



Missouri Police Chiefs Charitable Foundation

1001 East High Street, Jefferson City, MO 65101 573-636-5444, fax 573-636-6634

Missouri Law Enforcement LiveScan Project

Award Letter

Date: May 1, 2019
To: Columbia Police Department
From: Sheldon Lineback, MPCCF Executive Director
Equipment: ELSA Live Scan Station
Award Year: FY Fiscal Year
Contract Number: State Appropriation FY Fiscal Year
Grant Award Amount: \$18,125.00
Equipment Amount: 1

It is our pleasure to inform you that your application for Live Scan Station has been selected for award. This project is funded under the Law Enforcement Terrorism Prevention Program in which the Missouri Police Chiefs Charitable Foundation was selected to manage.

Your agency award includes the following:

ELSA LiveScan Station Cabinet Booking Workstation, Palms and Rolled Fingerprints including:

1. ELSA LiveScan Station Application Software
2. FBI Appendix F Certified Ten-print/Palmprint 500PPI Scanner.
3. Computer, monitor, keyboard
4. Ruggedized Cabinet (fixed-height)
5. FBI Certified Duplex Card printer (Finger & Palm)
6. Foot pedal for hands free advancement
7. Standard Missouri Workflows and Profiles
8. 2-Finger FAST ID
9. Installation/On-site Training
10. Warranty: 1 year on-site Advantage Solution warranty, 9 X 5. Next day on-site response and parts replacement after first year agency is responsible for maintenance.
11. Freight / Standard shipment is 30 days from order.

Missouri Police Chiefs Charitable Foundation will as its deliverables under this award:

1. Will confirm shipping instructions and ship the device to the awarded agency.
2. MPCCF will coordinate with awarded agency in scheduling the installation which will be done by vendor and the Missouri Highway Patrol.
3. The MPCCF will provide a property transfer document for the awarded agency to sign and return to the MPCCF documenting the acceptance and transfer of all equipment relating to this award.
4. The MPCCF will provide a Completed Project Document to the awarded agency for signature upon the installation of the device which will serve to verify that the service is completed and the agency is satisfied with the service provided.

Awarded agency will in accepting this award:

1. Sign this award Letter.
2. Provide the MPCCF the awarded agency contract for this project by completing the (Missouri Law Enforcement LiveScan Project Contact Form) which is attached.
3. Sign the Property Transfer Document upon the receipt of the unit under this project. (This document will be provided during the installation and training.)
4. Agency will utilize, and meet all requirements by policy, state and federal law for the use of the equipment provided by this award.
5. Agency assumes all maintenance, up keep, and operation of all hardware, software, unit, and training as this award is a one- time allocation.
6. If there are repairs requiring replaced or if the system comes to its end of life that the awarded completes and sends an "Equipment Disposition Request Form" to the MPCCF at slineback@mopca.com. (This form is attached to this letter).
7. Agency will comply with all federal, state, local, and administrative laws relating to, but not limited to reporting requirements involving award funds origination.

In affixing the required signatures of the local governmental body and the law enforcement agency agree to the responsibilities and terms of this award.

For the local governmental body and law enforcement agency:

Applicant Authorized Official ; *John Glascock, Interim City Manager*

Date

Applicant Project Director ; *Groff Jones, Interim Police Chief*

Date

For the Missouri Police Chiefs Charitable Foundation

MPCCF Chairman or MPCCF Executive Director

Date

Upon signing this Award Letter, the MPCCF will sign and return a copy to your agency and will establish delivery and installation arrangements with you designated Project Contact. If you choose to decline this award please send an email or letter to Sheldon Lineback, MPCCF Executive Director at the address on this letter or at slineback@mopca.com.

Approved as to form:

N

City Counselor



State Appropriation FY

LiveScan AWARD CONTACT FORM

Last Name: Blaska

First Name: Jim

Agency: Columbia Police Department

Address: 600 E Walnut St

Columbia MO 65201

Phone: 573-874-6336

Cell/Mobile: NA

Email: James.Blaska@como.gov

Please return to: MPCCF
1001 East High Street
Jefferson City, MO 65101
Fax: (573) 636-6634
Email: slineback@mopca.com

Equipment Disposition Request Form

Purpose of Disposition of Equipment/Property: When original or replacement equipment acquired with Homeland Security (HS) funds is no longer needed for the original project or program, the equipment may be retained, sold, or disposed, if not needed in any other Federally sponsored program. This form may be utilized to request to remove an equipment item from the inventory:

- 1) The subrecipient must obtain written (email) approval from the Division of Grants prior to disposing of any equipment purchased with HS funds.
 - a. Equipment with the per item fair market value of less than \$5,000.00 may be retained, sold, or disposed with no further obligation to the awarding agency.
 - b. Equipment with a per item fair market value of \$5,000.00 or more may be retained or sold. If sold, the awarding agency (OHS) shall have a right to the fair market value proceeds from the sale of the equipment.
 - c. See 2 CFR 200.313 Equipment and other capital expenditures, and the Missouri Office of Homeland Security, Division of Grants, Local and State Assistance Administrative Guide for Homeland Security Grants.
- 2) This form along with the approval will need to be maintained in the subrecipient grant files.
- 3) If requesting disposition of multiple equipment items at one time you may attach a spreadsheet that includes all if the information below. Also select, See attached ☐

Requestor Name:	Job Title:	Agency:	Phone Number:	Signature:	Date:
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.		Click here to enter a date.

Equipment Detail:

Region:	Choose an item.	County:	Click here to enter text.
Fiscal Year Purchased:	Click here to enter text.	Grant Program:	Choose an item.
Title Holder Agency:	Click here to enter text.	Equipment Location:	Click here to enter text.
Equipment Description:	Click here to enter text.	Manufacturer and Model:	Click here to enter text.
Identification Number/Serial Number:	Click here to enter text.	Quantity:	Click here to enter text.
Acquisition Cost:	Click here to enter text.	Acquisition Date:	Click here to enter text.
Current Market Value:	Click here to enter text.	% of Federal funds used in acquisition:	Click here to enter text.
Requested Method of Disposition:	Click here to enter text.		
Reason for Retirement: (Check appropriate box and not comments below)	<input type="checkbox"/> Expired (past useful shelf life)	<input type="checkbox"/> Missing or lost	
	<input type="checkbox"/> Obsolete (not in use)	<input type="checkbox"/> Transferred	
	<input type="checkbox"/> Disposed or discarded	<input type="checkbox"/> Stolen	
	<input type="checkbox"/> Damaged or destroyed	<input type="checkbox"/> Other	
	<input type="checkbox"/> Replaced (list new description, model, & serial number in comments box)		
Comments	Click here to enter text.		

Approvals: The following approvals must be obtained before retirement of equipment is granted. *Each party should retain a copy*

Homeland Security Grant Program LETPA Project Director

Name	Title	Phone	Signature	Date
Click here to enter text.	Click here to enter text.	Click here to enter text.		

OHS Approval

Name	Title	Phone	Signature	Date
Click here to enter text.	Click here to enter text.	Click here to enter text.		