

**DATE:** February 21, 2019  
**TO:** 9-1-1 Emergency Response Advisory Committee  
**FROM:** Elaina Hooper, Dispatch Supervisor, City of Reno Public Safety Dispatch,  
[hoopere@reno.gov](mailto:hoopere@reno.gov), 326-6611  
**THROUGH:** Jenny Hansen, Assistant Director, City of Reno Public Safety Dispatch

**SUBJECT:** FUNDING/REIMBURSEMENT REQUEST – City of Reno Public Safety Dispatch PSAP - Reimbursement for the purchase of: ten (10) corded headsets \$ 706.00, five (5) headset cables \$145.50, five (5) wireless PTT (push to talk) adapters \$ 1,731.15. – A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement not to exceed a total of: \$ 2,582.65.

---

### **SUMMARY**

#### **FOR PRIMARY PSAP (Public Safety Answering Point) CITY OF RENO PUBLIC SAFETY DISPATCH:**

A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the City of Reno Public Safety Dispatch PSAP for the purchase of: ten (10) corded headsets \$ 706.00, five (5) headset cables \$145.50, five (5) wireless PTT (push to talk) adapters \$ 1,731.15. – A review, discussion and possible action to approve, deny or otherwise modify a request for reimbursement not to exceed a total of: \$ 2,582.65.

### **NRS APPLICABLE:**

NRS 244A.7645 Provides approval of costs associated with purchasing, leasing or renting the equipment and software necessary to operate the enhanced telephone system, including, without limitation, equipment and software that identify the number or location from which a call is made , upgrade and replacement of equipment necessary for the operation of the enhanced telephone system.

### **STAKEHOLDER REVIEW(s)**

Stakeholder is the City of Reno Public Safety Dispatch PSAP.

### **PREVIOUS ACTION & BACKGROUND**

On January 17, 2019 the 9-1-1 Emergency Response Advisory Committee approved reimbursement, for the City of Sparks PSAP, in the amount of: \$ 1,534.50, for twenty (20) Plantronics headsets.

### **BACKGROUND**

**PRODUCT DESCRIPTIONS:**

Five (5) Plantronics CA12CD-S PTT Adapter is a cordless PTT (Push To Talk) designed to provide encrypted communications for use in public safety dispatch. Purchased on January 25, 2018. Each PTT \$ 346.23.

**Total amount: \$1,731.15.**



Ten (10) The Plantronics EncorePro 540 is a quantum leap in convertible headset design. It's a 3-in-1 headset without compromise – all wearing styles are designed with quality and comfort in mind, in a system that is simple to convert but delivers a secure, positive fit and finish. The HW540 delivers high-quality audio, a flexible mic with visual positioning guides, soft ear cushions, and durable-yet-lightweight materials for all-day wearing. Purchased on April 17, 2017. Each headset \$ 70.60

**Total amount: \$ 706.00.**



Five (5) SSP 2697-01 1-foot headset cable. This is a replacement cable used to refurbish existing Plantronics CA12CDS cordless PTT adapter as listed above. Purchased January 25, 2018. Each replacement cable: \$ 29.10.

**Total amount: \$ 145.50**



**FISCAL IMPACT**

The Enhanced 9-1-1 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 the request to reimburse the City of Reno Public Safety Dispatch PSAP for the purchase of: ten (10) corded headsets \$ 706.00, five (5) headset cables \$145.50, five (5) wireless PTT (push to talk) adapters \$ 1,731.15; not to exceed a total of: \$ 2,582.65

**POSSIBLE MOTION**

Move to approve that the E911 Emergency Response Advisory Committee approve the request to reimburse the City of Reno Public Safety Dispatch PSAP for the purchase of: ten (10) corded headsets \$ 706.00, five (5) headset cables \$145.50, five (5) wireless PTT (push to talk) adapters \$ 1,731.15; not to exceed a total of: \$ 2,582.65.



Dena Avansino-Moore &lt;avansinod@reno.gov&gt;

## Fwd: Thank You for Purchasing from Connection Public Sector Solutions (#53707475) - PO# TW1.25.18.Disp.headsets

Tracey Warriner &lt;warrinert@reno.gov&gt;

Thu, Jan 25, 2018 at 10:23 AM

To: Dena Avansino &lt;avansinod@reno.gov&gt;, Elaina Hooper &lt;hoopere@reno.gov&gt;

Here is one invoice - got the headsets for \$346.23 v \$433.90

----- Forwarded message -----

From: **Leslie Cartee** <leslie.cartee@connection.com>

Date: Thu, Jan 25, 2018 at 10:20 AM

Subject: Thank You for Purchasing from Connection Public Sector Solutions (#53707475) - PO# TW1.25.18.Disp.headsets

To: Tracey Warriner &lt;warrinert@reno.gov&gt;

**Organization:** City of Reno**Group:** Purchasing**Purchase Order #:** TW1.25.18.Disp.headsets**Secondary PO #:** 00100-1700-1710-7300-0000

Dear Tracey,

Thank you for purchasing from [Connection!](#)Your order has been received. The order number is: **53707475**. Please keep track of this number and refer to it in all correspondence.If you need to change or cancel your order, please contact your Account Manager [Leslie Cartee](#) or 800-800-0019 34400. You may also contact Customer Care at 1-800-800-0019 during our regular business hours: Monday – Friday, 8:30 am – 5:30 pm ET.\*

You will receive a shipment confirmation email, complete with tracking information, when item(s) from your order have shipped. While most orders ship immediately, some require additional processing. If you have questions on the status of your order, please contact your Account Manager or Customer Care.

Once your order ships, you can track it via the link in your confirmation email or by clicking the [Order Tracking](#) link on our Website. Proof of Purchase can also be obtained here after your products have shipped.Have a technical support question? You can reach us at [1-800-998-0009](#), Monday – Friday, 9:00 am to 5:30 pm ET.

Here are the details of your order:

### Billing Information

#### Billing Address

CITY OF RENO  
PO BOX 1900  
RENO, NV 89505

#### Billing Method:

**PO Number:**  
TW1.25.18.Disp.headsets**Secondary PO #:**  
00100-1700-1710-7300-0000

### Shipping Information

#### Shipping Address

COM TECH DEPT  
CITY OF RENO  
[1 EAST FIRST STREET, 5TH FLOOR](#)  
[RENO, NV 89501](#)**Cart Name:**  
1643920429

### Product Description

Availability	Qty	Unit Price	Total
Ships Today	5	\$346.23	\$1,731.15

**Plantronics**  
**CA12CD-S**  
**PTT Adapter****Mfr:**  
Plantronics  
**Item#:**  
18118787  
**Mfg. Part #:**  
92900-01

**HP USB  
Keyboard**Ships 10 \$21.51 \$215.10  
Today

Mfr: HP Inc.

Item#: 14661782

Mfg. Part #: QY776AT#ABA

<b>Subtotal:</b>	\$1,946.25
<b>Shipping &amp; Handling:</b>	Best Way - \$0.00 Ground
<b>Tax:</b>	\$0.00
<b>Total:</b>	\$1,946.25

Thank you again for placing your order with us!

Sincerely,

Connection

\* Orders cannot be changed or canceled once they ship. To view our return policy, access the [Customer Care](#) link on our Website.

For orders shipping out of the U.S.:

These commodities, technology or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to U.S. law is prohibited.

**Note: This is an automated message. Please do not reply.**

Tracey Warriner

Admin Secretary

City of Reno Department of Information Technology

775-334-2006



Dena Avansino-Moore &lt;avansinod@reno.gov&gt;

**Fwd: Thank You for Purchasing from Connection Public Sector Solutions (#54087365) - PO# 4/16/17.Disp.Headset**

Tracey Warriner &lt;warrinert@reno.gov&gt;

Mon, Apr 16, 2018 at 12:20 PM

To: Dena Avansino &lt;avansinod@reno.gov&gt;, Elaina Hooper &lt;hoopere@reno.gov&gt;

Headsets ordered. \$706 😊

----- Forwarded message -----

From: **Leslie Cartee** <leslie.cartee@connection.com>

Date: Mon, Apr 16, 2018 at 12:19 PM

Subject: Thank You for Purchasing from Connection Public Sector Solutions (#54087365) - PO# 4/16/17.Disp.Headset

To: Tracey Warriner &lt;warrinert@reno.gov&gt;

**Organization:** City of Reno**Group:** Purchasing**Purchase Order #:** 4/16/17.Disp.Headset**Secondary PO #:** 00100-1700-1710-7300-0000

Dear Tracey,

Thank you for purchasing from [Connection](#)!Your order has been received. The order number is: **54087365**. Please keep track of this number and refer to it in all correspondence.If you need to change or cancel your order, please contact your Account Manager [Leslie Cartee](#) via email or at 800-800-0019 34400. You may also contact Customer Care at 1-800-800-0019 during our regular business hours: Monday – Friday, 8:30 am – 5:30 pm ET.\*

You will receive a shipment confirmation email, complete with tracking information, when item(s) from your order have shipped. While most orders ship immediately, some require additional processing. If you have questions on the status of your order, please contact your Account Manager or Customer Care.

Once your order ships, you can track it via the link in your confirmation email or by clicking the [Order Tracking](#) link on our Website. Proof of Purchase can also be obtained here after your products have shipped.

Have a technical support question? You can reach us at 1-800-998-0009, Monday – Friday, 9:00 am to 5:30 pm ET.

Here are the details of your order:

**Billing Information****Shipping Information****Billing Address****Shipping Address**CITY OF RENO  
PO BOX 1900  
RENO, NV 89505CITY OF RENO  
[1 EAST FIRST STREET, 5TH FLOOR](#)  
[RENO, NV 89501](#)**Billing Method:**

**PO Number:**  
4/16/17.Disp.Headset

**Cart Name:**  
1645365080

**Secondary PO #:**  
00100-1700-1710-7300-0000

**Product Description**

**Plantronics HW540 Convertible Mono Headset**

**Mfr:** Plantronics

**Item#:** 17916411

**Mfg. Part #:** 88828-01

Availability	Qty	Unit Price	Total
Ships in 24 Hours	10	\$70.60	\$706.00

**Subtotal:** \$706.00

**Shipping & Handling:** Best Way - Ground \$0.00

**Tax:** \$0.00

**Total:** \$706.00

Thank you again for placing your order with us!

Sincerely,

Connection

*\* Orders cannot be changed or canceled once they ship. To view our return policy, access the Customer Care link on our Website.*

*For orders shipping out of the U.S.:*

*These commodities, technology or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to U.S. law is prohibited.*

**Note: This is an automated message. Please do not reply.**

--

**Tracey Warriner**

Admin Secretary

City of Reno Department of Information Technology

775-334-2006



Dena Avansino-Moore <avansinod@reno.gov>

## Fwd: CDW-G Order Confirmation: Order #1BT8SLW/P.O. Ref. TW.1.25.18.Headset cable

Tracey Warriner <warrinert@reno.gov>

Thu, Jan 25, 2018 at 10:23 AM

To: Dena Avansino <avansinod@reno.gov>, Elaina Hooper <hoopere@reno.gov>

Second invoice.

----- Forwarded message -----

From: **CDW** <cdwsales@cdwemail.com>

Date: Thu, Jan 25, 2018 at 10:21 AM

Subject: CDW-G Order Confirmation: Order #1BT8SLW/P.O. Ref. TW.1.25.18.Headset cable

To: [warrinert@reno.gov](mailto:warrinert@reno.gov)

[View in a browser](#)

## ORDER CONFIRMATION




**DEAR TRACEY WARRINER,**

Thank you for choosing CDW•G. We have received your online order. Please take a moment to review it for accuracy and completeness.

ORDER #	PO #	CUSTOMER #
<b>1BT8SLW</b>	<b>TW.1.25.18.Headset cable</b>	<b>323041</b>

### ORDER DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
 <a href="#">Plantronics SSP 2697-01 - headset cable - 1 ft</a> Mfg. Part#: 92697-01 UNSPSC: 26121604	5	3110599	\$29.10	\$145.50
<b>PURCHASER BILLING INFO</b>			<b>SUBTOTAL</b>	\$145.50
<b>Billing Address:</b> City Of Reno Tracey Warriner Po Box 1900 Reno, NV 89505-1900			<b>SHIPPING</b>	\$0.00
			<b>SALES TAX</b>	\$0.00
			<b>GRAND TOTAL</b>	<b>\$145.50</b>
<b>DELIVER TO</b>				
<b>Shipping Address:</b> Technology Tracey Warriner 1 E 1st Street 5th Floor Reno, NV 89501 <b>Shipping Method:</b> Drop Ship Ground				



2/20/2019

City of Reno Mail - Fwd: CDW-G Order Confirmation: Order #1BT8SLW/P.O. Ref. TW.1.25.18.Headset cable

**May 16, 2019 911 Committee Meeting**

Need Assistance? CDW•G SALES CONTACT INFORMATION



**Michael Schlossberg** | (312) 705-9575 | [mikesch@cdwg.com](mailto:mikesch@cdwg.com)

**Help and Information:** [Support](#) | [About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This email was sent to [warrinert@reno.gov](mailto:warrinert@reno.gov).

Please add [cdwsales@cdwemail.com](mailto:cdwsales@cdwemail.com) to your address book.

© 2018 CDW LLC, [200 N. Milwaukee Avenue, Vernon Hills, IL 60061](#) | [800.808.4239](#)  
OCTC:001 | WEB 013 | Customer#: 323041 | WEB83dec387-de4c-4391-99b1-87e5e7f740df

--  
**Tracey Warriner**

Admin Secretary

City of Reno Department of Information Technology

775-334-2006