

DATE: April 28, 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 AN ARCHITECTURAL STUDY AND CONCEPTUAL DESIGNS 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 designs for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility 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 \$51,000.00; 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 for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility 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 \$51,000.00.

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 expansion at the current site.

Nevada Revised Statutes (NRS) 244A.7645.3.a authorizes the use of E911 surcharge funds "To pay the costs of adopting and reviewing the 5-year master plan for the enhancement of the telephone system for reporting emergencies in the county that is required pursuant to [NRS 244A.7643](#)." This request for an architectural review and design is work that will need to be completed and included in the update of the five year master plan.

The attached quote reflects the professional fees associated with completing the architectural review (\$45,000.00) and up to two renderings (\$3,000.00 each) for a total amount not to exceed \$51,000.00.

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)

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

October 28, 2021 – E911 Emergency Response Advisory Committee approves the E911 Five-Year Master Plan.

November 19, 2020 – E911 Emergency Response Advisory Committee approves selection of Federal Engineering, Inc. to update the E911 Five-Year Master Plan to include a plan for Public Safety Answering Point back-up sites.

July 16, 2020 – E911 Emergency Response Advisory Committee recommends the Board of County Commissioners to direct staff to update the E911 Five-Year Master Plan.

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 request to fund the costs associated with conducting an architectural review with conceptual designs for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility 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 \$51,000.00; and if approved forward such recommendation to the Board of County Commissioners.

POSSIBLE MOTION

Move that the E911 Emergency Response Advisory Committee request to fund the costs associated with conducting an architectural review with conceptual designs for the Regional Emergency Communications Center (5195 Spectrum Blvd) to determine the capacity and ability for facility 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 \$51,000.00; and if approved forward such recommendation to the Board of County Commissioners.



February 19, 2025

Justin George

Senior Civil Engineer

City of Reno, Public Works

775-785-5817

georgej@reno.gov

Subject: Request for Proposal

Project: Regional Dispatch Center Conceptual Design

Justin,

Thank you for the opportunity to provide Architectural Design services for the Regional Dispatch Center. Please review the project scope below that resulted from our scoping discussion and site meeting.

PROJECT DESCRIPTION + SCOPE

The project, located at the northeast corner of the nearly completed Public Safety Center at 5195 Spectrum Blvd, Reno, NV 89512. The existing building is a two-story, B occupancy building and is approximately 24,674 SF. The anticipated scope for this project is to work with the City of Reno and the Dispatch team to provide two floor plan options allowing for expansion of the Dispatch call center. One option will utilize the existing building by reconfiguring the existing layout to accommodate a more efficient use of space, possibly enclosing existing exterior areas of the second story. The second option will explore the possibility of adding a new two-story addition and reconfiguring key areas of the existing building to accommodate the program requirements. The project scope includes but is not limited to the typical components for a complete operational Dispatch Center and support spaces. OneStudio will identify possible constraints due to setback distance requirements to the parcel and existing building, with consideration to the owner-architect generated program. OneStudio will provide conceptual design for the two design options described above.

CODE REVIEW + PROGRAMMING

Architectural Scope

OneStudio D+A will use existing site and building plans provided by the City of Reno to complete typical setback and planning requirements. We will work with the City of Reno and the designated Dispatch team to identify site opportunities and constraints. OneStudio will work with the designated project team to create a program for the project.

Deliverables/Responsibilities

Client:

- Provide initial budget and schedule goals.
- Provide the designated team for Dispatch and Administration requirements.
- Work with OneStudio to create a project program.

OneStudio - Architecture + Interiors:

- Identify code required setbacks and site constraints.
- Work with the designated team to understand program requirements.

CONCEPTUAL DESIGN PHASE

In the Conceptual Design Phase, the program created and approved in the previous phase becomes the basis of design (BOD). This phase builds on the foundation of the BOD to establish the overall space use and design direction of each of the spaces and to further define the intent of the project as a whole. This phase is interactive and requires investment of time from the client team. This phase will include overall conceptual level space plan concepts.

Architecture + Interior Design Scope

OneStudio will work with the owner to provide up to two conceptual space plans integrating the Client/Architect created program and expanding in creative directions to provide functional and efficient expanded Dispatch Center. OneStudio will provide preliminary plans for review. Three total meetings to review conceptual design layouts are included in this phase.

Deliverables/Responsibilities

Client

- Provide response/approval according to schedule.
- Provide continued update on schedule and budget requirements as needed.

OneStudio - Architecture + Interior Design

- Provide preliminary adjacency/space plans.
- Present concept to client team for feedback and input.
- Provide a conceptual exterior front building elevation(s) for proposed new addition to the existing building.

ARCHITECTURAL + INTERIOR DESIGN FEES

Code Review and Program	\$ 5,000
Conceptual Design	\$ 40,000
Total Professional Fees	\$45,000
OneStudio will bill monthly based on services complete.	
Architectural Renderings, if requested.	\$3,000 per view.

EXCLUSIONS

The following is a list of services not included in this fee. Please see "Additional Services" for optional items that can be added at additional cost.

- Architectural Services beyond conceptual design.
- Interior Design Services
- Civil or Geotechnical Services
- MEP+T Consultant Services.
- Structural Consultant Services
- Detailed Estimating Services
- Specialty consultants not noted in this proposal (e.g. Specialty lighting designer, acoustical engineer, landscape design, cost consultant, food service)
- AV, Low Voltage, or Security

- Renderings and Animations
- Specification, purchasing or procurement of FF&E Items
- Any scope not specifically included
- Exploratory as-constructed services.
- Special Use Permit

ADDITIONAL SERVICES

OneStudio will provide the necessary documents for program listed above. If required by the final project design, specialty consultants and/or life safety systems will be provided by owner. We will work with consultants or design-build subcontractors as directed by owner or we can suggest engineers to be included in the design team. Should additional work be required or desired, the cost of such services shall be paid per an agreeable fixed fee or billed hourly per our Hourly Rate Schedule. OneStudio will provide hourly fee schedule upon request.

REIMBURSABLE EXPENSES

- Printing, reproductions, plots, except for in-house use; at cost.
- Postage, handling, delivery; at cost.
- Travel, flights, lodging; at cost. Transportation at \$.70 per mile.

If you have any questions, please feel free to contact us. We appreciate the opportunity to present this proposal and look forward to hearing from you soon.

Sincerely,
OneStudio D+A



Casey Clark, AIA
Principal Architect

Regional Dispatch Center Conceptual Proposal Approved and Accepted By:

Signature

Print Name

Title

Date

This proposal is valid for thirty (90) days.