



AMERICAN RESCUE PLAN ACT (ARPA) LOCAL RECOVERY FUNDS REQUEST FOR FUNDING **INTERNAL LEWIS COUNTY ONLY**

If you have questions or need assistance, please contact:

Becky Butler, Budget Administrator at becky.butler@lewiscountywa.gov or 360-740-1198 or

Erik Martin, County Manager at erik.martin@lewiscountywa.gov or 360-740-2697

Email completed form to the Budget Department
becky.butler@lewiscountywa.gov



Funding Request - American Rescue Plan Act (ARPA) Local Recovery Funds

The ARP Act provides that payments from the Fund may only be used to cover the following:

1. Respond to the COVID-19 public health emergency or its negative economic impacts;
Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
2. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
3. To make necessary investments in water, sewer, or broadband infrastructure.

Funding request will be evaluated on the following criteria:

- Statement of the Problem/Description of the Issue
- Project Design and Implementation
- Plan for Collecting the Data (if required for reporting)
- Budget

Other review criteria may include geographic diversity, strategic priorities, available funding, past performance, and explanation of project costs that are reasonable, necessary, and otherwise allowable under the American Rescue Plan Act Section 9901.

Please contact Becky Butler, Budget Administrator, with questions [or to email your completed application along with supporting documentation] at becky.butler@lewiscountywa.gov or 360-740-1198. Funding request will be reviewed and monies distributed as they are received.

Lewis County, American Rescue Plan Act (ARPA) Local Recovery Funds

Funding Request Technical Guidelines, Recommendations, and Checklist

When ARPA funding requests are received by the Budget Department and County Manager, they will undergo a preliminary technical screening to ensure that all needed documents are included and filled out correctly.

This review is not a policy or approval review. Funding request that pass this initial screening are forwarded to the Board of County Commissioners (BOCC) for final funding evaluation and approval.

Funding requests that do not pass this initial technical screening are immediately notified via return email, along with a list of what needs to be corrected or included. To help ensure that your request passes the initial screening and is expedited to the BOCC, please use the following checklist as a guideline:

- X Are all questions on your funding request form completed? If additional space is needed, please feel free to add more pages. The more descriptive and detailed you can be in supporting your request, the better.
- X Is your application form signed by your office or department authorized representative?
- X Have you completed the [Excel] eligible categories funding worksheet?
- X Does your worksheet total equal the total amount requested on your request form?
- X For projected / estimated / future costs, have you included copies of bids, quotes, contracts, or other written estimates? Do they total to the same amounts as displayed on your funding worksheet? For ease of review include a summary of these documents.
- X Have you included sales (or other) taxes, cost of permits, staffing and employer benefits, cost of engineering, costs for installation, costs for electrical, or other costs as appropriate?
- X If your application includes Technology or Facility Acquisition / Redesign costs, full documentation of all requested costs must be included along with eligibility justification as outlined in the U.S. Treasury Final Rule.

Section One: Overview

Applicant Information

Name and Title of Elected, Director or Administrator: **Matt Jaeger**

Office or Department Name: **Lewis County Information Technology**

Amount Requested: **\$248,554.04**

Has your office/department received CARES or other COVID relief funding from outside of the County?

☐ No ☒ Yes

Amount **Approx. \$690,000 awarded from AOC for Superior Court Video Project via CRF. This was technically processed by Superior Court.**

Brief justification statement, including priority of costs for potential funding [Attach Additional Pages as Needed]

In 2020, we secured CRF funding from AOC to outfit Superior and District Court Courtrooms with the technology needed for Video Courts to accommodate social distancing and health safety for the Public, County Staff, County Judges, Jail Staff, Inmates, and others within the judicial and law enforcement operations. It provided the ability for the Courts to still function during pandemic safely.

This was a large scale project in scope as each Courtroom was very deficient technologically. In 2020, we:

- Added Cisco Room Kits, TVs, Cameras, and Crestron Touch Controllers to all 8 Courtrooms
- Replaced all old A/V racks with new A/V racks.
- Installed DSPs, switches, encoder/decoders.

- Reused old Amplifiers in most cases (except Superior Court 1, DC 1 & DC2)
- All systems integrated into existing room speakers and mics. Most everything has new wiring run, including mic wiring. (Added speakers in DC1 and 2 due to no previous room reinforcement)
- Cleaned out all the closets

With funding considerations and length of time needed, we couldn't implement every aspect we needed to address with the initial project. I've identified several other issues that need attention that all directly or indirectly impact the Video Conferencing ability to run the Courtrooms.

Current Issues Identified:

- 1.FTR recording inadequate due to microphone setup and quality. We also have to consider how to properly mix in the Webex audio in a hybrid environment. In person and Webex at the same time.
2. Judges need better control over room reinforcement and the ability to control different zones easily. (I.E. front of the room vs. gallery) With the Webex systems, the inability to have more control over the house speakers has become apparent. The Judges cannot control participants connecting in with phones, or talking in other environments that are typically much noisier than a Courtroom. By being able to have more control over room reinforcement, we can overcome any deficiencies with participants technology setups.
3. Old mics in every District Courtroom. District Court has extremely old microphones which impact how well the audio quality is going out to Webex participants.
- 4.Better sound quality of ceiling speakers and adjust the location of the speakers for proper hearing for the Court clerks. This is in conjunction with room reinforcement control. Most of the courtrooms are using older speakers that are difficult to hear, especially with quiet speaking Webex participants or participants using quiet microphones on their computer or phone. Also, speaker placement needs professionally engineered. This will provide an opportunity to engineer where the speakers are placed in the ceiling for the Court reporter and others. It is crucial step that is typically overlooked.
5. Superior Court gallery microphones not adequate for room reinforcement. Rooms 1, 2, and 3. If any participant is speaking in the gallery, it is very faint audio, if any that will make it to a Webex participant.
6. Power reliability. We need to address power concerns with the new equipment to have a safe and quick way to reboot, if needed by Court staff. This could potentially fix any issues within 3 - 5 minutes without the need of IT support.

Request Categories [Check All That Apply]

For additional definitions related to the categories below see U.S. Treasury Interim Final Rule pages 3-21. <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

1: Public Health		3: Services to Disproportionately Impacted Communities		5: Infrastructure Continued	
1.1 COVID-19 Vaccination ^	☐	3.1 Education Assistance: Early Learning* ^	☐	5.8 Clean Water: Water Conservation	
1.2 COVID-19 Testing ^	☐	3.2 Education Assistance: Aid to High-Poverty Districts ^	☐	5.9 Clean Water: Nonpoint Source	☐
1.3 COVID-19 Contact Tracing	☐	3.3 Education Assistance: Academic Services* ^	☐	5.10 Drinking water: Treatment	☐
1.4 Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*	☐	3.4 Education Assistance: Social, Emotional, and Mental Health Services* ^	☐	5.11 Drinking water: Transmission & Distribution	☐
1.5 Personal Protective Equipment	☐	3.5 Education Assistance: Other* ^	☐	5.12 Drinking water: Transmission & Distribution: Lead Remediation	☐
1.6 Medical Expenses (including Alternative Care Facilities)	☐	3.6 Healthy Childhood Environments: Child Care* ^	☐	5.13 Drinking water: Source	☐
1.7 Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	☐	3.7 Healthy Childhood Environments: Home Visiting* ^	☐	5.14 Drinking water: Storage	☐
1.8 Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)	☒	3.8 Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^	☐	5.15 Drinking water: Other water infrastructure	
1.9 Payroll Costs for Public Health, Safety, and Other Public Sector Staff	☐	3.9 Healthy Childhood Environments: Other* ^	☐	5.16 Broadband: "Last Mile" projects	☐

Responding to COVID-19					
1.10 Mental Health Services*	☐	3.10 Housing Support: Affordable Housing* ^	☐	5.17 Broadband: Other projects	
1.11 Substance Use Services*	☐	3.11 Housing Support: Services for Unhoused Persons* ^	☐	6: Revenue Replacement	
1.12 Other Public Health Services	☐	3.12 Housing Support: Other Housing Assistance* ^	☐	6.1 Provision of Government Services	☐
2: Negative Economic Impacts		3.13 Social Determinants of Health: Other* ^	☐	7: Administrative	
2.1 Household Assistance: Food Programs* ^	☐	3.14 Social Determinants of Health: Community Health Workers or Benefits Navigators* ^	☐	7.1 Administrative Expenses	☐
2.2 Household Assistance: Rent, Mortgage, and Utility Aid* ^	☐	3.15 Social Determinants of Health: Lead Remediation ^	☐	7.2 Evaluation and Data Analysis	
2.3 Household Assistance: Cash Transfers* ^	☐	3.16 Social Determinants of Health: Community Violence Interventions* ^	☐	7.3 Transfers to Other Units of Government	
2.4 Household Assistance: Internet Access Programs* ^	☐	4: Premium Pay		7.4 Transfers to Non-entitlement Units (States and territories only)	
2.5 Household Assistance: Eviction Prevention* ^	☐	4.1 Public Sector Employees	☐		
2.6 Unemployment Benefits or Cash Assistance to Unemployed Workers*	☐	4.2 Private Sector: Grants to Other Employers	☐		
2.7 Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* ^	☐	5: Infrastructure			
2.8 Contributions to UI Trust Funds	☐	5.1 Clean Water: Centralized Wastewater Treatment	☐		
2.9 Small Business Economic Assistance (General)* ^	☐	5.2 Clean Water: Centralized Wastewater Collection and Conveyance	☐		
2.10 Aid to Nonprofit Organizations*	☐	5.3 Clean Water: Decentralized Wastewater	☐		
2.11 Aid to Tourism, Travel, or Hospitality	☐	5.4 Clean Water: Combined Sewer Overflows	☐		
2.12 Aid to Other Impacted Industries	☐	5.5 Clean Water: Other Sewer Infrastructure	☐		
2.13 Other Economic Support* ^	☐	5.6 Clean Water: Stormwater	☐		

2.14 Rehiring Public Sector Staff	☐	5.7 Clean Water: Energy Conservation	☐
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**Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions.*

^Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities.

Definitions for water and sewer expenditure categories can be found in the EPA's handbooks. For "clean water" expenditure category definitions, please see:

<https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>.

For "drinking water" expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-state-revolving-fund-national-information-management-system-reports>.

Section Two: Proposal details

Please describe the problem or need which you seek to solve.

Perform necessary enhancements to the Superior and District Courtrooms Audio/Video solution to correct deficiencies caused by aging equipment. Six issues identified directly/indirectly relating to the ability for the Video Conference equipment to perform as needed for proper court proceedings and the ability to hold remote Courts, as well to continue to provide access to the public, staff, and inmates safely.

Please describe the purpose and objectives of your proposal.

To address each of the six issues identified to ensure every Courtroom is properly setup for equal access for in person and remote participants. Fix deficiencies so that any potential hearing, sound, recording issues are the same, regardless of how a person is participating. (Jail, Remote (Citizen, Attorneys), and In-Person) Ensure that public safety, health, and remote proceedings can continue during the pandemic.

Please provide an overview of your proposed timeline.

We've already had site walks with the previous vendor and a quote on-hand. Vendor needs 45 days notice from Purchase Order subject to change if supply-chain issues cannot be overcome.

Please provide your proposed costs for the project. [This must tie back to the funding worksheet]

\$248,554.04

Please list any partners in this proposal and the partner's role (internal or external)

Superior Court, District Court. Vendor - Ednetics / Avidex who is the A/V installer.

Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

A/V Equipment of this nature have expected lifespans of 7 - 10 years. Lewis County IT will work with Superior and District Court to identified needed savings to plan for replacement. Similar to how we handle ER&R for our existing Computers for Lewis County.

Section Three: Evaluation information

Please describe the desired measurable outcomes and their anticipated timeline.

Outcomes based on the 6 identified issues identified above:

Proposed outcomes based on the identified issues:

1. Install ceiling array microphones to enhance FTR recordings. Remove reliance on the USB -> Ethernet to the Behringer and route the feeds through the DSP to ensure Webex audio is properly captured.
2. Rewire all room reinforcement (speakers) for separate zones, install new amplifiers, and integrate control into the Crestron to provide similar experience for both in-person and remote participants.
3. Replace all the goosenecks mics in District Court with new that have hold to mute options vs. the "on off" toggle to provide similar experience for both in-person and remote

participants.

4. Upgrade old ceiling speakers to new for better sound quality. Engineer placement to ensure Court reports can properly hear Webex participant audio.

5. Replace the old gallery amplifiers in Superior Courts 2 & 3. Replace all existing gallery drop down microphones with new microphone arrays in Superior Courts 1, 2, and 3. Integrate control into the Crestron to ensure Webex participants can properly hear from anywhere in the Courtroom audio is being presented.

6. Install UPS backups in each closet and power sequencers for the racks for graceful shutdowns in case of power outage and to eliminate the possibility of a long-term Courtroom failure that could impact the scheduling and ability to handle remote Courts.

Please describe how you intend to measure and report on the effectiveness of the proposal.

We already have analytic data setup for all 8 Courtrooms and can provide and prove the effectiveness and usage of the current system. We can look at those trends pre and post this project. Also, the identified sound issues can be quantified by testing and feedback from the Judges, Court Reporters ability to hear, and Webex participants, including Jail to assess quality. Engineers on-site from the Vendor will work with each stakeholder to get buy-off on the changes and if they are acceptable.

Section Four: Supplementary information

Please upload/attach ARPA eligible categories funding worksheet.

Attached.

Please include any supplementary documents which you feel will be essential to the BOCC review.

Attached Proposed Quote.

Are any of the costs associated with collaboration between other agencies, organizations or offices?

☒ No ☐ Yes [Explain]

N/A

Additional Notes Regarding Justification under the Interim Final Rule

We are using Public Health 1.8 for justification.

The interim final rule states that *“The Fiscal Recovery Funds build on and expand the support provided to these governments over the last year, including through the Coronavirus Relief Fund (CRF)”* It also states *“Payments from the Fiscal Recovery Funds help to ensure that State, local, and Tribal governments have the resources needed to continue to take action to decrease the spread of COVID-19 and bring the pandemic under control”*. It makes numerous other references to provide support for isolation or quarantine; or support for vulnerable populations to include capital investments in public facilities to meet pandemic operational needs,. We previously used CRF funds for the initial Courts Video Project. The Interim final rule states regarding acceptable uses under Public Health, *“ These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.”*.

It’s important that we address these identified issues with the Courts to continue our mitigation efforts during the pandemic and ensure that Courts can remain operational to their best ability and continue to provide efficient and safe service to the community, County Staff, Jail Staff, inmates, and others.

Section Five: Contact information

Name.

Matt Jaeger

Email address.

matt.jaeger@lewiscountywa.gov

Phone number.

360-740-3346

Authorized Representative: _____

Signature: _____

Date: _____