

**DATE:** November 17, 2022  
**TO:** 911 Emergency Response Advisory Committee  
**FROM:** Lisa Rose-Brown, Sparks Police Department, Police Services Manager, 775-353-2304 lrosebrown@cityofsparks.us  
**THROUGH:** Chris Crawforth, Chief of Police  
**SUBJECT:** EVANS CARE FOR SPARKS POLICE DEPARTMENT PSAP (Public Safety Answering Point) [For possible action] – A review, discussion, and possible action to approve, deny or otherwise modify a request for funding the costs associated with Evans Care console cleaning and maintenance for an amount not to exceed \$5,000.

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**SUMMARY**

EVANS CARE FOR SPARKS POLICE DEPARTMENT PSAP (Public Safety Answering Point) [For possible action] – A review, discussion, and possible action to approve, deny or otherwise modify a request for funding the costs associated with Evans Care console cleaning and maintenance for an amount not to exceed \$5,000.

**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.

**STAKEHOLDER REVIEW(s)**

Stakeholder is the primary Public Safety Answering Points (PSAPs) for Sparks Police Department.

**PREVIOUS ACTION & BACKGROUND**

The Enhance 911 Fund has been working to support the ongoing needs of our regional PSAP's. It was determined that the working consoles used by Emergency Dispatchers was necessary equipment that not only assisted with the longevity of our hardware but also assisted in enabling Emergency Dispatchers to efficiently perform their duties. This request is for services to prolong the life of the working consoles this committee invested in.

**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 the request to reimburse Sparks PSAP the costs associated with Evans Care console cleaning and maintenance for an amount not to exceed \$5,000.

**POSSIBLE MOTION**

Move to approve the recommendation that the E911 Emergency Response Advisory Committee approve the request to reimburse Sparks PSAP the costs associated with Evans Care console cleaning and maintenance for an amount not to exceed \$5,000.



Evans Consoles Inc.  
 1577 Spring Hill Road Suite 110  
 Vienna, VA 22182 US  
 (503) 313-4348  
 tlee@evansonline.com  
 www.evansonline.com

## Estimate

### ADDRESS

Lisa Brown  
 City of Sparks, NV

### SHIP TO

Lisa Brown  
 City of Sparks, NV

ESTIMATE # 1813

DATE 08/17/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Public Safety-Console Cleaning and preventative Maintenance Agreement</b>	Preventative Maintenance and Console Cleaning Agreement with EvansCare-Estimate includes one time cleaning. Console cleaning is performed on-site while center stays live. Service is conducted in as quiet as possible manner using vacuums modified with mufflers and grade 5 HEPA filters. Included in this service is our preventative maintenance and repair of any brand of console. Console will be inspected and preventative maintenance such as hinge adjustments, tightening screws, leveling, and minor touch ups will be performed to lessen the likelihood of a possible breakdown ensuring that the console functions at its optimum level of performance.	10	495.00	4,950.00

SUBTOTAL	4,950.00
TAX	0.00
<b>TOTAL</b>	<b>\$4,950.00</b>

Accepted By

Accepted Date

Remit to:  
 1577 Spring Hill Rd. Suite 110  
 Vienna, VA 22182

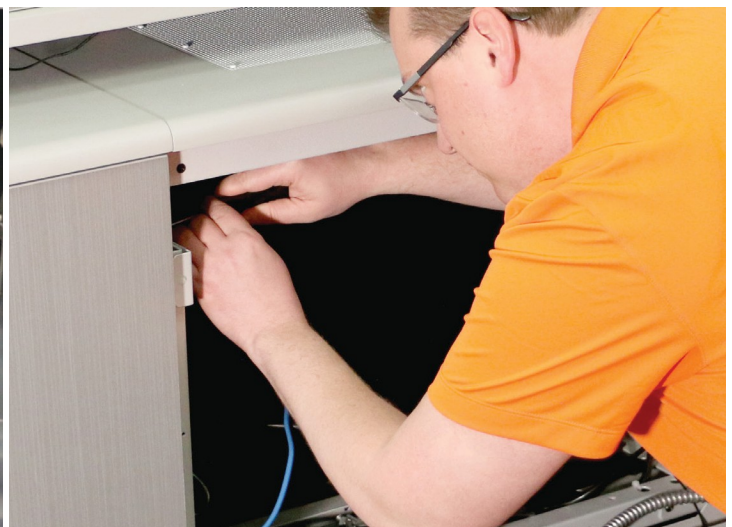
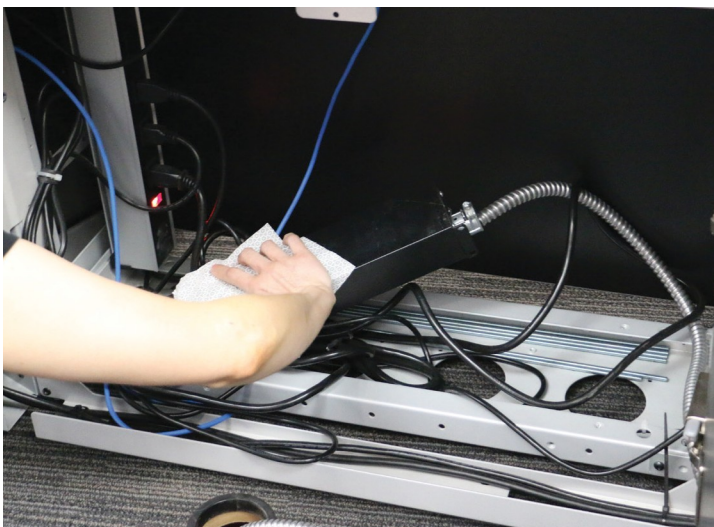


## Preventative Cleaning + Maintenance and Decontamination Scope of Work

- Operators will **not** need to be relocated outside the operating floor
- The EVANSCare team has experience cleaning within a live center and is sensitive to all operational activities  
We pride ourselves in not being disruptive and being extremely quiet
- All cleaning & preventative maintenance employees are direct employees and NOT subcontractors
- All employees are CJIS Certified and mission critical environment trained
- All employees have background checks and verification is available upon request
- Detailed Project Completion Report is provided following the service including physical evidence of the cleaning

### Cleaning

- All cleaning and maintenance services are performed while your center stays LIVE
- Clean and vacuum console CPU cabinetry inside and out
- Vacuum console fabric panels- front and rear
- Attempt to remove stains from console fabric panels
- Vacuum under console cavity shelves
- Vacuum under console, utilizing specialized tools and equipment, for disregarded food and particles that can cause allergens and pests
- Clean and wipe down all counters attached to the console
- Clean and disinfect all high touch areas attached to the console
- Clean and disinfect all peripherals on console including keyboards, mice, phone and input surfaces
- Clean and disinfect keyboards, mice and monitors on the console
- Acoustic wall vacuuming (no extra charge)
- Overhead lighting dusted (no extra charge)
- Servicing of all 24/7 chairs including wiping down and tightening of bolts







## Decontamination Scope of Work

- Disinfecting services are performed using hydrogen peroxide disinfectant cleaners 100% effective against all germs, bacteria, and virus including but not limited to COVID-19
- All decontamination services are performed while the center stays live
- Clean and wipe down all counters attached to console
- Clean and disinfect high touch areas attached to console
- Clean and disinfect all peripherals on console including keyboards, monitors, mice, phones, and inputsurfaces
- Clean and disinfect all arm of chairs
- Clean and disinfect all plexi-glass partitions (if applicable)



\*This service can be performed as part of EvansCare Service or separately\*



## Preventative Maintenance

- Inspect and repair edge molding on console fabric panels
- Check and/or replace post caps on consoles
- Check alignment and fit of work surfaces to side surfaces on consoles
- Re-level and orient primary console surfaces
- Check all consoles for levelling, return consoles to level
- Align individual console positions to room if necessary
- Align and check doors under consoles and rear access doors
- Check and/or replace console door stops on foundation
- Visually and physically check and inspect all electrical (CPU, radio, USB, Ethernet and monitor) equipment for frayed wires or defects and/or adjustments needed on the console
- Inform of any wiring concerns (additional wiring services are provided at an additional cost)
- Re-fasten console leg and comfort control wires
- Replace broken wire management pieces and tie down wiring related to the mechanical lift portion of the console
- Check all filters in the console air controller units, replace filters as needed (for an additional cost)
- Inspect and repair console air control duct arms
- Inspect console fans and control units
- Check and/or re-hang console panels to posts
- Tighten screws or bolts on mechanical parts or wire management of console
- Inspect all console lights and replace light bulbs as needed (at an additional cost)

