

DATE: September 2, 2025
TO: 911 Emergency Response Advisory Committee
FROM: Cody Shadle, Director, Reno Public Safety Dispatch, 775-334-2212, shadlec@reno.gov
SUBJECT: REQUEST FOR FUNDING FOR CONCEPTUAL DESIGN SERVICES FOR REGIONAL EMERGENCY COMMUNICATIONS CENTER (5195 SPECTRUM BLVD) : [For Possible Action] - A review, discussion and possible action to approve, deny or otherwise modify a request to fund the costs associated with conducting an architectural review with conceptual design services for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility redesign and potential expansion which houses Washoe County Sheriff's Office Communications (PSAP) and City of Reno Public Safety Dispatch (PSAP) for a total amount not to exceed \$29,700; and if approved forward such recommendation to the Board of County Commissioners.

SUMMARY

A review, discussion and possible action to approve, deny or otherwise modify a request to fund the costs associated with conducting an architectural review with conceptual designs services for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility redesign and potential expansion which houses Washoe County Sheriff's Office Communications (PSAP) and City of Reno Public Safety Dispatch (PSAP) for a total amount not to exceed \$29,700.00.

The combined Regional Emergency Communications Center located at 5195 Spectrum Blvd. houses both Reno Public Safety Dispatch and Washoe County Sheriff's Office Communications. The co-located agencies are both primary Public Safety Answering Points (PSAPs) and are responsible answering 9-1-1 calls within the county. This facility also serves Sparks Police Department Communications as a back-up facility and has been used due to technology or infrastructure-related incidents. Both agencies operating within the facility have grown considerably in the last 10 years and have exhausted the maximum capacity of the available footprint. With a need to plan for future expansion to meet the needs of both occupying PSAPs and maintain occupational capacity to also serve as a back-up site for the region an architectural review is required to determine the feasibility of redesign and potential expansion at the current site.

NRS APPLICABLE: *NRS 244A.7645* Provides approval of costs associated with maintenance, upgrade and replacement of equipment necessary for the operation of the enhanced telephone system. Additionally, effective October 1st, 2025 provides for any costs associated with the construction, maintenance or operation of the portion of a facility that contains a telephone system for reporting an emergency and will be physically occupied by and functionally dedicated to the operation of such a telephone system.

STAKEHOLDER REVIEW(s)

Stakeholders are primary Public Safety Answering Points (PSAPs) – City of Reno Public Safety Dispatch, Washoe County Sheriff's Office Communications & Sparks Police Department Communications.

PREVIOUS ACTION & BACKGROUND

June 18, 2025 – E911 Emergency Response Advisory Committee approves the funding for Watson dispatch console workstations.

September 19, 2024 – E911 Emergency Response Advisory Committee approves the funding for HVAC replacement and relocation design.

FISCAL IMPACT

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve to fund the costs associated with conducting an architectural review with conceptual design services for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility redesign and potential expansion which houses Washoe County Sheriff's Office Communications (PSAP) and City of Reno Public Safety Dispatch (PSAP) for a total amount not to exceed \$29,700; and if approved forward such recommendation to the Board of County Commissioners.

POSSIBLE MOTION

Move that the E911 Emergency Response Advisory Committee approve to fund the costs associated with conducting an architectural review with conceptual design services for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility redesign and potential expansion which houses Washoe County Sheriff's Office Communications (PSAP) and City of Reno Public Safety Dispatch (PSAP) for a total amount not to exceed \$29,700; and if approved forward such recommendation to the Board of County Commissioners.

28 August 2025

Brett Steinhardt, CCM
Senior Project Manager
Washoe County, Community Services Department
1001 E. 9th Street
Reno, NV 89512

Re: Conceptual Design Services for Washoe County/City of Reno Dispatch Center at EOC

Dear Brett,

Van Woert Bigotti Architects (VWB) and our consulting team is pleased to offer Washoe County our proposal for the Conceptual Phase of the Washoe County/City of Reno Dispatch Center at EOC. Our scope of work will address the potential for an interior remodel and possible building addition.

Our proposed approach is to provide Washoe County with a Conceptual Phase effort to clearly define the project programming needs and requirements, initial cost estimates, as well as a structural analysis of the existing facility. The goal is to provide conceptual ideas that revise space as necessary for future growth based on the programmatic development. We will work with the selected furniture vendor for the dispatch desks to be sure we have the correct sizes and clearances required. The project description is as follows:

Description of Work:

1. *Structural evaluation of existing building and its capacity to add on if needed.*
2. *Program evaluation and requirements*
3. *Conceptual design option(s) for remodel and/or addition*
4. *Cost estimate of conceptual design(s).*

Our consulting team consists of:

Architecture – Van Woert Bigotti Architects
Structural – Shields Engineering
Mechanical – SGF (as needed for concept/cost development)
Electrical – PK Electrical (as needed for concept/cost development)

Conceptual Deliverables include:

- *On Site analysis and structural investigation/report*
- *As-built document review*
- *Programmatic development*
- *Design schedule as it relates to anticipated Construction timeframes*
- *Reports and recommendations as applicable*
- *Conceptual sketches to convey concepts for review*
- *Cost Analysis of preferred options*

Additional Services:

- *FF&E selections*
- *Coordination with other consultants as needed (electrical/mechanical)*
- *Computer Renderings*
- *Contract Documentation*
- *As-Built BIM Modelling*

Our proposed fee for the above referenced work is a stipulated sum of \$29,700. We anticipate conceptual work to be begin mid-end of September 2025. Depending on the decision-making process we anticipate that the scope described herein will be complete within 3-4 months.

This proposal includes all work described above, plus all reimbursables, including printing and distribution. Anything outside of this scope will be discussed with the team prior to proceeding.

We look forward to the process of working with Washoe County and City of Reno. Van Woert Bigotti Architects is honored to be invited for this exciting project.

Sincerely,



Danielle Fabri, AIA



Nancy Moore, RID