

**Agency: Commerce, Community and Economic Development****Grants to Municipalities (AS 37.05.315)****Grant Recipient: Gustavus****Federal Tax ID: 270085777****Project Title:****Project Type: Information Systems and Technology**

# Gustavus - Volunteer Fire Department EMS 911 Radio System Upgrade

**State Funding Requested: \$64,958****House District: Juneau Areawide (31-32)**

One-Time Need

**Brief Project Description:**

The 911 System used by the GVFD/EMS is non-compliant with HIPPA and FCC. This will provide the funding to make the system compliant

**Funding Plan:**

Total Project Cost:	\$69,958
Funding Already Secured:	(\$5,000)
FY2015 State Funding Request:	<u>(\$64,958)</u>
Project Deficit:	\$0

*Funding Details:**There is no funding history.***Detailed Project Description and Justification:**

The 911 system used by the Gustavus Volunteer Fire Department (GVFD) is incapable of providing privacy to callers using the 911 system, possibly violating their HIPPA rights. In February, 2013, the FCC passed requirements that this type of radio system become a 'narrow-band' system, which the Gustavus system is not. The plans are to maintain the present analog system which is only 2 years old, but then add the digital repeater to the analog system enabling the encryption of 911 calls. The new repeater will also provide greater distance coverage.

The City recently provided \$51,000.00 to the GVFD/EMS for turn-out gear to replace the out-of-compliance gear the department presently use, in an effort to provide for the safety of its volunteer fire fighters and EMS crew. This CIP grant would also off-set the expenses the city bears because it is presently unable to charge for services of the city-owned ambulance. That service is provided mainly to out-of-state visitors to Glacier Bay National Park aboard the seasonal cruise ship tours.

**Project Timeline:**

Jun-Aug 2014 Design and Installation of antennae  
 Dec 2014 Take delivery of repeater and additional hardware  
 March 2015 Final installation of repeater

**Entity Responsible for the Ongoing Operation and Maintenance of this Project:**

City of Gustavus

**Grant Recipient Contact Information:**

Name:	Noel Farevaag
Title:	Gustavus City Clerk/Treasurer
Address:	1802 Gustavus Road Gustavus, Alaska 99826
Phone Number:	(907)697-2451
Email:	clerk@gustavus-ak.gov

Has this project been through a public review process at the local level and is it a community priority?  Yes  No

**CITY OF GUSTAVUS  
RESOLUTION 2014-03**

**A Resolution Approving the Submission of a Capital Improvement Funding  
Request for the Gustavus Volunteer Fire Department Upgrade to  
the 911 Radio System**

**WHEREAS**, the City of Gustavus wishes to provide the community of Gustavus with the best possible service from the volunteer fire department, and

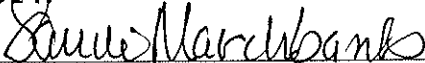
**WHEREAS**, the 911 system used by the fire department is incapable of providing privacy to callers using the 911 system, possibly violating their HIPAA rights, and

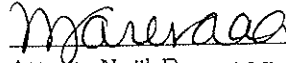
**WHEREAS**, in February, 2013, the FCC passed requirements that this type of radio system become narrow-band systems, which the Gustavus system is not, and

**WHEREAS**, the City recently provided \$51,000.00, as first priority for the safety of fire-fighting volunteers, to buy turn-out gear for fire fighters, replacing turn-out gear that was greatly worn and ten (10) years out of compliance with state regulations

**NOW THEREFORE BE IT RESOLVED** that the Gustavus City Council approves the CIP funding request to the 2014 Alaska Legislature in the amount of \$69,958.00 to redesign and upgrade the present 911 radio system for the community of Gustavus.

**PASSED AND APPROVED by the Gustavus City Council this 13th day of January, 2014.**

  
\_\_\_\_\_  
Sandi Marchbanks, Mayor

  
\_\_\_\_\_  
Attest: Noël Farevaag, City Clerk/Treasurer

## PROJECT SCOPING and DEVELOPMENT FORM

### Part 1. Project Identification

Name of project: **Gustavus 911 System Replacement**

Department: **Gustavus Fire Department**      Contact: **Kelly D Graham**

E-mail: **kelly.graham@gustavus-ak.gov**      Phone: **907-321-0075**

**Part 2. Project Scope** refers to a project's size, goals, and requirements. It identifies what the project is supposed to accomplish and the estimated budget (of time and money) necessary to achieve these goals. Changes in scope will need Council approval.

1. What is the project? *Replacing a non-compliant 911 system*

- What are its goals and objectives? *To bring the Gustavus Volunteer Fire Department radio system into FCC compliance for narrow band radio signal transmission. We want to bring the advantages of a digital radio system while keeping the advantages of an analog system in place. Equally important, we have to protect the HIPA rights of our community members. We are not able to do that with our present system.*
- Who/what will be aided by this project? *Both the fire department and the members of the community.* Who are the targeted stakeholders or customers? *Primarily, the community of Gustavus, but also transports from cruise ships in Glacier Bay.*
- Is a preliminary survey necessary to identify the number of potential customers/users? *No* How will you design and conduct the survey?
- What is NOT covered by this project? What are its boundaries?

2. Why is the project needed?

- What community problem, need, or opportunity will it address?

*The City of Gustavus Volunteer Fire Departments radio system is not in compliance with FCC regulations because the present system is not a narrow-band system. This became a requirement of the FCC in February, 2013. Additionally, our present 911 system is not private. When a caller needs help and calls 911 in the Gustavus service area the call goes out over the radio system to everyone with a radio and a scanner. Any personal medical information*

*relayed is heard by everyone in the community with a radio or scanner.*

- 
- What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?
- *A new system will insure that 911 calls become private within the GVFD/EMS system. We will be able to have caller ID with the hand held radios. Economically, the City needs to be protected from lawsuits related to violations due to HIPA violations.*

3. Where did the idea for this project originate? (Public comments, Council direction, committee work?) *This originated when the present fire chief realized the present radios were non-compliant. Additionally, comments came from both responders and a concerned public over the lack of privacy.*

4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?) **No**

5. What is your timeline for project planning?

- By when do you hope to implement the project? *Early spring (April) 2014.*
- Will the planning or final project occur in phases or stages? *Possibly*

6. What is your budget for the planning process? Will you be using a consultant? *The budget for the design part of the project is \$12,415.00*

7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories.

Design	\$12,415.00
Installation	\$13,055.00
Freight	\$ 2,405.00
Equipment	<u>\$42,084.00</u>
Total cost	\$69,958.00

### **Parts 3., 4., 5., 6. Project Investigation and Development**

#### **Summary:**

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.

*1. The first choice was to replace the whole system with a cost for the total replacement of \$122,141.00.*

2. *The second choice was to use the current analog system with mobile and hand held radios plus add a digital system that can encrypt the radio signal of the phone calls coming into the system. The current analog system was replaced a few years ago and is in good working condition. The second choice is half the cost of the first choice at \$69,958.00*

2. What solution was chosen as the best and why is it the best?

*The second choice was picked because of the cost and results. There is no reason to replace the current analog system which is working and only 2 years old. We can then add the digital repeater to the analog system enabling us to encrypt the 911 calls that go over the radios. The repeater transfers 911 calls from the phone system to the radio digital system. The digital repeater will also cover a greater distance.*

3. Identify your funding source(s). *CIP – Alaska Legislature*
- How will the project be funded initially, and for its operating life?
  - Is there a matching fund requirement? Please provide details.

*The Fire Department has approximately \$5,000.00 that has been collected through fundraising that can be used.*

**Part 4. Environmental, Social, Financial Impacts**

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
<b>Environmental quality?</b> (+ = impact is beneficial; - = harmful)			
• Climate change	x		
• Streams/groundwater quality	x		
• Air quality	x		
• Soils/land quality	x		
• Fish/wildlife habitat, populations	x		
• Plant Resources (timber, firewood, berries, etc)	x		
• Invasive or pest species	x		
• Natural beauty of landscape or neighborhoods	x		
• Neighborhood character	x		
• Noise or other environmental impacts	x		
• Environmental sustainability	x		
• Hazardous substances use	x		
• Community waste stream	x		
• Light pollution at night	x		
<b>Recreational opportunities?</b>			

• Public land use and access	X		
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities	X		
<b>Education/training/knowledge &amp; skill development?</b>			
<b>Public safety?</b>		X	
<b>Public health?</b>		X	
<b>Medical services?</b>		X	
<b>Emergency response?</b>		X	
<b>Economic performance &amp; sustainability?</b>			
• Employment of residents	X		
o Short-term (i.e. construction)	X		
o Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment	X		
• Visitor opportunities/impressions/stays/purchases	X		
• Competitive business environment	X		
• Support for existing businesses	X		
• New business opportunities	X		
• Economic sustainability	X		
• Attractiveness of City to new residents/businesses	X		
<b>City government performance?</b>			
• Infrastructure quality/effectiveness/reach (more people)		X	
• Existing services		X	
• New services	X		
• Cost of City services	X		
• Tax income to City	X		
<b>Transportation?</b>			
• Air	X		
• Water	X		
• Roads	X		
<b>Communications?</b>			
• Internet	X		
• Phone		X	
• TV/radio		X	
<b>Other? (type in)</b>			

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.)

*A new system will provide HIPA compliance. The 911 caller personal information will not be transmitted on an open radio channel*

**and the new system will provide better radio coverage over the Gustavus emergency response system.**

3. Are other projects related to or dependent on this project? **Not presently**

- Is this project dependent on other activities or actions?
- If yes, describe projects, action or activities specifying phases where appropriate.

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (E.g., will the construction of a new facility require additional roads or road maintenance or more internal City staffing?) **No**

5. What regulatory permits will be required and how will they be obtained?

**We will need to upgrade our FCC operation permit in order to upgrade to the digital part of the system. We also need to narrow the band width of the system to be FCC compliant.**

6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project? **Nearly \$70,000.00**

7. Is an engineering design or construction estimate necessary? **No**

8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected? **No**

**Part 5. Project Budget**

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$12,415.00	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$	Travel	\$
Permitting, inspection		Equipment	\$
Site work	\$	Contractual	\$
Construction	\$13,055.00	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment	\$42,083.25	Insurance	\$
Freight	\$ 2,405.00	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list)	\$	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
<b>Total Cost</b>	<b>\$69,958.25</b>	Balance: costs-income	\$



**Part 6. Jobs and Training (required by some granting agencies)**

1. What service jobs will be needed for operation and maintenance? *None*
2. How many full-time, permanent jobs will this project create or retain?  
Create/retain in 1-3 years - *None*  
Create/retain in 3-5 years - *None*
3. What training is necessary to prepare local residents for jobs on this project?  
*None*
4. How many local businesses will be affected by this project and how? *The entire community will be enhanced by the addition of a refurbished 911 system as is any community in the United States. We also perform weekly (sometimes daily) ambulance runs to Glacier Bay National Park during the tourist season. We care for and transport sick and injured individuals from cruise ships touring Glacier Bay. In all the years Gustavus has operated an ambulance, we have never received payment for providing this service, from the Park, or the cruiselines. This radio system will be just one of the items used to provide a better service to those individuals who need our care.*

**Part 7. Business Plan (Upon Council request)**

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project.

Basic components of a business plan:

- The Product/Service
- The Market
- The Marketing Plan
- The Competition
- Operations
- The Management Team
- Personnel

**Part 8. Record of Project Planning and Development Meetings**

1. Please document the manner in which public input was received.
  - Public comment on agenda item at committee or Council meeting
  - Special public hearing
  - Dates and attendance for the above.
  - Written comment from the public (please attach)
2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

**Meeting Record**

Event: (Meeting of committee, Council report, public hearing, etc.	Date:	Agenda Posted (date)	Minutes or record Attached? (yes/no)	Outcome: Rec to Council, requested action of Council, etc.	No. of atten- dees
Council meeting or work sessions	numerous				
Rep. Fran Kerttula; Senator Egan's Assistant, Dana Owen; City council	10/24/13				
Hanna Franc	11/14/13				