Application Checklist

Signed and Dated Emergency Medical Dispatch Grant Application Cover Page
 Completed Emergency Medical Dispatch Grant Budget Worksheet, to include requested funding by category and detailed narrative
 □ CEMDR Agreement/Contract if requesting funds under this category
 □ Medical Director Contract/Agreement if requesting funds under this category
 □ Completed Contractor Authorized Signatory Listing Form signed by a City or Town Official
 □ Completed and Notarized Proof of Authentication of Signature Form for the City or Town Official who signed the Contractor Authorized Signatory Listing Form
 □ Completed and Notarized Proof of Authentication of Signature Form for each Signatory listed
 □ Completed Highlighted Sections, Signed and Dated Standard Contract Form

DO NOT SUBMIT DOUBLE-SIDED APPLICATIONS

All applications with original signatures shall be submitted to:

State 911 Department 151 Campanelli Drive, Suite A Middleborough, MA 02346

FY 2024 Emergency Medical Dispatch Grant

Name of Eligible Entity / PSAP / RECC	Anytown Police Department	Commented [91]: Name of your PSAP / Regional / RECC
Address	15 Main Street	
City/Town/Zip	Anytown, MA 01234	
Telephone Number	617-555-1234	
Fax Number	617-555-4321	
Website	www.anytown-ma.org	
Nome/Title of Authorized Signature	Change Court Chief	Command [02]. N. Gill A. d. S. 165
Name/Title of Authorized Signatory Telephone Number	Shawn Grant, Chief 617-555-1212	Commented [92]: Name of the Authorized Signatory who signs the application.
Email Address	chief@anytownpd-ma.org	Applicant must complete each section / line item.
Eman Address	Chief@anytownpu-ma.org	
Name/Title Dueguen/Contract Monoger	Vala Samasan I instances	Command [02]: V. Cil
Name/Title Program/Contract Manager Telephone Number	Kyle Sampson, Lieutenant 617-555-1214	Commented [93]: Name of the person the State 911 Department can contact and/or the person working on the gra
Email Address		Applicant must complete each section / line item.
Lilian Address	ksampson@anytownpd-ma.org	
Total Grant Funds Requested:	\$ 6,053.25	
Applicant meets the EMD requirements estab	lished by the State 911 Department by:	
Provide EMD in-house utilizing certified emer Emergency Medical Dispatch Protocol Refere		
□ APCO 区 Po	werPhone	
	OR	
Utilizing the following Certified EMD Resourc		
CEMDR's Emergency Medical Dispatch Proto	col Reference System (EMDPRS):	
□ APCO □ Po	werPhone	
Sign below to acknowledge having read and agre listed in the grant guidelines.	ed to the grant conditions and reporting requirements	
Signed under the penalties of perjury this 5	day of <u>July , 2023</u> .	
Chief Shawn Grant ORIGINAL SIGNATURE OF AUTHORIZING SI	GNATORY	

FY 2024 Emergency Medical Dispatch Grant Budget Worksheet

Funding Category	Amount Requested	Detailed Narrative
1. Certified EMD Resource	\$	Name of CEMDR: (Attached copy of the current contract with CEMDR)
2. Emergency Medical Dispatch Protocol Reference System	\$ 1,998.00	PowerPhone Total Response Bronze Package for EMD Protocol EMD Software or EMD Guide/Cardsets, Annual License, Annual Maintenance, O/A Annual Maintenance (Attach quote for this category)
3. Other Emergency Medical Dispatch and Quality Assurance of Emergency Medical Dispatch Services	\$ 4,055.25	Lt. Kyle Sampson conducting EMD Q/A review on 10% of 1,500 EMD calls (amount reported on annual Certification of Compliance form), 30 minutes per call = 75 hours x \$46.75/hr. OT = \$3,506.25 Call Assessment recertification course vendor fee \$129 Officer James Powell is the CPR certified training instructor conducting (3) 4-hour CPR courses at \$35/hr. OT = \$420 For Q/A, PSAPs must provide name of the individual(s), pay rate and number of Q/A review hours you are requesting. Attach contract for Medical Director or Third-party vendor conducting EMD case review for this category. For CPR Instructor, list name of instructor, # of 4-hour courses being taught and OT pay rate.
Total Amount of Emergency Medical Dispatch Grant Funding Requested	\$ 6,053.25	

Commented [9(4]: Costs associated with EMD Guide/Cardsets or EMD Software and Annual Maintenance Fees of EMD/QA

Commented [9(5]: Vendor fee is only for those personnel who are NOT a certified telecommunicator/does not answer 911 calls for your PSAP

Commented [9(6]: ONLY if CPR instructor is NOT a certified telecommunicator/does not answer 911 calls for your PSAP

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the <u>Standard Contract Form Instructions and Contractor Certifications</u>, the <u>Commonwealth Terms and Conditions for Human and Social Services</u> or the <u>Commonwealth IT Terms and Conditions</u> which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: https://www.maccomptroller.org/forms.
Forms are also posted at OSD Forms: https://www.maccomptroller.org/forms.

CONTRACTOR LEGAL NAME: City of Anytown (and d/b/a): Anytown Police Department		COMMONWEALTH DEPARTMENT NAME: State 911 Department MMARS Department Code: EPS			
Legal Address: (W-9, W-4,T&C): 15 Main Street, Anytown, MA 07128		Business Mailing Address: 151 Campanelli Drive, Suite A, Middleborough, MA 02346			
Contract Manager: Lt. Kyle Sampson	Phone: 617-555-1212	Billing Address (if different):			
E-Mail: ksampson@anytownpd.org	Fax: 617-555-1213	Contract Manager: Cindy Reynolds Phone: 508-821-7299			
Contractor Vendor Code: VC		E-Mail: 911DeptGrants@mass.gov	Fax: 508-828-2585		
Vendor Code Address ID (e.g. "AD001"): AD		MMARS Doc ID(s): CT EPS EMDG			
(Note: The Address Id Must be set up for EFT payme	nts.)	RFR/Procurement or Other ID Number: FY24	4 EMDG		
X NEW CONTRA PROCUREMENT OR EXCEPTION TYPE: (Check on		Enter Current Contract End Date <u>Prior</u> to Am	T AMENDMENT pendment: 20		
Statewide Contract (OSD or an OSD-designated D	•	Enter Amendment Amount: \$ (or *			
Collective Purchase (Attach OSD approval, scope	. ,	AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)			
X Department Procurement (includes State or Fed	eral grants <u>815 CMR 2.00</u>)	Amendment to Scope or Budget (Attach updated scope and budget)			
(Attach RFR and Response or other procurement		Interim Contract (Attach justification for Interim Contract and updated scope/budget)			
Emergency Contract (Attach justification for emer		Contract Employee (Attach any updates to			
Contract Employee (Attach Employment Status For Legislative/Legal or Other: (Attach authorizing lan	,	<u>Legislative/Legal or Other:</u> (Attach author and budget)	izing language/justification and updated scope		
budget)	guage/justilication, scope and	and budget)			
The Standard Contract Form Instructions and Cont into this Contract and are legally binding: (Check Commonwealth IT Terms and Conditions					
COMPENSATION: (Check ONE option): The Departm					
the state accounting system by sufficient appropriation					
Rate Contract (No Maximum Obligation. Attach de					
X Maximum Obligation Contract Enter Total Maxi			,		
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days% PPD; Payment issued within 20 days% PPD; Payment issued within 20 days% PPD; Payment issued within 30 days% PPD. PPD. If PPD percentages are left blank, identify reason: X_agree to standard 45 day cyclestatutory/legal or Ready Payments (M.G.L. c. 29, § 23A); only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)					
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Contract is for the reimbursement of funds under the State 911 Department FY 2024 Emergency Medical Dispatch Grant as authorized and awarded in compliance with grant guidelines and grantee's approved application.					
ANTICIPATED START DATE: (Complete ONE option	only) The Department and Contra	ctor certify for this Contract, or Contract Amendm	nent, that Contract obligations:		
X 1. may be incurred as of the Effective Date (latest					
_3. were incurred as of, 20, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.					
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2024</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.					
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract. AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:					
	<u>Date: 7/5/2023.</u>	X:			
(Signature and Date Must Be Captured At	Time of Signature)	(Signature and Date Must Be Captured At Time of Signature)			
Print Name: Shawn Grant	<u>.</u>	Print Name: Frank Pozniak .			
Print Title: Chief of Police	.	Print Title: <u>Executive Director</u>			

Commented [97]: The LEGAL Contractor is your City or Town NOT the PSAP/PD

Commented [98]: (d/b/a) Doing Business As = Your PSAP/Department

Commented [99]: Enter the legal address of your City or Town NOT the PSAP address.

Commented [910]: THIS IS A LEGAL DOCUMENT AND MUST BE 1 PAGE. If a PSAP cannot print this on 1 page, please contact the State 911 Department for help.

Contractor Legal Name: City of Anytown Contractor Vendor/Customer Code:

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Shawn Grant	Chief of Police
Kyle Sampson	Lieutenant

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Gerald Mayour

Date. · <u>7/2/2023</u>

Signature

Name and Title: Gerald Mayour, Mayor

Telephone: 617-555-1211

Fax: 617-555-1210

Email: Mayor@anytown-ma.org

[Listing cannot be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

Commented [911]: A community may list as many individuals as they deem necessary for effective management of the grant. The State 911 Department recommends at least two.

Commented [912]: The State 911 Department requires a separate notary form for the City / Town Official that signs the Contractor Authorized Signatory Listing Form above.

Commented [913]: THIS IS A LEGAL DOCUMENT AND MUST BE 1 PAGE. If a PSAP cannot print this on 1 page, please contact the State 911 Department for help.

REMINDER:

THE STATE 911 DEPARTMENT REQUIRES A NOTARIZED PROOF OF AUTHENTICATION OF SIGNATURE FORM FOR THE PERSON WHO SIGNS THE CONTRACTOR AUTHORIZED SIGNATORY LISTING FORM ABOVE AND FOR EACH PERSON LISTED AS AN AUTHORIZED SIGNATORY.

Commented [9(14]: Applications must include the City / Town Official's <u>notary form</u> that signed the Contractor Authorized Signatory Listing Form above.

PROOF OF AUTHENTICATION OF SIGNATURE

Contractor Legal Name: City of Anytown Contractor Vendor/Customer Code:

My MA Commission expires on: October 22, 2025

evidence of identification, which was

signatory for the Contractor.

Corporate Clerk Signature

On this

appeared

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing. This Section MUST be completed by the Contractor Authorized Signatory in presence of notary. Signatory's full legal name (print or type): Gerald Mayour Title: Mayor of Anytown X Gerald Mayour Signature as it will appear on contract or other document (Complete only in presence of notary): AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS: On this _2 day of July, 2023 before me, the undersigned notary public, personally appeared Gerald Mayour (name of document signer), proved to me through satisfactory evidence of identification, which was Massachusetts Driver's License, to be the person whose name is signed above and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose as an authorized signatory for the Contractor. Notary Public Notary Public Signature

signed above and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose as an authorized

AFFIX NOTARY SEAL

, to be the person whose name is

AFFIX CORPORATE SEAL

, 20 before me, the undersigned corporate clerk, personally

(name of document signer), proved to me through satisfactory

Commented [915]: THIS IS THE NEW NOTARY FORM. This form MUST be completed for **each individual listed** on the Contractor Authorized Signatory Listing form **AND** the person who signs that form.

Commented [916]: THIS IS A LEGAL DOCUMENT AND MUST BE I PAGE. If a PSAP cannot print this on 1 page, please contact the State 911 Department for help.

Contractor Legal Name: City of Anytown Contractor Vendor/Customer Code:

PROOF	OF	AUTHEN	NTICATION	N OF SI	GNATURI

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):	Shawn Grant
Title: Chief of Police	
Title. Chief of Fonce	-

x Chief Shawn Grant

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

On this 2 day of July, 2023 before me, the undersigned notary public, personally appeared Shawn Grant (name of document signer), proved to me through satisfactory evidence of identification, which was Massachusetts Driver's License, to be the person whose name is signed above and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose as an authorized signatory for the Contractor.

Notarv Public

Notary Public Signature

My MA Commission expires on: October 22, 2025

AFFIX NOTARY SEAL

Commented [918]: THIS IS A LEGAL DOCUMENT AND MUST BE 1 PAGE. If a PSAP cannot print this on 1 page, please contact the State 911 Department for help.

Commented [917]: THIS IS THE NEW NOTARY FORM.
This form MUST be completed for each individual listed on the
Contractor Authorized Signatory Listing form AND the person who

signs that form.

On this	_day of, 20	before me, the undersigned corporate clerk, personally
appeared		_ (name of document signer), proved to me through satisfactory
evidence of iden	tification, which was	, to be the person whose name is
signed above an	d acknowledged to me that (he) (s	she) signed it voluntarily for its stated purpose as an authorized
signatory for the	Contractor.	
Corporate Clerk	Signature	AFFIX CORPORATE SEAL

Contractor Legal Name: City of Anytown **Contractor Vendor/Customer Code:**

PROOF OF AUTHENTICATION OF SIGNATURE

This page is ontional and is available for a denartment to authenticate contract signatures. It is recommended that

Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.
This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.
Signatory's full legal name (print or type): <u>Kyle Sampson</u>
Title: <u>Lieutenant</u>
X Kyle Sampson
Signature as it will appear on contract or other document (Complete only in presence of notary):
AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:
On this 2 day of July, 2023 before me, the undersigned notary public, personally appeared Kyle Sampson (name of document signer), proved to me through satisfactory evidence of identification, which was Massachusetts Driver's License, to be the person whose name is signed above and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose as an authorized signatory for the Contractor.
Notary Public Signature
My MA Commission expires on: October 22, 2025 AFFIX NOTARY SEAL
On this
On this day of, 20 before me, the undersigned corporate clerk, personally appeared (name of document signer), proved to me through satisfactory
evidence of identification, which was, to be the person whose name is
signed above and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose as an authorized
signatory for the Contractor.
Corporate Clerk Signature AFFIX CORPORATE SEAL

Commented [919]: THIS IS THE NEW NOTARY FORM.
This form MUST be completed for each individual listed on the
Contractor Authorized Signatory Listing form AND the person who
signs that form.

Commented [920]: THIS IS A LEGAL DOCUMENT AND MUST BE 1 PAGE. If a PSAP cannot print this on 1 page, please contact the State 911 Department for help.



1321 Boston Post Rd Madison, CT 06443 Quote

Quote Number: 111111

Date: 06/07/2023

Valid Until:

10/31/2023

Bill To____Ship To

Anytown Police Department 25 Police Street Anytown, MA 01234

Anytown Police Department

Quantity	Part Number:	Product	List Price	Unit Price	Ext. Price	Discount
. 1	TRBRONZE	Total Response Bronze Package Includes: 2 CACH Lite full service licenses to support emergency medical	\$1,998.00	\$1,998.00	\$1,998.00	\$0.00
2	TRBMAINT	Annual Software Maintenance Due 13 months after software delivery	\$99.90	\$99.90	\$199.80	100.00%
			Su	btotal:		\$2,197.80
			Di	scount:		\$199.80
				scounted ibtotal:		\$1,998.00
			Та	x:		\$0.00
			Sh	ipping:		\$0.00
			То	tal:		\$1,998.00
Grand Total						
Currency: USD Tax Rate: 0.009		Currency: USD	Su	btotal:		\$1,998.00
			Dis	scount:		\$199.80
		Tax Rate: 0.00%	Та	x:		\$0.00
		Shipping Provider:	Sh	ipping:		\$0.00
			To	tal:		\$1,998.00