

**DATE:** March 6, 2025

**TO:** 911 Emergency Response Advisory Committee

**FROM:** Sara Skroch, City of Reno Public Safety Dispatch Supervisor  
[skrochs@reno.gov](mailto:skrochs@reno.gov)

**SUBJECT:** CITY OF RENO PUBLIC SFATEY DISPATCH request to reimburse the costs associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; for a total cost of \$1,931.03. A review, discussion, and possible action to approve, deny, or otherwise modify a request for reimbursement associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; not to exceed a total cost of \$1,931.03.

**SUMMARY:**

RENO PUBLIC SAFETY DISPATCH request to reimburse the costs associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; for a total cost not to exceed \$1,931.03.

**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:**

Stakeholders are the area Primary Public Safety Answer Points (PSAP)- City of Reno Public Safety Dispatch, City of Sparks Emergency Communications, and Washoe County Sherriff's Office Communications.

**PREVIOUS ACTION & BACKGROUND:**

On September 19, 2024 the 9-1-1 Emergency Response Advisory Committee approved reimbursement for the City of Reno for the costs associated with the purchase of five (5) Poly SHS 1926-25 Inline Amplifiers at \$142.50 each for a total of \$712.50; seven (7) Poly Amplifier Push to Talk Switches at \$174.77 each for a total of \$1,223.39; one (1) Poly EncorePro HW720 Headset at \$112.69 each, for a total of \$112.69, and one (1) Poly CNTRL & Dispatch Starset at \$91.68 each for a total of \$91.68; for a total cost not to exceed \$2,140.26

**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 Washoe County Emergency Response Advisory Committee approve the request to reimburse the costs associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; for a total cost not to exceed \$1,931.03.

A review, discussion, and possible action to approve, deny, or otherwise modify a request to reimburse the costs associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; for a total cost not to exceed \$1,931.03.

**POSSIBLE MOTION:**

Move to approve the recommendation to reimburse the costs associated with the purchase of nine (9) Poly SHS1926 Headset Amplifiers, \$137.87 each for a total of \$1,240.83 and the purchase of ten (10) HW540 Encorepro Convertible Headsets, \$69.20 each, for a total of \$690.20; for a total cost not to exceed \$1,931.03.

REMIT PAYMENT TO:

# INVOICE



**CDW Government**  
75 Remittance Drive, Suite 1515  
Chicago, IL 60675-1515

RETURN SERVICE REQUESTED

ACH INFORMATION: **April 17, 2025, E911 Committee Meeting**  
THE NORTHERN TRUST, 50 SOUTH LASALLE STREET  
CHICAGO, IL 60675  
E-mail Remittance To: gachremittance@cdw.com  
ACCOUNT NAME: CDW GOVERNMENT  
ACCOUNT NO.: 91057

INVOICE NUMBER	INVOICE DATE	CUSTOMER NUMBER
AC4EC3U	01/20/25	0323041
SUBTOTAL	SHIPPING	SALES TAX
\$1,240.83	\$0.00	\$0.00
DUE DATE		AMOUNT DUE
02/19/25		\$1,240.83

CITY OF RENO  
TRACEY WARRINER  
PO BOX 1900  
RENO NV 89505-1900  
USA

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE DATE	INVOICE NUMBER	PAYMENT TERMS				DUE DATE
01/20/25	AC4EC3U	Net 30 Days				02/19/25
ORDER DATE	SHIP VIA	PURCHASE ORDER NUMBER				CUSTOMER NUMBER
07/30/24	UPS Ground (2-3 days)	DISPAIT042024				0323041
ITEM NUMBER	DESCRIPTION	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	TOTAL
8015190	POLY SHS 1926-15 HEADSET AMPLIFIER Manufacturer Part Number: 8K6U7AA#AC3	9	9	0	137.87	1,240.83

Date 1/22/25 Vendor # 17179  
Account # 00100-1700-1710-  
Account # 00100-0880-0880-7300-0000  
Approved by [Signature]  
Commodity Code 274.01

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ACCOUNT MANAGER	SHIPPING ADDRESS:	SUBTOTAL	\$1,240.83
MICHAEL SCHLOSSBERG 847-465-6000 <a href="mailto:mikesch@cdwg.com">mikesch@cdwg.com</a>	RENO PUBLIC SAFETY DISPATCH JOANNA AITKEN 5195 SPECTRUM BLVD RENO NV 89512-3904	SHIPPING	\$0.00
SALES ORDER NUMBER		SALES TAX	\$0.00
NZXH662		AMOUNT DUE	\$1,240.83



Cage Code Number 1KH72  
DUNS Number 02-615-7235  
Unique Entity ID (SAM): PHZDZ8SJ5CM1  
ISO 9001 and ISO 14001 Certified  
CDW GOVERNMENT FEIN 36-4230110

HAVE QUESTIONS ABOUT YOUR ACCOUNT?  
PLEASE EMAIL US AT [credit@cdw.com](mailto:credit@cdw.com)  
VISIT US ON THE INTERNET AT [www.cdwg.com](http://www.cdwg.com)



GovConnection, Inc.  
2275 Research Blvd  
Suite 360  
Rockville MD 20855

**REMIT TO ADDRESS**

GOVCONNECTION, INC.  
DBA CONNECTION  
PO BOX 536477  
PITTSBURGH PA 15253-5906

PLEASE ENCLOSE ATTACHED REMITTANCE  
RECEIPT WITH YOUR PAYMENT

Federal ID No.	Invoice No.	Invoice Date
52-1837891	75971259	12/11/2024

Company retains a purchase money security interest in  
Equipment until payment is made in full.

**Sold To:**

CITY OF RENO  
PO BOX 1900  
RENO NV 89505

**Shipped To:**

DISPATCH/SPECTRUM  
JOANNA AITKEN  
5195 SPECTRUM BLVD  
RENO NV 89512

CORP. SALES (800)800-0019

CREDIT DEPT (888)294-0268

CUSTOMER SERV (800)800-0019

Date of Order	Order No.	Customer Purchase Order No.	Account No.	Terms	Date Shipped	Shipped Via
12/05/2024	63153727	DispatchAitken120524	8933731	Net 30	12/11/2024	UPS - GROUND COMMERCIAL
Quantity			Item No.	Description	Unit Price	Extension
Ordered	Back Ordered	Shipped				
10		10	41716682	HW540 ENCOREPRO CONVERTIBLE	69.0200	690.20
			SER. #	36B589 MFG# 783P0AA#ABA		
			SER. #	36B5G5 MFG# 783P0AA#ABA		
			SER. #	36B5G9 MFG# 783P0AA#ABA		
			SER. #	36B5KA MFG# 783P0AA#ABA		
			SER. #	36B5X9 MFG# 783P0AA#ABA		
			SER. #	36B5MV MFG# 783P0AA#ABA		
			SER. #	36B5P8 MFG# 783P0AA#ABA		
			SER. #	36B5RC MFG# 783P0AA#ABA		
			SER. #	36B5W9 MFG# 783P0AA#ABA		
			SER. #	36B5LD MFG# 783P0AA#ABA		

\*\*\*\*\* PLEASE NOTE EFT INSTRUCTIONS \*\*\*\*\*

For electronic funds transfer, please remit to Citizens Bank:

ACH Payments: ABA # 2110-70175, Account # 1310873272

WIRE Payments: ABA #0115-00120, Account # 1310873272

Please include invoice number(s) in the transmitted information.

PLEASE SEND remit information to REMIT@CONNECTION.COM

"We provide more timely and accurate information to the business community by sharing our accounts receivable information with credit bureaus"

For your security, do not change remittance details without valid written and verbal authorization from our company.

Merchandise	Sales Tax	Shipping/Packaging
690.20		

Backordered items will be shipped and  
Invoiced to you as soon as they are available.

Page # 1

Invoice Total
690.20

MORGANO, LEAH

Ordered By

Joanna Aitken

Order No.	Company	Account No.	Invoice No.	Invoice Total
63153727	00005	8933731	75971259	690.20
<p>GOVCONNECTION, INC. DBA CONNECTION PO BOX 536477 PITTSBURGH PA 15253-5906</p> <p>PLEASE ENCLOSE THIS REMITTANCE RECEIPT WITH YOUR PAYMENT</p> <p>00005 8933731 759712590000069020</p>				



GovConnection, Inc.  
2275 Research Blvd  
Suite 360  
Rockville MD 20855

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GOVCONNECTION, INC.  
DBA CONNECTION  
PO BOX 536477  
PITTSBURGH PA 15253-5906

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Quantity		Item No.	Description		Unit Price	Extension
Ordered	Back Ordered					

Date 2/5/25 Vendor # 585  
Account #00100-1700-1710-  
Account # 00100-0880-0880-7300-0000  
Approved by CM  
Commodity Code 575

Merchandise	Sales Tax	Shipping/Packaging
690.20		

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Invoiced to you as soon as they are available.

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Invoice Total
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