Customer Commit Date"). By delivering the Service, or by the manner described in a Service Schedule, Lumen will deliver a written or electronic notice that the Service is installed (a "Connection Notice") at which time Billing will commence. At the expiration of the Service Term, Service will continue month-to-month, and rates are subject to change upon 30 days' notice from Lumen. If the Affiliate Agreement governs and does not include early termination charges and if Customer cancels or terminates service for any reason other than Lumen's incurable default or if Lumen terminates due to Customer's incurable default, then Customer will pay Lumen's standard early termination liability charges as identified in the Ancillary Fee Schedule at [www.lumen.com/ancillary-fees](http://www.lumen.com/ancillary-fees). "Affiliate Agreement" for CenturyLink Communications, LLC d/b/a Lumen Technologies Group or any company that were affiliates of CenturyLink Communications, LLC before the merger with Level 3 Communications ("The Merger") means only an applicable Invoicewatch Center (IXC) network agreement, a 8 CenturyLink Total Advantage Agreement, CenturyLink Wholesale Services Agreement (each, an "Affiliate Agreement"). Affiliate Agreement also includes an Agreement between Customer and any entity that was an affiliate of Level 3 Communications before the Merger.

3. Neither party will be liable for any damages for lost profits, lost revenues, loss of goodwill, loss of anticipated savings, loss of data or cost of purchasing replacement service, or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of the performance or failure to perform under this Order. Customer's sole remedies for any nonperformance, omissions, failures to deliver or defects in Service are contained in the service levels applicable to the affected Service.

4. All transport services ordered from Lumen will be treated as interstate for regulatory purposes. Customer may certify transport service as being interstate (for regulatory purposes only) in a format as required by Lumen, but only where the transport services are sold on a state-to-state basis, the end points for the service are located in the same state and neither end point is a Lumen provided IP port ("Intrastate Services"). Where Customer requests that services be designated as interstate Services, Customer certifies to Lumen that not more than 1% of Customer's traffic utilizing the intrastate Services will be originated or terminated outside of the state in which the intrastate Services are provided. Such election will apply prospectively only and will apply to all intrastate Services stated in this Order.

5. Charges for certain services are subject to (a) a monthly property tax surcharge and (b) a monthly cost recovery fee per month to reimburse Lumen for various government taxes and surcharges. Such charges are subject to change by Lumen and will be applied regardless of whether Customer has delivered a valid tax exemption certificate. For additional details on taxes and surcharges that are assessed, visit [www.lumen.com/taxes](http://www.lumen.com/taxes).

6. Customer will pay Lumen's standard (a) expedite charges (added to the NRC) if Customer requests a delivery date inside Lumen's standard interval duration (available upon request or in Central Center at <https://www.centurylink.com/business/login/>) and (b) ancillary charges for additional activities, features or options as set forth in the Ancillary Fee Schedule, available at [www.lumen.com/ancillary-fees](http://www.lumen.com/ancillary-fees). If Lumen cannot complete installation due to Customer delay or inaction, Lumen may begin charging Customer and Customer will pay such charges.

7. Change/Orders: Items described in the Catalog Number and Description columns above reflect the Lumen Services ordered and identified above the table. Despite anything to the contrary, NRCs are NOT waived unless this Order or an Order Addendum expressly states NRCs are waived or the NRCs appear in the waived column in the above table(s). If a cancellation charge requires Customer to pay the amount of any waived or discounted NRC, the NRC will be the amount stated in this Order or Order Addendum or shown in the "Waived NRC" column in the above table(s) (except anything to the contrary). If this Order Customer is upgrading, moving, discontinuing or otherwise changing an existing Service, cancellation charges may apply as set forth in the Agreement.

8. NITS Equipment, BY SIGNING THIS ORDER FOR NITS EQUIPMENT, AS APPLICABLE, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE "ACCESS TO EMERGENCY SERVICES" CONTAINED IN THE APPLICABLE SERVICE SCHEDULE ATTACHED TO THE LUMEN OR CENTURYLINK MASTER SERVICE AGREEMENT OR MASTER SERVICE AGREEMENT, PUBLIC SAFETY VERSION, OR IN THE "ACCESS TO EMERGENCY SERVICES" SECTION OF THE TERMS AND CONDITIONS IN THE APPLICABLE STANDARD SERVICE SCHEDULE. I HAVE NOT EXECUTED A LUMEN OR CENTURYLINK MASTER SERVICE AGREEMENT OR MASTER SERVICE AGREEMENT, PUBLIC SAFETY VERSION, OR AN AFFILIATE AGREEMENT WITH AN APPLICABLE SERVICE SCHEDULE. I FURTHER ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE DISCLOSURE OR LIMITATIONS SET FORTH IN THE EMERGENCY SERVICES ADVISORY AVAILABLE AT <http://www.centurylink.com/gsm/vicisp/911advisory.pdf>.

## Budget 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). If there is insufficient space, please include details in an attachment. Budget costs should match requested vendor quote

County: Gadsden

Project Name: E911 System Maintenance & Support

### Budget Categories

#### Deliverables

A. System (Hardware, Software, Equipment, & Labor)

Deliverables	Unit Price (\$)	Quantity	Total Amount (\$)
B. Services (Training, Maintenance, and Warranty Items)			
Mapflex Server Support & Maintenance	\$3,425.34	1	\$3,425.34
Primary Viper Support & Maintenance	\$12,787.26	1	\$12,787.26
Backup and Portable Support & Maintenance	\$8,752.07	1	\$8,752.07
ECATS Support & Maintenance	\$5,323.20	1	\$5,323.20

Overall Project Total			\$30,287.87
Carry Forward Funds Applied			\$0.00
Grant Request Total Less Carry Forward Applied			\$30,287.87

Notes:

  
 Signature, 911 County Coordinator



**County E911 Fiscal Information**

Item No.	<b>E911 Fee Revenue</b>			
1	County	GADSDEN	Fiscal Year	2023
2	Wireless Fee Revenue	\$116,855.37		
3	Non-Wireless Fee Revenue	\$45,483.86	(LEC, Wireline, & VoIP)	
4	Pre-Paid Fee Revenue	\$42,494.80		
5	Total Fee Revenue	\$204,834.03	Carry Forward Fee Revenue Calculation (Item #2 + Item #3 + Item #4)	

Item No.	<b>E911 Allowable Expenditures</b>		
6	Fee Revenue Expenditures	277,608.15	

Item No.	<b>E911 Carry Forward &amp; Excess Carry Forward</b>			
9	Allowable Carry Forward	\$61,450.21	Maximum Allowable (30% of Item #5)	
10	Actual Carry Forward	\$27,498.35	Limited by Para 365.173(2)(d). Florida Statutes. Assure amount is equal (=) to or less than (<) Item #9	
11	Excess Carry Forward Recovery	\$0.00		

Item No.	<b>Contact Information</b>		
12	Preparer's Name	Trudei Porter	
13	Preparer's Title / Position	Finance Director	
14	Telephone Number	850-875-7079	
15	Preparer's Email	trudeip@gadsdenclerk.com	
16	Date	12-14-2023	

**In accordance with Paragraph 365.173(2)(d) and 365.172(6)(a)3., Florida Statutes**

**County E911 Fiscal Information**

Incorporated by reference in Fla Admin. Code Rule 60FF1-5.006  
Requirements for County Carry Forward Funds & Excess Funding  
04/2020