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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

DATE: 2/25/2013
TO: MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DWS*
RE: RESOLUTION – DEMHS TRANSRECEIVER

Attached for your review is a resolution that will allow the City of Danbury to accept equipment through the State of Connecticut Department of Emergency Management and Homeland Security (DEMHS) grant program.

The City will receive a radio trans-receiver valued at \$1,239.95 which will allow the Emergency Operations Center (EOC) to communicate with other local EOC's within the region.

The City Council is respectfully requested to consider this resolution at its next meeting.

Attach.

DWS/sk

Cc: P. Estefan



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2013

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the Connecticut Department of Emergency and Homeland Security (DEMHS) has notified the City of Danbury of an opportunity to request equipment through its grant program; and

WHEREAS, this program will allow the City to receive a mobile trans-receiver valued at \$1,239.95 at no cost to the City; and

WHEREAS, this receiver will be used in the City's Emergency Operations Center.

NOW THEREFORE, BE IT RESOLVED THAT Mayor Mark D. Boughton, or his designee, Paul D. Estefan, Director of Emergency Management, are hereby authorized to apply for and accept said funding and are authorized to sign any contracts or documents in connection therewith to effectuate the purposes of said grant.

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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

PAUL D. ESTEFAN
DIRECTOR CIVIL PREPAREDNESS

(203) 797-4630

February 21, 2013

Mayor Mark D Boughton

Honorable Member of the City Council

City of Danbury

Dear Mayor Boughton & Honorable Members of the City Council,

Attached is a document from the State of Connecticut Department of Emergency Management for an ICOM 7000 mobile transceiver. This radio operates on the Amateur Radio Band, Commonly known as the HAM Band. There is no cost for the City to receive this ICOM 7000 Transceiver which will be used in the Cities Emergency Operations Center.

The value of this ICOM 7000 is \$1,239.95.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul D Estefan".

Paul D Estefan

Director

Civil Preparedness

City of Danbury

Cc: File Estefan103





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**STATE OF CONNECTICUT
DEPARTMENT OF
EMERGENCY MANAGEMENT & HOMELAND SECURITY**



Interoperable Communications Request Form

(Revised September 2009)

(For use by State Agencies and All DEMHS Sub-Grantees)

Municipality/Agency/COG:	<u>Danbury, CT</u>	Original Signature Is Required. Faxed Copies Will Not Be Accepted.
Address:	<u>155 Deer Hill Avenue, CT 06810</u>	
Point of Contact Name:	<u>Paul Estefan</u>	
Point of Contact Phone:	<u>203-797-4630</u>	

Does the requesting agency have a written policy specifying the use of plain language in communications as outlined in the National Incident Management System (NIMS)? Yes: No: If Yes please attach a copy.

Proposed funding source supporting activity: State Homeland Security Grant Program – 21877

A. Individual Equipment Only "Single Unit Type" purchase (Requestor should attach a quote from a vendor identifying specifics of equipment purchase)

Portable Radio Qty: _____ Mobile Radio Qty: 1 Control Station Qty: _____
 Single Base Transmitter Repeater: Portable Cross Band Repeater Unit:
 Estimated Cost of Equipment: \$1,239.95

Describe how equipment will be used and frequencies that equipment will be programmed to operate on:
 ICom 7000 mobile transceiver will be positioned as a base station at the Danbury EOC, located in the Danbury City Hall, 155 Deer Hill Avenue, and operated by licensed amateur radio operators. The operators will communicate on frequencies authorized for amateur use on amateur bands from 80 meters to 70cm, but primarily on the 6 meter/2 meter/70 cm bands. Radio will be used to communicate with other local EOCs in Region 5 and with the DESPP/DEMHS Region 5 Office.

Frequency	Name of Licensee	FCC Call Sign	Written Authorization to Use on File (Yes/No)
FCC Authorized Amateur Frequencies	See "FCC Call Sign" Box	Operators' FCC-Assigned Call Sign	N/A

B. Total "System" Purchases Proposal (See Information on System Purchases in attached guidance documents)
 Please provide a brief synopsis of the proposed system:

Signatures required:

✓ _____ ✓ _____
 Chief Elected Official or Sub-Grant Financial Officer (Sign & Date) Point of Contact or Requestor (Sign & Date)

 DEMHS Emergency Telecommunications Manager Signature (Sign & Date)

I certify that this project is in compliance with the State of Connecticut Communications Interoperability Plan and the standards established by the State of Connecticut Interoperable Communications Committee (see attached) and recommend procurement.

The State of Connecticut Interoperable Communications Committee has denied the request and does not recommend procurement as requested for the following reason:

 DEMHS Emergency Telecommunications Manager Signature (Sign & Date)

 Program Manager/EPPS Signature (Sign & Date)

I certify that funding has been budgeted and is available for the stated project.

Please mail this form with original signatures to: (Faxed copies will not be accepted)

**CITY OF DANBURY, CONNECTICUT
EMERGENCY
COMMUNICATIONS POLICY**

**Addendum
To
Communications Annex
Of The
City of Danbury Emergency Operations Plan**

It is the policy of all City of Danbury departments and agencies to use plain language when conducting emergency communications, in accordance with the standards of the National Incident Management System (NIMS). All departments and agencies will avoid the use of brevity codes during multi-agency, multi-jurisdictional and multi-discipline events.

Mark D. Boughton
Mayor
City of Danbury, CT

Date

Paul Estefan
Emergency Management Director
City of Danbury, CT

Date