Nassau County Sheriff's Office

Sheriff Bill Leeper

November 23, 2022

Chairman Jeff Gray
Nassau County Board of County Commissioners
96135 Nassau Place
Yulee, FL 32097

Nassau County has the opportunity to receive a five-year grant from the Department of Management Services (DMS) for a regional GIS project with DATAMARK. This project will provide professional services to perform location data validation, editing, and quality control in alignment with Next Generation 9-1-1.

The project will have a total cost of $560,384 and is spread out over the five-year period. The cost will be funded with 9-1-1 carry forward money with the contingency it is reinstated when the grant is awarded.

This project is covered under the Florida 9-1-1 Region 3 Next Generation 9-1-1 Routing Project Memorandum of Understanding (MOU). This MOU is between the 15 counties in Region 3 as designated by DMS. The MOU will allow for improved 9-1-1 services across jurisdictional boundaries.

Sincerely,

Kathy Baum
9-1-1 Coordinator
Nassau County Sheriff's Office
77100 Citizens Circle
Yulee, FL 32097

Cc Denise May, County Attorney

Enclosures/

- Proposed region III MOU
- Grant application and budget reports
- Contract with DATAMARK

MEMORANDUM OF UNDERSTANDING (MOU) REGARDING A JOINT REGIONAL NEXT-GENERATION 9-1-1 ROUTING PROJECT BETWEEN ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS, BAKER COUNTY BOARD OF COUNTY COMMISSIONERS, BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS, CLAY COUNTY BOARD OF COUNTY COMMISSIONERS, COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS, DIXIE COUNTY BOARD OF COUNTY COMMISSIONERS, DUVAL CITY COUNCIL, FLAGLER BOARD OF COUNTY COMMISSIONERS, GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS, LEVY COUNTY BOARD OF COUNTY COMMISSIONERS, MARION COUNTY BOARD OF COUNTY COMMISSIONERS, NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS, PUTNAM COUNTY BOARD OF COUNTY COMMISSIONERS, ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS, AND UNION COUNTY BOARD OF COUNTY COMMISSIONERS

WHEREAS, this memorandum of understanding ("MOU") is made and entered into by and between Alachua County Board of County Commissioners (hereinafter, Alachua BOCC), Baker County Board of County Commissioners (hereinafter, Baker BOCC), Bradford County Board of County Commissioners (hereinafter, Bradford BOCC), Clay County Board of County Commissioners (hereinafter, Clay BOCC), Columbia County Board of County Commissioners (hereinafter, Columbia BOCC), Dixie County Board of County Commissioners (hereinafter, Dixie BOCC), Duval City Council (hereinafter, Duval City Council), Flagler Board of County Commissioners (hereinafter, Flagler BOCC), Gilchrist County Board of County Commissioners (hereinafter, Gilchrist BOCC), Levy County Board of County Commissioners (hereinafter, Levy BOCC), Marion County Board of County Commissioners (hereinafter, Marion BOCC), Nassau County Board of County Commissioners (hereinafter, Nassau BOCC), Putnam County Board of County Commissioners (hereinafter, Putnam BOCC), St. Johns County Board of County Commissioners (hereinafter, St. Johns BOCC), and Union County Board of County Commissioners (hereinafter, Union BOCC), who desire to enter a Memorandum of Understanding regarding the parties' Joint Regional Next Generation 9-1-1 (NG9-1-1) Systems and Services Project ("Project").

WHEREAS, the Boards of County Commissioners listed in this agreement will be referred to collectively as the "Parties" and individually referred to as a "Party"; and

WHEREAS, the Parties are authorized by 163.01, Florida Statutes, to enter into interlocal agreements to cooperatively and efficiently use their powers to provide public services that will advance the general health, safety, and welfare of their respective citizens; and

WHEREAS, an MOU is a requirement of the State E9-1-1 Board to receive multiple-year grant funding to support NG9-1-1 Systems and Services.

Now therefore the Parties enter into this MOU and agree as follows:

I. PURPOSE

The Alachua County Board of County Commissioners (hereinafter, Alachua BOCC), Baker County Board of County Commissioners (hereinafter, Baker BOCC), Bradford County Board of County Commissioners (hereinafter, Bradford BOCC), Clay County Board of County Commissioners (hereinafter, Clay BOCC), Columbia County Board of County Commissioners (hereinafter, Columbia BOCC), Dixie County Board of County Commissioners (hereinafter, Dixie BOCC), Duval City Council (hereinafter, Duval City Council), Flagler Board of County Commissioners (hereinafter, Flagler BOCC), Gilchrist County Board of County Commissioners (hereinafter, Gilchrist BOCC), Levy County Board of County Commissioners (hereinafter, Levy BOCC), Marion County Board of County Commissioners (hereinafter, Marion BOCC), Nassau County Board of County Commissioners (hereinafter, Nassau BOCC), Putnam County Board of County Commissioners (hereinafter, Putnam BOCC), St. Johns County Board of County Commissioners (hereinafter, St. Johns BOCC), and Union County Board of County Commissioners (hereinafter, Union BOCC), encompass a portion of the 9-1-1 Region 3 as designated by the Florida Department of Management Services (DMS) for the purposes of establishing regional 9-1-1 initiatives. Emergency incidents and disasters do not recognize county boundaries. Additionally, the legacy routing of 9-1-1 calls, built around landline telephone technology does not route cellular callers to the authorities based on their physical location. A large majority of calls for assistance now come from cellular callers. This MOU serves to further the 2019 legislative initiative of HB 441 that subsequently created FS 365.177. "Transfer of [emergency] calls between systems". Each BOCC and City Council outlined in this MOU recognizes the need to move toward NG9-1-1and allow for improved 9-1-1 services across jurisdictional boundaries. Each BOCC and City Council agrees to participate. This MOU will establish the framework through which each individual county will collaborate to implement the Project. Specifically, the counties desire to plan, operate and maintain a shared NG9-1-1 Network and critical components and services necessary to ensure the most accurate and efficient routing of 9-1-1 calls. This may include but is not limited to an Emergency Services IP Network (ESInet), Next Generation (NG) Core Services, Geographic Information System (GIS) data accuracy, GIS data aggregation and Cybersecurity.

II. GRANT AWARD

The Florida 9-1-1 State Grant Program allows for a five-year award for regional projects with the provision of an MOU between the participating counties of that region. These state grants are awarded to assist Public Safety Answering Points (PSAPs) in upgrading to NG9-1-1 capabilities. The Florida E9-1-1 Board, as Grantor, will be distributing funds to qualifying local governments in accordance with grant guidelines. Each party understands that it will be responsible for submitting a grant application and subsequent documentation for grant reimbursement. All the parties agree to abide by the grant conditions.

III. REGIONAL COORDINATION

The parties agree to:

A. Collaborate on NG9-1-1 requirements that ensure maximum levels of interoperability through the involvement of the appropriate local, state, and tribal authorities within the counties and other entities.

B. Collaborate on NG9-1-1-related matters and encourage collaboration between PSAPs and GIS authorities in the development, maintenance, and sharing of the critical GIS data needed to support NG9-1-1 services across the region and the State of Florida.

IV. INFORMATION AND OWNERSHIP

Each party shall retain ownership, control of, and remain the public record custodian of all information it contributes to the shared NG-9-1-1 system. Counties may access shared data in the secure network or through shared data repositories as necessary for the effective operation of the system.

As it relates to the NG9-1-1 ESInet and Core Services, each party agrees to select NG9-1-1 providers that meet the latest NENA i3 Standard, NENA GIS Data Model, and NENA Next Generation Security standards.

V. TERMINATION

Each party's obligation to perform in accordance with this MOU is contingent upon the availability and appropriation of grant funds that are appropriated or allocated for the purpose of carrying out this MOU. Any party may terminate their participation in this MOU if it does not receive funds to allow it to participate in the Project. Any party wishing to terminate its participation pursuant to this provision shall notify the other parties in writing at least thirty (30) days before withdrawing from the Project.

A. All parties agree that they will not terminate their participation in this MOU prior to the end of the grant project period without the E9-1-1 Board and DMS (the grantor) written approval. After the grant project period has ended, any party may terminate their participation in this agreement upon thirty (30) days of written notice to all other parties.

B. Any party who terminates its participation in the Project shall bear the cost of any local modifications necessary to exit participation in the shared 9-1-1 system necessitated by the termination. No terminating party shall be entitled to a refund of any payments made to the shared system.

VII. LIABILITY

No participating party shall be liable to any other party for any third-party claim, which may arise out of the shared 9-1-1 system itself, its operation or use, or its failure to operate as anticipated, upon whatever cause of action any claim is based. The shared 9-1-1 system is designed to enhance regional 9-1-1 functions and assist emergency services agencies to provide backup to one another in disasters. It is not intended to be a substitute for the exercise of judgment or supervision of individual county professionals or employees. All participating parties acknowledge that the responsibility for providing 9-1-1 and public safety services or other government-related services rests with the respective county which is providing such service and not with any other party to this MOU.

IX. NOTICE

All notices required to be given under this MOU shall be deemed sufficient to each party when delivered by email or registered or certified mail to:

Alachua County Board of County Commissioners

Baker County Board of County Commissioners

Bradford County Board of County Commissioners

Clay County Board of County Commissioners

Columbia County Board of County Commissioners

Dixie County Board of County Commissioners

Duval City Council

Flagler Board of County Commissioners

Gilchrist County Board of County Commissioners

Levy County Board of County Commissioners

Marion County Board of County Commissioners

Nassau County Board of County Commissioners

Putnam County Board of County Commissioners

St. Johns County Board of County Commissioners

Union County Board of County Commissioners

X. MODIFICATIONS

This MOU may be amended by a written agreement signed by each of the Board of County Commissioners. Modifications of this MOU do not relieve counties from implementing the content of the approved grant awards. Modifications to this MOU may require approval by the E9-1-1 Board and DMS.

XI. EFFECTIVE/DURATION

This MOU shall be effective on the date of the signature hereon. The term of this MOU shall be perpetual unless earlier terminated by any party as provided herein.

Signatures continue on the next pages

1) *Alachua County Board of County Commissioners (or designee) -- required*

_____
Signature/Date

_____
Print Name/Title

2) Baker County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

3) Bradford County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

4) Clay County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

5) Columbia County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

6) Dixie County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

7) Duval City Council (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

8) Flagler County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

9) Gilchrist County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

10) Levy County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

11) Marion County Board of County Commissioners (or designee) -- required

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Signature/Date

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Print Name/Title

12) Nassau County Board of County Commissioners (or designee) -- required

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Signature/Date

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Print Name/Title

13) Putnam County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

14) St. Johns County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

15) Union County Board of County Commissioners (or designee) -- required

_____
Signature/Date

_____
Print Name/Title

911 Grant Programs

1. Purpose

Each county, group of counties or region applying for E911State Grant, to be further known as 911 State Grant, to assist counties with the replacement or upgrade of 911 Systems; for counties to develop and maintain statewide 911 routing using Emergency Services Internet Protocol (IP) networks (ESInet), Geographic Information Systems (GIS) and services, and Management Information Systems (MIS); and develop and maintain Next Generation 911 (NG-911) systems and services.

The State 911 Grant Programs distributes funds collected pursuant to section 365.172-173, Florida Statutes. Federal Grant funding uses the 911 Grant Programs for approval and disbursement of federal funds to assist counties in implementing and improving NG-911 system and services.

2. Eligibility

Any county, group of counties, or region in the State of Florida is eligible to apply for these grant programs. Only a region, as defined below, may qualify for a grant award for a 5-year Regional Next Generation 911 Routing Project.

3. 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 also 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, Florida Statutes, and that provides for automatic number identification and automatic location-identification features.

3.2. **NG-911 Equipment:** Hardware equipment and peripherals needed to implement and maintain NG-911 services.

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. **Grantee/Subrecipient:** The county, group of counties, or region awarded a grant.

3.6. **Grantor:** The Florida E911 Board.

3.7. Government Accounting Standards Board (GASB): The independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

3.8. Hosted Services: Hosted Services are technology services using the vendor's servers for a fee.

3.9. Maintenance Contract: A business agreement between a contractor and customer covering the maintenance of equipment over a specified period.

3.10. 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. NG-911 also directs 911 emergency requests for assistance to appropriate public safety answering points based on the geographical location from which the call/signal originated, or as otherwise provided in the State E911 Plan and that provides for automatic number identification and automatic location identification features and emergency data information through managed IP-based networks.

3.11. 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 Doman 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.

3.12. Next Generation 911 Routing Project: A Next Generation service that incorporates multiple counties.

3.13. Public Safety Answering Point (PSAP): The 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.

3.14. Region: Refers to the counties grouped by the Florida 911 Regional Map. All systems within a region must be interoperable.

3.15. Service Contract: A written contract to perform, over a fixed period or for a specified duration, duties relating to informational and technical services.

3.16. 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. 911 Grant Programs Calendar

The E911 Board will accept applications as noticed in the Florida Administrative Register.

Action	
Eligible entity submits application	Submission date(s) as published in the Florida Administrative Register
E911 Board Members evaluate applications	Within two months of the submission date
E911 Board votes on applications to fund at regularly scheduled meeting	Within three months of the submission date
E911 Board sends notification letter of awards approved for funding to the counties.	Within four months of the submission date

Performance Period	
County, group of counties or regional implementation/ installation period	Two years from receipt of award notification
Next Generation 911 Regional Routing Project	Maximum of five years
Next Generation Projects	Maximum implementation Period of five years however may be shorter time dependent upon board approval.
Service and Data Maintenance Projects outside of a NG-911 Regional Routing Project	An annual grant may be funded.
Initial Database synchronization (such as ALI, MSAG, and Centerline)	Two years from receipt of award notification
Database maintenance (such as ALI, MSAG, Centerline….)	Approved only with Regional Routing Project

5. General Conditions

Applications 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 electronically to E911BoardElectronicGrantReports@dms.fl.gov
Electronic receipt of the grant application and all attachments is preferred.

5.1. The applicant shall provide Application Form items 1 through 14 and the applicable procurement documents. The grant application package must be postmarked or delivered on or before the submission date specified in the E911 Board notification of an E911 Grant Programs published in the Florida Administrative Register. Failure to timely provide these documents will result in a rejection of the grant application.

5.2. Pursuant to sections 365.172(6), 365.172(10), 365.173(2) Florida Statutes, grant funds must only be used for the following items/services: to upgrade or replace 911 systems; to develop and maintain statewide or regional 911 routing; geographic information and management information systems (GIS and MIS); to develop and maintain Next-Generation 911 (NG-911) services and equipment; and remotely provided hosted 911 answering point call-taking equipment and network services directly attributable to establishing and provisioning E911 or NG-911 services. Warranty costs shall be calculated to account for only the first-year warranty.

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. Although a Next Generation 911 Regional Routing Project may be awarded for up to five years, the cost shall be accounted for on a yearly basis. The application must also include a detailed breakdown of costs by year one through year five and if applicable a monthly breakdown. This would include an expected reimbursement schedule.

5.6. All Next Generation 911 project vendors must certify in writing that their systems will be interoperable with bordering counties, regions, and adjacent state lines.

5.7. Only the percentage of service and equipment directly attributable to provisioning of 911 services is eligible.

5.8. All maintenance requests, within a single priority, for eligible services and equipment shall be combined into a single application, including the breakdown of line-item costs.

5.9. All grant applications shall be accompanied by at least one complete quote for equipment or services.

5.9.1. 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. Any county, group of counties, or region 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 Alternate 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, group of counties, or region 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 applicable county's purchasing department(s) that the project is a single source procurement based on Section 287.057(3)(c), Florida Statutes, shall be provided with this grant application.

5.10. Applicants requesting items from different funding priorities should complete a separate Budget Report (Rule 60FF1-5.0035(1), F.A.C) for each priority. See Addendum I -Funding Priorities for the 911 Grant Programs for a listing of funding priorities. Items from the same funding priorities should be combined in the same Budget Report and shall comply with General Conditions items 5.9 and 5.10.

5.11. An individual county application must include:

5.11.1. A detailed description of line item and cost. This would include the item, model, or version. Additional requests may be made for more clarification as needed.
5.11.2. If possible, software service/maintenance dates.
5.11.3. Budget Report
5.11.4. Most current 6A. (Rule 60FF1-5.006(2), F.A.C)
5.11.5. If applicable, detailed legacy 911 service information.

5.12. Should a region or two or more counties apply for a grant, the following additional information needs to be provided:

5.12.1. A summary of the costs for entire region or two or more counties detailing the following:

a) Total amount of funds being requested.
b) The scope of work (SOW) that clearly establishes the tasks and deliverables being performed for successful completion of the project. All deliverables must be directly related to the SOW.
c) Quote(s) must include quantifiable and measurable deliverables with detailed descriptions of each line item. Services dates must be included as well, if applicable.
d) Single source documentation if applicable.
e) Any letters required from the county purchasing department.
f) All individual county application(s).

5.13. A memorandum of understanding (MOU) or an inter-local agreement from all counties involved must be completed within 3 months of E911 Board award. The MOU shall contain the financial procurement processes, the disbursement process, and all termination language.

5.14. 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.

5.15. Funding application requests must include a scope of work that establishes the tasks and deliverables to be performed. The applications shall include all tasks that are required for the successful completion of the project. The project shall be divided into quantifiable units of deliverables that shall be received and accepted

in writing by the county, group of counties, or region 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.

5.16. Funding requests must include all necessary costs required for full implementation of the proposed solution including that of any third party. Should the county, group of counties or region grant application request or grant award be less than the projected cost of the equipment or service, the county, group of counties or region 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.

5.17. The county shall provide information on the county’s preceding year E911 fee revenue amount and the preceding year’s carryforward amount.

5.18. A State grant award may be limited by the carry forward balance in compliance with sub-paragraph 365.172(6)(a) 3.c., Florida Statutes.

5.19. 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, group of counties, or region. Include detailed justification and explanation for any 911 system with an expected remaining life of less than one year.

5.20. Funding requests contingent upon "beta testing" or products and services not in general production and installation will not be funded.

6. Guidelines for 911 Grant Expenses

6.1. The following expenses will not be funded through grant award:

6.1.1. Salaries and associated expenses for 911 coordinators, call takers, or other 911 personnel.
6.1.2. Wireline database costs
6.1.3. Vehicle expenses

6.2. Funding limitations are specified on the following items:

6.2.1. Hosted 911 answering point call-taking equipment and network services, recurring network and circuit costs, equipment maintenance and warranty costs will not be funded for more than the first-year implementation period.
6.2.2. Service contracts for Next Generation 911 Regional Routing Projects may be approved for up to 5 years on a case by case basis.

6.2.3. GIS data support services to maintain NENA's 98% synchronization standard will be limited to one year of service unless combined with a Next Generation 911 Regional Routing Project.

6.2.4. Grant funding shall be limited (per grant cycle) to eligible expenditures for one PSAP per county, either one primary or one secondary PSAP. Counties with only one PSAP with no other primary or secondary PSAPs, may be eligible for grant funding for one backup PSAP. Geo-diverse systems may be considered one PSAP for the purpose of grant funding.

6.2.5. Except for NGCS, selective router equipment costs are limited to the primary PSAP system and are limited to one per county.

6.2.6. Training cost funding is limited to new system & equipment training.

6.2.7. 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.

6.2.8. Reimbursement requests for services that extend beyond a year will be reimbursed on an annual basis. Reimbursement will not be provided prior to services being rendered.

6.2.9. A federally funded project must comply with reimbursement in accordance with the federal project timetable.

7. Approval and Award

7.1. The E911 Board will review each application for compliance with the requirements of terms and conditions.

7.2. Award agreements shall be signed by the Board of County Commissioner Chair or the County Manager.

7.3. Grant awards will be withheld for any county, group of counties, or region that has a grant with a past-due quarterly report or past-due final documentation and closeout of previous E911 Board grant awards. Grant awards may also be withheld if the county, group of counties, or region is not in compliance with Board reporting requirements.

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 Grant Programs.

7.5. The E911 Board will adjust the amount awarded to a county, group of counties, or region based upon the availability of funds, the reasonableness of the cost of requested items, published quotes, increased effectiveness of grant funds, minimum system requirements for performing the needed E911 function as specified in section 365.173(2)(h)1.,2., and 3., Florida Statutes, E911 State Plan, or documented factors provided in the grant application submission. NG-911 network systems should include a comparative presentation of network alternatives, including applicable LEC, CLEC, County, group of counties or region,

and State alternatives. All stepped pricing should be thoroughly explained, including the corresponding benefits for the county, group of counties or region, and the E911 Board.

7.6. Additional documentation must be signed by the local Board of County Commissioner Chair or County Manager. Resulting in third party contracts and sub-contracts, please see DMS agreement.

7.7. A signed vendor contract with the county, group of counties, or region contract must be provided.

8. Financial and Administrative Requirements

8.1. Grant funds are provided on a cost-reimbursement basis.

8.2. Each grantee may submit reimbursement claims to the E911 Board as needed; however, each county is limited to only a single claim request per grant, 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 Form (Rule 60FF1-5.0035(4), F.A.C). Incomplete claim 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 with documentation justifying the need, a progress disbursement may be considered with a completed Financial Reimbursement of Expenditures Form, signed vendor contract, itemized purchase order and vendor itemized invoice. All items must comply with the Florida Department of Financial Services (DFS) Reference Guide for State Expenditures. Within 45 days of receipt of funding, the grantee shall submit verification of vendor payment.

8.4. Reimbursement claims shall include only expenditures related to the specific grant and include copies of signed contracts, purchase orders, itemized invoices, and proof of successful payment to the vendor. The reimbursement request must match the scope of work and budget proposed in the grant applications to include the quote provided with the application. 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

8.6. Grant funds can only be used between the beginning and end dates of the grant term unless the E911 Board authorizes an extension.

8.7. It is the county, group of counties, or region'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 over $5,000 and the grant is federal, funded a county, group of counties, or region must maintain an inventory of 5 years. This applies to state grants unless the item becomes obsolete.

8.8. If a grantee terminates a contract for prepaid services, the unused portion must be returned to the E911 Board on a pro-rata basis.

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 (On average five years).

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:

- 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.

8.11. The Board will provide the grantee an opportunity for a hearing, appeal, or other administrative proceeding to which the grantee is entitled under Florida Statutes.

8.12. 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.

8.13. 911 Staff may require additional documentation to confirm proof of payment and deliverables met in accordance with DFS Reference Guide for State Expenditures.

9. Grant Reporting Procedures

9.1. Grantees will be required to submit:

9.1.1. Quarterly Status Report. (Rule 60FF1-5.0035(2), F.A.C)

9.1.2. 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.

9.1.3. The Quarterly Status Report shall inform the E911 Board of significant impacts on 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 that 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.

9.1.4. Federal documentation as requested.

9.2. Final Reporting Documentation includes:

9.2.1. Upon receipt of final reimbursement from DFS, a final Quarterly Status Report, shall be submitted based on the same reporting requirements described in grant reporting item 9.1.

9.2.2. Final documentation, including copies of all expenditures and corresponding invoices, shall be submitted within 90 days of the final report. The "Final Report" box on the Quarterly Status Report, shall be marked and include your project completion date.

9.2.3. Final document submission and closeout of a grant does not affect the E911 Board's right to disallow costs and recover funds based on an audit or financial review. The county, group of counties, or region shall remain obligated to return any funds expended that do not comply with the terms and conditions of the grant award.

9.2.4. The counties must provide DMS a copy of the Comprehensive Annual Financial Report (CAFR)**,** consistent with section 218.32 Florida Statutes, no later than August 1 following the completion of the county.

9.3. All reports and associated information, federally required documentation, and final reporting documents should be e-mailed to:

E911BoardElectronicGrantReports@dms.fl.gov

10. Change Requests

10.1. Change requests shall be submitted prior to deviation from any awarded grant application. 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 Change Request form.

10.2. Prior to a county, group of counties, or region signing a contract with a different vendor from the original vendor stated in the grant application, the county, group of counties, or region must request a grant change on Change Request (Rule 60FF1-5.0035(3), F.A.C) and include an itemized quote and a copy of the new contract to be approved by the E911 Board.

10.3. Time extension requests will not be granted unless the county, group of counties or region has executed a contract for the grant equipment and services or demonstrates good cause for failure to execute a contract within one year of the award. Good cause documentation shall include a new project timeline schedule.

10.4. Time extensions shall be limited to a maximum of one additional year when approved by the E911 Board for a total of three years.

10.5. 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.

10.6. The Change Request form and associated information should be e-mailed to **E911BoardElectronicGrantReports@dms.fl.gov**.

Application

County, group of counties or region: Region 3

Total Amount Requested: $560,384

Project Title: Region 3- Regional Project- *Nassau County*

1. **Board of County, group of counties or region Commissioners Chair:** Jeff Gray, Chairman

   Mailing Address: 96135 Nassau Place

   City: Yulee

   State: FL Zip: 32097 -

   Phone: (904) 571-1946 cell Fax: 904-321-5784

   Email Address: jgray@nassaucountyfl.com

2. **County, group of counties or region 911 Coordinator:** Nassau County 911 Coordinator
   Kathleen Baum

   Mailing Address: 77100 Citizens Circle

   City: Yulee

   State: FL Zip: 32097 -

   Phone: (904) 583-9111 Fax: 904-225-5737

   Email Address: Ka1473@nassauso.com

3. **Federal Tax ID Number:** **59-1863042**

4. County, group of counties or region fact information

Number of PSAP's	*1*
Number of Call-taking Positions per PSAP	*13*
PSAP(s) in which grant funding will apply.	*1 Nassau County Sheriff's Office*

a. Financial Information

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

$73,676.00

ii. What are the current annual costs for maintenance of items included in 1?

$86,676.00

iii. Total amount of E911 fee revenue received in the preceding year.

$438,530.75

iv. Total amount of county, group of counties or region carry-forward funding retained in the preceding year.

$62,530

v. Current total amount of county, group of counties or region carry forward funding?

$698,916.06

vi. Two-year maximum calculated amount for applied carry forward funding.

$263,118.46

vii. Minimum calculated amount for applied carry forward funding (Calculation (Subtract the amount in 5 from the amount in 6).

$435,797.60

viii. Insert in Budget Report as "carry forward funds applied'.

5. **Describe your county, group of counties or region's existing 911 system. Include specific information on existing system equipment upgrades and when the installation of this equipment was completed. Please include the PSAP(s) that the grant will be implemented at to include the type of PSAP(s), primary system, and number of position seats.**

Florida is split into seven 9-1-1 regions; Region 3 is pursuing grant funding for two projects: 1) Regional GIS Data Merging and 2) Data Sharing and NG911 Data Development. The region consists of the following 15 counties:

Alachua County	Columbia County	Gilchrist County	Putnam County
Baker County	Dixie County	Levy County	St Johns County
Bradford County	Duval County	Marion County	Union County
Clay County	Flagler County	Nassau County	

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

One of the focal points of this regional project is to have a vendor provide a regional GIS repository to assist the counties and the region with the ability to share both individual county and regional data.

The vendor will provide tools, processes, and associated professional services to the region and county. The proposed solution will aggregate, validate, and provision GIS data to accomplish ongoing geographic information system (GIS) data validation, data

remediation, quality control (QC), reporting, and data merging, resulting in the progressive improvement of a regional Next Generation 9-1-1 (NG9-1-1) dataset. The following phases/milestones/deliverables will be used to provide updates on project completion and reimbursement needs.

Days	County will	DATAMARK will
0-45	Execute agreement with State/DMS	
45-90	Execute agreement with DATAMARK	• Schedule a kick-off meeting with County stakeholders • Collect data to configure VEP and Address Comparison and Evaluation (ACE) • Perform the ACE process and deliver results within 120-days of data collection from County • Invoice County for VEP and Managed Services
91-180	• Accept ACE results • Participate in Boundary Facilitation Meetings • Participate in Strategic Planning Meetings. • Provide GIS data for Data Remediation	• Onboard data into VEP • Provide VEP training • Provide Managed Services • Invoice County for ACE, quarterly based on percent to completion • Collect data for Boundary Facilitation and Schedule meetings • Invoice for Boundary Facilitation • Provide GIS data support service • Invoice for GIS data support services quarterly based on percent to completion • Provide Strategic Planning Services • Invoice for Strategic Planning services quarterly based on percent to completion

		• Begin GIS data remediation services • Invoice for GIS data remediation services quarterly, based on percent to completion
181-365	• Perform ongoing data uploads to VEP, at least monthly • Mark data ready for Aggregation, at least monthly	• Complete GIS data remediation services • Invoice for GIS data remediation services quarterly based on percent to completion • Provide ongoing Managed Services support • Provide ongoing VEP Support
365-ongoing	• Perform ongoing data uploads to VEP, at least monthly • Mark data ready for Aggregation, at least monthly	• Invoice County for VEP and Managed Services on renewal • Provide ongoing Managed Services support • Provide ongoing VEP Support
		•

Billable Services are as follows:

Annual VEP Service Fees: Annual VEP Service Fees include GIS data validation, editing and provisioning of data to support NG9-1-1 geospatial call routing within the next generation core services.

Managed Services: Project management and integration fees associated with managing the aggregated dataset.

ACE: Address Comparison and Evaluation is a process which compares the clients address point data with additional address lists to help ensure the AP layer
includes additional potential missing and sub-address information

Boundary Facilitation: Best-practice consulting services with adjacent and bordering counties to ensure there are agreed upon boundaries to resolve and gaps, overlaps and topology deficiencies.

GIS Data Support Services: Ongoing GIS data maintenance services to support individual counties. Services to include but not limited to maintenance, creation, or remediation of GIS data.

MSAG Generator: Generates MSAG from GIS data and compares to carrier provided MSAG.

GIS Data Remediation: GIS data updates and edits based will be performed based on the results of initial and ongoing GIS validations produced by VEP services.

Strategic Planning: Strategic planning includes current state assessment, future state recommendation and an implementation/sustainability plan of the clients GIS and public safety workflows, technology, addressing and policies to support NG9-1-1 GIS.

.

7. **Justification of the need for the proposed project. Provide detailed information on the existing system's/component's which needs replacement. Document the condition with details to justify any system with an expected lifespan of less than 1 year. Each component on the system, (memory, hardware (size of drives) updates of software and/or replacement versions needed, standalone equipment and additional upgrades include UPS in the requests.**

   In preparation for implementing Next Generation Core Services, there is a need to ensure that a county's GIS data is in compliance with the NENA GIS Data Model. GIS information is a foundational element of Next Generation 9-1-1, currently, counties share GIS data minimally region wide. Through this project, the solution will provide data insights that will allow data authorities to make decisions about their own GIS data.

   Nassau County's GIS data is currently being used for enhanced 911 and CAD purposes only. The county has not completed any transitional steps towards NG9-1-1 full transition to the NENA GIS data model poses many challenges with internal systems both at the county GIS department and within the PSAP. Multiple systems rely on the current GIS schema and a complete transformation to the NENA data model will require substantial reconfiguration, retooling and could cause mission critical systems to fail. The county needs a vendor solution that will Extract, Transform and Load (ETL) GIS data into a NENA compliant schema for provisioning into the regional repository and for consumption into Next Generation Core Services (NGCS).

   The county's GIS data has also not been validated or remediated against NENA standards for synchronization and accuracy. The county is seeking additional services to ensure its GIS data is ready for data provisioning and for use in NGCS.

8. **Describe why your county, group of counties or region will not be able to complete this project without this grant funding.**

Due to limited funding in the counties, not all have the ability to have GIS support for 911. As a region, the counties have been working as silos and do not share data at this time. Additional funds are needed to ensure that boundaries are established, counties work together, and the region works as one.

9. 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…

Milestones and Deliverables

0-45 Days

County will:

Execute an agreement with State/DMS

45-90 Days

County will:

execute a contract with DATAMARK

DATAMARK will:

Invoice for VEP subscription, MSAG Generator subscription and Managed Services (aggregator) subscription

DATAMARK will:

Collect data required for ACE and begin the ACE process (ACE completion within 120 days after data collection)

91-180 Days

County will:

Accept ACE results

Participate in Boundary Facilitation Meetings

Participate in Strategic Planning sessions

Provide data for GIS data remediation services

DATAMARK will:

Deliver ACE Results

Invoice for ACE quarterly based on percent to completion

Schedule and Facilitate Boundary Meetings

Invoice for Boundary Meetings

Initiate and complete Strategic Planning

Invoice for Strategic Planning

Provide GIS Data Support Services

Invoice for GIS Data Support Services quarterly based on percent to completion

Provide GIS data remediation services

Invoice for GIS remediation services quarterly based on percent to completion

181-365 Days

County will:

Perform ongoing monthly uploads to VEP and mark “ready for aggregation”

DATAMARK will:

Provide ongoing managed services (Aggregator services)

Provide ongoing VEP Support

Provide ongoing GIS Data Support and invoice quarterly based on percent to completion

365 – Ongoing

County will:

Perform ongoing monthly uploads to VEP and mark “ready for aggregation”

DATAMARK Will:

Provide ongoing managed services (aggregator services)

Provide ongoing VEP Support

Provide ongoing GIS Data Support and invoice quarterly based on percent to completion

Invoice for VEP subscription, MSAG Generator subscription, and Managed Services (Aggregator services) upon the annual renewal date

For the length of the contract, DATAMARK will provide managed services, which include ongoing management of the VEP Aggregator. Since this is a 5 year project, project end date should be 5 years from the grant agreement with State/DMS.

Deliverables	
*Annual VEP Service Fees**	*Annual VEP Service Fees include GIS data validation, editing and provisioning of data to support NG9-1-1 geospatial call routing within the next generation core services.*

Annual Managed Services	*Project management and integration fees associated with managing the aggregated dataset.*
ACE	*Address Comparison and Evaluation is a process which compares the clients address point data with additional address lists to ensure the AP layer includes all addresses within the client, to include sub-addressing.*
Boundary Facilitation	*Facilitates communication with Duval County and the surrounding 4 counties to review the boundary data and will provide a summary of any changes in the boundaries that need to be implemented.*
GIS Data Support Services	*Provides data support services to clients requiring additional expertise from trusted advisors to support their data management operations.*
MSAG Generator	*Delivers optimal support of Duval County's legacy and transitional environment with a solution designed specifically to create and manage a GIS-based MSAG directly from Duval county's existing NG9-1-1 road centerlines data.*
GIS Data Remediation Services	Services to update, modify and correct the 7 primary GIS layers listed as required in the NENA GIS Data Model. GIS data remediation is based on data analysis and data anomalies found through GIS data validations within VEP.
Strategic Planning and Implementation	*Experienced GIS and addressing professionals will then develop a comprehensive Implementation Plan for clients requiring a detailed plan to implement future state recommendations provided by the DATAMARK team.*

10. If applicable, sole source justification must meet the state procurement guidelines and chapter 287.057 (3)(c), F.S.

The counties will be using a GSA Contract, please see attachment below. By using a GSA contract the counties will be receiving pre-approved pricing. This means that the federal government has already determined the pricing as fair and reasonable by government standards, the pricing also has a ceiling rate for all products and services. This ensures value for the dollar spent.

The vendor's technical capabilities are also pre-vetted prior to a GSA contract being awarded.
Each county will be following their local process for GSA approval.

11. If applicable, please include your previous service dates for any maintenance or support services.

Not Applicable

12. Please submit the Budget Report

See attached

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.

The county, group of counties or region certifies that all applicable county, group of counties or region procurement rules/procedures has been met.

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 MANGER DATE

_____

Printed Name

_____

Position

Regional Signatures if Applicable (add additional lines if needed)

Appendix I: Authorized Expenditures of E911 Fee, Chapter 365.172, F.S.

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).

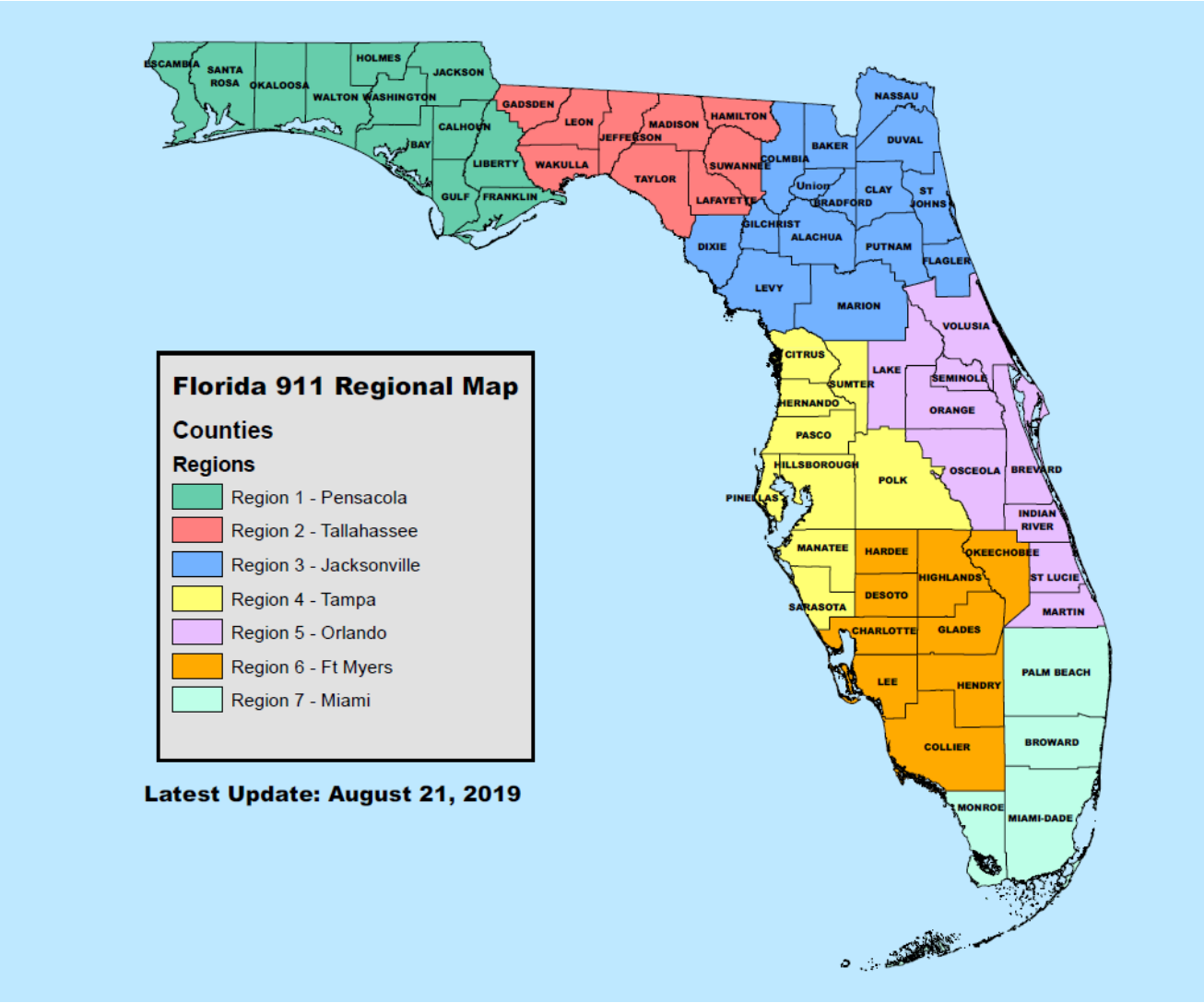
Section 365.172 (10), Florida Statutes: AUTHORIZED EXPENDITURES OF E911 FEE. —

(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, group of counties or region 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 II: Florida 911 Regional Map



Addendum I: Funding Priorities

The criteria for determining acceptability for disbursement of funds from the State of Florida 911 Grant Programs will be made on a PRIORITY basis. Federal funding will be applied in accordance with federal grant guidelines. Regional 911 system project requests related to systems and equipment will be considered the highest priority within each priority category. If you do not see your specific 911 project listed, you may still apply, as the E911 Board does have some discretion depending on the funding source, availability of funds, and spending authority.

1.0 Prepaid and Wireless Funding Priorities

PRIORITY 1: Primary and 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 one year.

PRIORITY 2: Development and maintenance of 911 routing statewide, geographic, and management information systems.

- **A)** Statewide routing system
- **B)** Regional, as an incremental step towards statewide routing

PRIORITY 3: Information System

- **A)** GIS Data support-assisting counties in meeting the 98% NENA GIS Data minimum standards
- **B)** GIS Maintenance Tools
- **C)** Management Information System

PRIORITY 4: Develop and maintain next generation 911 services and equipment.

- **A)** Next Generation 911 Equipment and Emergency Services IP based network
- **B)** Next Generation Core Services

PRIORITY 5: Mapping system and services necessary for provisioning Geographic Information Systems (GIS). This may include the following, listed in order of funding priority:

- **A)** Map System Equipment - map generation hardware and software licensing are limited to components for two stations.
- **B)** GIS Centerline point generation and map accuracy systems.
- **C)** Synchronization of GIS, ALI, and MSAG database meets the minimum standard 98 % for Geospatial call routing-per NENA i3 standard.

PRIORITY 6: Systems that require new or replacement of critical or necessary hardware or software. This may include the following back-up 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) Map Display Equipment
C) Logging Equipment
D) Lightning Protection Equipment
E) Uninterruptible Power Supply system and or Generator Equipment
F) County, group of counties or region Standalone ALI Database Equipment
G) 911 Call Taker Position Equipment
H) Net clock

PRIORITY 7: GIS sub-addressing projects

PRIORITY 8: Aerial Photography / Imaging

I) 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)

2.0 Federally Funded Awards

2.1 Eligible costs will be consistent with cost principles identified in 2 CFR Part 200, including Subpart E of regulations. In addition, costs must be reasonable, necessary, allocable, and allowable for the proposed project, and conform to generally accepted.

Eligible Costs:

A) Contractual costs associated with carrying out programmatic activities of the 911 grant, including for the provision of NG-911 services for consulting services. Recipients are responsible for monitoring the activities and expenditures of vendors and are responsible for ensuring that all solicitation documents reflect activities within the scope of the 911 Grant Program.
B) Costs to purchase hardware, software, and hosted services.
C) Costs to purchase hardware, software, and hosted services associated with enabling NG-911 calls to be received, processed, and dispatched. Recipients must specify that the purchase of hardware, software, and services comply with current NG-911 standards, as listed in the

Department of Homeland Security's SAFECOM guidance. Each individual product, however, need not meet every listed standard**.**

D) Training costs directly related to NG-911- implementation for public safety personnel. The "Recommended Minimum Training Guidelines" for Telecommunicators must serve as a base level for the training provided. Recipients must submit documentation describing the training being provided, which identifies the included elements from the Minimum Training Guidelines.

E) Operational Costs to operate the NG-911 system as a dual system to the current legacy 911 system until the legacy E911 or 911 system is shut down and the system is fully operational using only NG-911 technology.

2.2 Ineligible Costs

A) Ineligible costs include those costs that are unallowable under the Cost Principles of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Please note that costs ineligible for 911 Grant Program support may not be included as matching funds.

DATAMARK

Michael Baker
INTERNATIONAL

September 26, 2022

DATAMARK PROPOSAL

NASSAU COUNTY, FL

EXHIBIT A: SCOPE OF WORK

8 This Scope of Work is attached to and made part of the GSA Federal Acquisition Services contract 47QRAA21D008D, between Nassau County and DATAMARK, the public safety division of Michael Baker International, Inc.

This proposal, including the scope of work and cost, is a firm offer valid for 60 days after submission to Nassau County.

This proposal includes Editor services of DATAMARK VEP, Managed Services, Address Comparison and Evaluation (ACE), Boundary Assessment Facilitation, MSAG Generator, GIS Data Remediation, and Strategic Planning and Implementation, described in detail below.

DATAMARK VEP (Validate, Edit, and Provision)

VEP is a cloud-native service for public safety GIS data aggregation, preparation, analysis, and maintenance. VEP provides a highly configurable user-friendly interface for GIS and non-GIS personnel to perform location data validation, editing, and quality control in alignment with NENA Next Generation 9-1-1 (NG9-1-1) data standards and GIS industry best practices. VEP supports data from local and regional GIS data providers and neighboring 9-1-1 authorities.

VEP is designed to support the most current NENA NG9-1-1 GIS Data Model and to provide the flexibility to incorporate custom fields and additional schema requirements from our clients' GIS datasets. As Nassau County implements the NENA NG9-1-1 GIS Data Model, VEP will become an integral service for validating, editing, and aggregating GIS data from multiple sources that will be provisioned into the NG9-1-1 GIS Core Services (NGCS) solution.

DATAMARK's technical team, comprised of experts in NG9-1-1 requirements and public safety data workflows, is ready to support Nassau County by providing:

- Highly configurable GIS data management solutions for novice to expert level GIS users
- Dedicated technical support of the VEP system
- Comprehensive data QC and validations to prepare data for NG9-1-1
- Platform agnostic design supporting existing public safety systems including CAD, CAD mapping, and AVL

Software as a Service (SaaS) Solution

VEP is a true SaaS service that provides end users with a secure, web-based system for collecting, preparing, maintaining GIS data. VEP streamlines and optimizes editing and validation processes for provisioning data in 9-1-1 systems and other systems reliant on accurate, reliable GIS information. VEP requires no additional investment in specialized hardware or software.

Cloud-Native GIS Data Management Software

VEP leverages the benefits of cloud-native application development including on-demand access to powerful computing resources, modern data and application services, and dynamic

coordination of development activities. This enables DATAMARK to effectively stay ahead of changes to industry processes and standards and bring meaningful product innovations to market faster than traditionally developed software platforms.

VEP Software Subscription

VEP is offered in two subscription models, VEP Validator and VEP Editor, to address the broad range of requirements of local, regional, and state GIS stakeholders. Additionally, VEP Aggregator provides purpose-built solutions to regional and state organizations for aggregating and managing consolidated GIS datasets used in legacy 9-1-1, NG9-1-1, and other applications.

VEP Validator

Validation is the process of validating and aggregating GIS, MSAG, and ALI data using VEP's data validations. VEP Validator is used to perform a broad range of validations across dozens of categories, configured for each client's specific GIS data management requirements. Validation results are downloadable as markup tables for use within Nassau County's GIS environment. VEP's validation features are included in all subscription types.

Validator subscription includes Administrator and Validator user roles; the number of users is based on client population. Additional Validator and Administrator users can be added for additional fees. Validator subscription does not include Editor, Observer, or Aggregator functionality. VEP's user roles are defined in detail in the VEP User Roles section, below.

GIS Data Validation

VEP's validation engine includes a comprehensive suite of tools used to validate and aggregate GIS, MSAG and ALI data which meets and exceeds NENA validation standards. The validation engine enables administrators to run unique QC checks on demand, including DATAMARK's unique Fishbone Analysis.

VEP Validator identifies schema inconsistencies and incompleteness and identifies spatial anomalies and discrepancies within the various datasets. VEP's validations evaluate attribute, topological, and spatial accuracy within each layer and performs cross-feature validations. These validations meet and exceed the NENA standards and include additional checks that support GIS industry best practices for quality control assessments. VEP Validator delivers a comprehensive series of reports on anomalies and changes over time.

Fishbone Analysis

VEP's fishbone analysis compares the placed address point to its geolocated location on the road centerline. This process creates a line between the two locations which provides a powerful dataset for analysis. In clean GIS data, this typically resembles a 'fishbone' with no crossed lines. Where lines cross, a potential anomaly may exist in the GIS data. Data with crossed fishbone lines may be marked as an exception in VEP, following review, to avoid being flagged in future validations.

This analysis reveals anomalies such as address points on the wrong side of the road, out of order address points, or a range of other anomalies.

Fishbone analysis will show an address point that maps to multiple road centerlines and shows attributes duplicated on multiple road segments, or where ranges overlap, causing the address point to be placed on both segments.

Where traditional address point comparison methods may produce false positive results, VEP Validator's fishbone analysis draws a line from the address point to where it falls on its street centerline range as shown in the figure below.

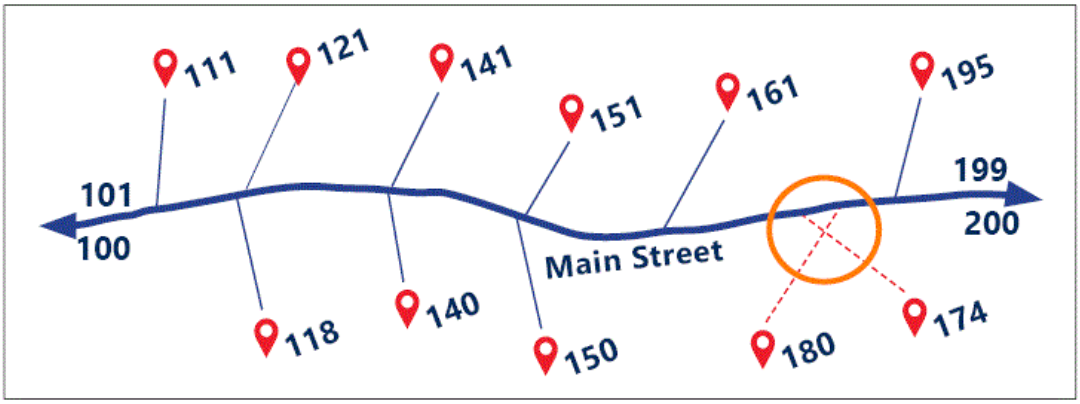


Figure1: Fishbone Analysis

Example: If the address range of Main Street is 100-200, 150 Main Street will draw to the center of that Main Street centerline segment. In clean GIS data, the visual analysis typically resembles a fishbone along the 100-200 range of Main Street. The crossed lines for 174 and 180 Main Street show a potential anomaly in the GIS data to be reviewed and resolved.

VEP Editor

VEP Editor provides a web-based editing interface that enables users to create, maintain, update, validate, and export public safety GIS data. VEP's editing environment includes a comprehensive suite of tools and becomes a force multiplier for GIS departments with limited resources. Editor subscription also includes VEP's Observation features, described below.

Editor subscription includes VEP's validation, editing, and provisioning features. The number of end users who can access the system is based on client population; access for additional Administrator, Editor, Validator, and Observer end users is available for additional fees. VEP's user roles are defined in detail in the VEP User Roles section, below.

Web-Based GIS Editing

VEP Editor's secure web-based editing environment supports experienced GIS users and can be accessed by non-GIS personnel who have been provided with access credentials without requiring separate expensive GIS desktop software, plug-ins, or extensions. This reduces operating costs, reduces the time spent administering standalone GIS solutions, and enables

non-GIS users such as dispatchers, fire inspectors, and other authorized personnel to make meaningful contributions to the Client's 9-1-1 and public safety GIS data.

Observation

VEP Editor subscription includes observation features which enable non-editors to drop a point on the map and record observations which will be reviewed and processed by GIS editors. The Observation function's ability to provide GIS data feedback from creates operational transparency, increases communication between public safety and GIS professionals, and improves the quality of the 9-1-1 and NG9-1-1 GIS data in real-time.

Example: A fire engine misrouted to an incorrect location will inform the dispatcher of the routing issue. The dispatcher, who is not a GIS data editor, can use VEP's Observer features to create an observation point and report the routing error. This will send a notification to the GIS authority's GIS data editors, creating an audit trail the editor can use to investigate the issue, resolve any problems in the GIS data, and report how the reported observation was processed.

GIS Data Provisioning with VEP

Editor subscription both include VEP's GIS data provisioning functions and features. Implementation of VEP includes provisioning to Nassau County's native GIS schema and to the NENA NG9-1-1 GIS schema. VEP is platform-agnostic and capable of provisioning GIS data into currently available Spatial Interface (SI) systems.

VEP's download function offers the ability to effectively field map the default database into a custom schema of choice. This functionality enables the client to support multiple public safety and government enterprise systems without needing to change business practices, systems, and data schemas. Examples of relevant output schemas include:

- CAD systems (to potentially include regional stakeholders')
- Transportation
- Asset Management
- Permitting
- Mobile data collection application

VEP User Roles

Each VEP subscription model provides clients with specific numbers and types of end user subscription. Access to VEP is based on user role and subscription level, to ensure each user of the system has the features, functions, and tools necessary to perform the tasks that meet Nassau County's goals while maintaining security and access control.

VEP user roles are described below:

The **Administrator** role is included in each VEP subscription type and provides users the access to review and approve edits, provisions users and permissions, limits configuration capabilities for display and web service content of the Editor map, and more. This is the highest permission level assigned in the VEP system.

The **Validator** role provides access to VEP's upload, validate, and download functions used to perform data validation and quality control.

The **Editor** role provides access to the VEP dashboard and to the map interface used to perform geometry and attribute edits and validation markups.

The **Observer** role provides access to the map interface to create observations. Observers do not have access to VEP's editing functions.

This proposal includes VEP Editor subscription for the following user roles:

User Role	Number of Users
Administrator	1
Editor	1
Validator / Observer	3

Table 1: User Roles and Number of Users

VEP Software Support

Software support for VEP is included in the annual SaaS subscription and provided through the term of the SaaS Agreement with Nassau County.

VEP's annual subscription includes access to an online support and self-service knowledge center. The DATAMARK VEP Support Center is the first stop for questions about VEP workflow, functionality, and enables users to request support, report issues, and search an online library of videos and articles for information about the system.

DATAMARK VEP Support Center

Nassau County's VEP users will be provided with access to the Support Center through the VEP user interface. The VEP Support Center includes an online support ticket system, a knowledge center to query common issues and system documentation, and a module-based library of user guides, how-to articles, FAQs, video workflow tutorials, and video tips and tricks.

VEP Support Tickets

VEP provides users with secure access to the Support Center ticket system. This system is used to submit, review, and track the status of support tickets. The DATAMARK VEP Technical Support team responds to Support tickets, users can track the status of support tickets directly from the VEP Support Center.

VEP SaaS Agreement

This proposal includes VEP subscription provided to Nassau County for a period of 5 years.

VEP is sold through an annual subscription service and is subject to an annual fee. VEP is provided as a software subscription and contracted through the execution of DATAMARK's SaaS

Agreement. The agreement will be automatically renewed unless notice of cancelation is received 60 days before the renewal date.

CLIENT TASKS/RESPONSIBILITES

- Participate in a review of client GIS data field mapping for upload into VEP
- Provide a space, computers, and internet connections for training

DATAMARK DELIVERABLES

- Conduct the review of GIS data field mapping for upload into VEP with Client
- Provide user access to VEP and the knowledge base/ticketing system
- Conduct VEP end-user training

Managed Services

As a participating county within Florida Region 3, Nassau County will provide local NG9-1-1 data to the regional GIS repository. DATAMARK's managed services include ongoing management of VEP Aggregator described below. DATAMARK will ensure participating counties submit data to the regional repository in accordance with a schedule defined by Florida Region 3. DATAMARK's managed services include all activities associated with creating a regional repository and ensuring participating counties have unlimited access to regional GIS data. DATAMARK will perform data aggregation on a weekly basis.

VEP Aggregator

VEP Aggregator provides regional public safety GIS stakeholders with solutions for consolidating GIS data from multiple sources into a single database, performing cross-jurisdictional validations on the aggregated dataset, identifying anomalies in the data, and exporting the dataset. After anomalies are identified, before they are exported, they are sent back to the original jurisdiction for review, correction, and resubmission.

Centralized, regional management and ongoing validation of the aggregated GIS dataset streamlines its use across public safety platforms, including legacy 9-1-1, NG9-1-1, Computer-Aided Dispatch (CAD), and others.

VEP Aggregator does not require the purchase of additional software or tools and includes VEP's validation and provisioning features. Consolidating and synchronizing local and regional databases is a seamless process using Aggregator from the VEP system dashboard. As local jurisdictions submit data into the aggregated dataset, regional GIS administrators supporting the database can use Aggregator to perform to the following tasks:

- Input local GIS data to an aggregated database
- Perform validations focused on boundary, address point, and road centerline data
- Identify anomalies in the data including boundary gaps, overlaps, and other anomalies

- Export aggregated data in the NENA NG9-1-1 GIS schema

Aggregator is provided to regional or statewide GIS stakeholders managing multi-jurisdiction implementations and includes VEP's validation and provisioning features. Aggregator is not meant to replace VEP Validator or Editor for the management of individual local or regional datasets. Clients who currently use VEP to manage local GIS data can efficiently and easily submit their GIS into the aggregated dataset.

CLIENT TASKS/RESPONSIBILITES

- Ensure local GIS data is marked Ready for Aggregation

DATAMARK DELIVERABLES

- Management of the regional GIS data repository
- Perform scheduled data aggregation
- Provide data to participating counties, when requested

Address Comparison and Evaluation (ACE)

The DATAMARK team will perform an Address Comparison and Evaluation (ACE) to compare a master address source to other sources containing address records and identify potentially missing address data. DATAMARK will verify Nassau County address data against highly accurate location data, returning a report of the results and a table of missing addresses with the data.

The team will work with Nassau County to identify which address sources are the best fit for use in the analysis. Nassau County may provide up to five (5) data sources such as parcel or utility databases, waste management records, etc. for the DATAMARK team to compare to their master address dataset. ACE will be supplemented by a commercial list, provided by DATAMARK.

During the ACE, DATAMARK assigns a Weighted Confidence Score to each address in the master address source, based on its recurrence across the supplementary data sources and validation against commercial location data. This score allows us to assess the validity of address candidates identified as missing from the master address database.

After completing the ACE, DATAMARK provides a summary report of the results of the ACE and a table of potentially missing address candidates in tabular or spatial format. This table includes subaddress information (i.e. apartment, suite, etc.) identified in the analysis. DATAMARK will review the table to provide a breakdown of their confidence levels to prioritize investigation and placement within the master address database by Nassau County. Placement of missing address point candidates in the master address database is not included with the ACE service.

CLIENT TASKS/RESPONSIBILITES

- Provide master address database
- Provide up to five (5) spatial or tabular address data sources
- Review ACE results and report of missing address candidates

DATAMARK DELIVERABLES

- Provide report of the ACE process and summary of findings
- Provide feature class or tabular list of potentially missing address candidates, including subaddress data
- Procure additional commercial data to supplement ACE if necessary, following discussions with Client

Boundary Assessment Facilitation

The DATAMARK team will facilitate individual workshops between Nassau County and four (4) neighboring PSAPs to discuss the placement of PSAP, Provisioning Boundary, and Emergency Service Boundaries (ESB). The workshops must include responsible parties who have the authority to make NG9-1-1 call routing decisions. The DATAMARK team will act as a neutral participant.

At the conclusion of the workshops, DATAMARK will provide a report summarizing action items and/or decisions made as it related to the placement of the NG9-1-1 boundaries. At the conclusion of boundary workshops, DATAMARK will perform final data edits to PSAP and ESB boundaries at the borders with neighboring counties.

Virtual Kickoff Meeting

Discuss the approach of the facilitated workshops, identify the role each participant will play, and what information is required, from whom, and when. The neighboring Counties involved in the boundary workshops include:

- Baker County, FL
- Duval County, FL
- Charlton County, GA
- Camden County, GA

Data Collection and Assessment (Prior to Workshop)

The DATAMARK team will request from each participating County the following GIS files three weeks prior to the workshop:

- Existing/Proposed PSAP boundary
- Existing/Proposed ESB/ESN/ESZ boundaries
- Existing/Proposed Provisioning boundary
- Street centerlines
- Address points (best available)

- Municipal Boundary (in GIS format, if available)

The DATAMARK team will notify the Client within one week if the requested data is not received. The DATAMARK team will accept GIS files until two working days prior to the workshop. Upon receipt of the data, DATAMARK will compile the collected data into a map for review and discussion during the Facilitated Workshop(s).

Facilitated Workshop: PSAP Boundary and Data Maintenance Authority – Decision Making Process

The DATAMARK team will present to the group the maps prepared during the Data Collection and Assessment Phase. DATAMARK's role during the workshop is to operate the map, display areas of boundaries disagreement, provide best practice guidance, facilitate a workable solution, and document areas of interest during the meeting. Documentation, including best practice instruction, is provided back to the Client after the facilitated workshop(s). It is the discretion of the Client, and the neighboring Counties, to use the documentation to create an agreeable boundary. At the completion of workshops, DATAMARK will perform final edits to the PSAP, Provisioning, and Emergency Service Boundaries where those boundaries meet adjoining counties. This does not include boundaries which are located on the interior portion of the county.

Summary Boundary Facilitation Report

The Facilitated Workshop process is an important learning process for all participants. It is recommended each participating PSAP conduct a similar exercise with each of their adjoining neighbors. A Summary Report delivered to the Client will provide an opportunity to review the decision-making assistance process as well as lessons learned. As part of the Summary Report, the DATAMARK team will prepare a document that details each step in the process and the outcome of each Facilitated Workshop.

CLIENT TASKS/RESPONSIBILITES

- Provide the names and contact information of participating PSAPs/Counties to DATAMARK
- Host the workshop(s) and find a suitable location(s)
- Provide Client GIS data for use in facilitated workshop(s)
- Accept final report

DATAMARK DELIVERABLES

- Facilitate a virtual project kickoff
- Facilitate sending workshop invitations and requesting GIS data of participating PSAPs/Counties
- Facilitate workshop(s)
- Send meeting minutes after each workshop
- Provide summary report with compiled documentation from each workshop(s)

GIS Data Support Services

DATAMARK's GIS and Public Safety professionals provide Data Support Services to clients requiring additional expertise from trusted advisors to support their data management operations. To ensure the county maintains NG9-1-1 data to meet NG9-1-1 standards, DATAMARK will provide Duval County with 200 hours of data support after data creation and remediation is complete.

DATAMARK will provide GIS data support and legacy consulting services annually at a fixed rate. For each request under this task, DATAMARK will provide a task order with the level of effort and receive approval before executing the task. All work will be performed during normal business hours. Tasks may include but are not limited to data creation, data remediation, and MSAG / ALI consulting services.

Data support service hours are non-transferable and expire at the conclusion of the contract year.

DATAMARK DELIVERABLES

- Provide data support services requested

MSAG Generator™

The migration from legacy 9-1-1 systems to NG9-1-1 is evolutionary and introduces fundamental changes to emergency call routing and location validation. Moving to NG9-1-1 will require the continued use and management of the Master Street Address Guide (MSAG) during the entire transition period before geospatial call routing and location validation are fully implemented. During this period, the deployment of a GIS-based MSAG to support the legacy 9-1-1 environment is critical to maintaining 9-1-1 operations and ensuring the successful implementation of NG9-1-1.

DATAMARK's MSAG Generator enables GIS and 9-1-1 authorities to create a GIS-based MSAG that maintains continuity between the GIS data layers used in NG9-1-1 and the legacy MSAG. A geospatial MSAG replaces the legacy MSAG for call routing and location validation and is configured following the *NENA Standard for the NG9-1-1 GIS Data Model*.

MSAG Generator delivers optimal support of Nassau County's legacy and transitional environment with a solution designed specifically to create and manage a GIS-based MSAG directly from Nassau County's existing NG9-1-1 Road Centerlines data. MSAG Generator is provided as an additional module within DATAMARK VEP and operated through VEP's intuitive web-based user interface. This integrated access to MSAG Generator within VEP enables users to create a GIS-based MSAG anytime, on-demand.

MSAG Generator can be included with any VEP subscription and is subject to an annual fee. Training for the MSAG Generator solution will be provided virtually by DATAMARK's VEP training team.

DATAMARK DELIVERABLES

- Conduct MSAG Generator end-user training

GIS Data Remediation

DATAMARK is highly experienced in remediating GIS data used in public safety, NG9-1-1, and other applications. GIS Data Remediation services evaluate data for completeness and quality using proprietary software and validation processes and our GIS data professionals work closely with our clients to review anomalies and perform data revisions and updates. Collaborative workflow and open communication ensure Nassau County is actively engaged throughout the data remediation project.

DATAMARK follows public safety and GIS industry best practices for GIS data work. Remediation services performed on GIS datasets used for NG9-1-1 call location and routing brings data into conformance with the *NENA Standard for NG9-1-1 GIS Data Model (NENA-STA-006.1.1-2020)*.

Nassau County will receive data remediation for the following layers:

- Address Points
- Road Centerlines
- Boundaries (NENA Schema, Topology, and Attributes)
    - PSAP Boundaries
    - Emergency Service Boundaries (ESB)
    - Provisioning Boundaries

GIS Data Remediation projects are executed in phases, beginning with performing GIS-based fixes in the data followed by a discussion of anomalies that do not require field verification and identification of anomalies that require client follow-up or field verification. During each phase of the project, DATAMARK will communicate issues and provide project status updates.

Phase 1: Data Remediation Plan and GIS Based Data Revisions

Following the Project Technical Plan, which outlines the project's scope, timeline, and deliverables. Our GIS professionals perform GIS-based data revisions that do not require client interaction such as parsing data and value normalization (example: "AVE" and "AV" to "AVENUE").

Phase 2: Identify, Review, and Correct Anomalies in the Data

DATAMARK will identify and review anomalies which require additional information from Nassau County to address. Our GIS professionals will correct anomalies that require input but do not require additional field verification or extensive research to resolve.

Phase 3: Final Data Delivery

Following the completion of the GIS based revisions and correction of reviewed anomalies, DATAMARK will conduct a virtual meeting to discuss the results of the data remediation project and deliver the remediated dataset(s) back to Nassau County. We will provide a list of any remaining anomalies that require additional work to resolve through field verification or other means and review them with Nassau County during delivery of the final dataset.

CLIENT TASKS/RESPONSIBILITES

- Provide GIS dataset(s) to be remediated to DATAMARK
- Accept Data Deliverable

DATAMARK DELIVERABLES

- Conduct virtual review of data anomalies, virtual project reviews, and final data delivery
- MSAG & ALI Discrepancy Report Analysis
- Final remediated data layers and data remediation summary report

Strategic Planning and Implementation Plan

DATAMARK's Strategic Planning services evaluate your current public safety, addressing, and GIS data environment, enabling us to deliver future state recommendations and create an implementation plan for developing accurate, reliable GIS workflows, addressing and data.

Strategic Planning services are delivered in phases. First, DATAMARK performs a Current State Assessment and Gap Analysis of our client's addressing and GIS data, data environment, and management processes to assess GIS data readiness for Next Generation 9-1-1 (NG9-1-1). The results of this assessment are then used to create and document Future State Recommendations to achieve the client's GIS data objectives, data management goals, and NG9-1-1 GIS data readiness. Following completion of the Strategic Planning services, DATAMARK formally reviews the results of the Current State Assessment and Gap Analysis and Future State Recommendations with the client.

DATAMARK's experienced GIS and addressing professionals will then develop a comprehensive Implementation Plan for clients requiring a detailed plan to implement the Future State Recommendations provided by our team. The Implementation Plan identifies the key stakeholders, resource staffing requirements, addressing and GIS technologies, processes, workflows, and deliverables to successfully put Future State Recommendations into action.

Phase 1: Current State Assessment and Gap Analysis

The Current State Assessment and Gap Analysis evaluates Nassau County's GIS data, GIS and addressing workflows, processes, and the GIS environment to provide an accurate Gap Analysis and needs assessment of Nassau County's GIS data and GIS data objectives.

Current State Assessment

The DATAMARK team conducts interviews with technical staff, internal stakeholders, and external stakeholders to develop a comprehensive understanding of the addressing and GIS data environment, and management processes. During the Current State Assessment, DATAMARK compares data management practices and workflows to NENA standards to determine readiness for deployment in current/legacy 9-1-1 and NG9-1-1 environments.

Gap Analysis

DATAMARK performs a Gap Analysis on NG9-1-1 related data to determine NG9-1-1 readiness and adherence to NENA NG9-1-1 standards. We assess Nassau County's GIS and public safety data, including MSAG and ALI, for data quality using a comprehensive series of validations.

DATAMARK conducts a formal review of the results of the Current State Assessment and Gap Analysis. This review will include the findings of the Current State Assessment and the results of the data validations performed during the Gap Analysis.

The results of the Current State Assessment and Gap Analysis are used to develop Future State Recommendations. We will work with Nassau County to discuss how the results impact your GIS data objectives and how they may be presented to support your GIS data objectives, data management goals, and NG9-1-1 GIS data readiness.

CLIENT TASKS/RESPONSIBILITES

- Provide copy of current GIS data to DATAMARK for validation checks
- Provide documentation of GIS data workflows, address management, and public safety applications
- Provide introductions to key personnel for DATAMARK outreach
- Accept report of the Current State Assessment

DATAMARK DELIVERABLES

- Conduct interviews with client and stakeholders
- Perform validations on client GIS data
- Deliver Current State Assessment to Client

Phase 2: Future State Recommendations

DATAMARK develops Future State Recommendations based on the Gap Analysis and needs assessment, interviews, and data validations performed during the Current State Assessment. DATAMARK will work with the project stakeholders to document GIS data objectives and data management goals. Recommendations are clearly defined and align to the GIS data objectives,

specifically addressing the GIS stakeholders' goals, management processes, workflow, and quality issues. Recommendations are documented and reviewed with project stakeholders prior to release of the final report.

Future State Recommendations can be used to justify funding and grant requests, define deliverables for GIS data projects, determine needs for additional staffing, and develop the scope of services for location data projects and RFPs. DATAMARK's recommendations clearly identify the steps needed to resolve issues identified in the Current State Assessment, define the solutions and services that will improve the GIS data environment, and optimize data management workflows.

DATAMARK provides clients and stakeholders with a report which concisely details each of the Future State Recommendations for developing reliable high-quality public safety GIS data and creating efficient, consistent, and GIS data management processes.

Future State Recommendations require the completion of a Current State Assessment and Gap Analysis and are required to develop the Implementation Plan.

CLIENT TASKS/RESPONSIBILITES

- Complete a Current State Assessment and receive results from DATAMARK
- Accept final report of Future State Recommendations

DATAMARK DELIVERABLES

- Deliver Future State Recommendations to Client

Phase 3: Implementation Plan

DATAMARK will create an Implementation Plan that clearly defines the stakeholders, resources, deliverables, technologies, processes, and project schedule necessary to implement the documented Future State Recommendations. The Implementation Plan is developed in close coordination with Nassau County personnel and any external stakeholders. DATAMARK conducts hands-on workshops with client team members and project stakeholders to prioritize the most important needs, identifying:

- Resourcing required to implement each stage of the plan and responsible entities
- Technology resources required to support the plan
- Deliverables and timing for each stage of the implementation

Implementation Plan objectives are based on the Future State Recommendations and developed following the SMART philosophy. Each objective is Specific, Measurable, Assignable, Realistic, and Time-related. The Implementation Plan will also consider:

- Client requirements

- Time constraints
- Other critical projects
- Resource availability

DATAMARK conducts follow-up meetings with Nassau County team members and project stakeholders to review the Implementation Plan and project schedule.

Development of an Implementation Plan requires the completion of both the Current State Assessment and Gap Analysis and Future State Recommendations.

CLIENT TASKS/RESPONSIBILITES

- Complete and receive results of the Current State Assessment and Future State Recommendations services
- Accept completed Implementation Plan

DATAMARK DELIVERABLES

- Facilitate workshop sessions with client staff and external stakeholders
- Deliver completed Implementation Plan to Client
- Formal review of the Implementation Plan with the Client

PROJECT MANAGEMENT

A DATAMARK project manager will be assigned to the implementation of the proposed solution. The project manager will provide hands-on contact with Nassau County and oversee all aspects of the project scope, schedule, and budget.

Project Kickoff

The DATAMARK team will set up the project for budget management and perform internal project startup tasks. The DATAMARK team will conduct a project kickoff meeting with key Nassau County staff overseeing the project and other stakeholders deemed appropriate for the kickoff meeting by Nassau County to establish a solid understanding of the project goals, timeline, and approach. Team members will be introduced at the kickoff meeting, and their project roles and responsibilities will be defined. The project schedule will be presented, with focus on the dates for key milestones, and the project management approach will be discussed. The DATAMARK team, in partnership with Nassau County, will initiate the project and begin execution of the Scope of Work within 15 business days of receiving a fully executed purchase order and/or fully executed contract, as applicable.

Approach

The DATAMARK team will outline the project management approach, techniques, and tools. The project management approach adheres to Michael Baker's practices for managing project finances, contracts, operations, and schedule.

Scope/Schedule/Budget Tracking

The DATAMARK project manager will perform ongoing tracking and monitoring of the scope, schedule, and budget to keep the overall project on track. This involves regular communication to the DATAMARK team on project status to keep the team focused and working efficiently.

Project Reporting

The project manager will provide project status reports to Nassau County on a schedule to be determined during the kickoff meeting.

Project Invoicing

The project manager will provide invoices to Nassau County on a monthly basis or by project milestone, as agreed to with Nassau County.

CLIENT TASKS/RESPONSIBILITES

- Participate in project kickoff meeting
- Review, comment on (as necessary), and approve monthly invoices

DATAMARK TEAM DELIVERABLES

- Project kickoff meeting
- Schedule project status calls and reports with the client
- Deliver invoices to the client

EXHIBIT B: COMPENSATION AND PAYMENT

Annual subscription for software products will begin and be invoiced upon execution of the VEP SaaS agreement.

Service	Year 1	Year 2	Year 3	Year 4	Year 5	Total
VEP Editor Services	$15,500	$16,275	$17,089	$17,943	$18,840	**$85,647**
Managed Services	$21,940	$23,037	$24,189	$25,398	$26,668	**$121,232**
Address Comparison & Evaluation	$21,603					**$21,603**
Boundary Facilitation	$28,083					**$28,083**
GIS Data Support Services	$29,600	$31,080	$32,634	$34,266	$35,979	**$163,559**
MSAG Generator	$3,500	$3,500	$3,500	$3,500	$3,500	**$17,500**
GIS Data Remediation	$74,400					**$74,400**
Strategic Planning and Implementation	$48,360					**$48,360**
	$242,986	**$73,892**	**$77,412**	**$81,107**	**$84,988**	**$560,384**