

DATE: December 12, 2025
TO: 911 Emergency Response Advisory Committee
FROM: Connie Shepperd, Sparks Police, Police Service Manager, 775-353-2241 ext. 5550, cshepperd@cityofsparks.us
THROUGH: Chris Crawforth, Chief of Police

SUBJECT: SPARKS POLICE DISPATCH PSAP (Public Safety Answering Point) - REIMBURSEMENT REQUEST – PRO-QA PRIORITY DISPATCH Annual System License Renewal Service and Support: A review, discussion, and possible action to approve, deny or otherwise modify a request for reimbursement to Sparks PSAP for the ProQA-Priority Dispatch Emergency Fire Dispatch Software licensing renewal for 2026 in the amount of \$15,000.00.

SUMMARY

FOR PRIMARY PSAP (Public Safety Answering Point) - **SPARKS POLICE DISPATCH**

SPARKS POLICE DISPATCH PSAP requests reimbursement for the licensing renewal costs for the ProQA-Priority Dispatch Emergency Fire Dispatch Software for 2026.

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 a primary Public Safety Answer Point (PSAP) – Sparks Police Dispatch.

PREVIOUS ACTION & BACKGROUND

The E911 Committee first approved the use of ProQA for Washoe PSAP in 2015 and has approved the annual cost/fees each year. In 2018 Reno PSAP requested funding for EPD and EFD, which was also granted by this Committee.

In May 2020, funding was approved for Sparks ProQA EFD protocols. Today's request is to reimburse the annual license fee.

In February 2022, the Committee approved the first EFD licensing renewal request for Sparks PSAP.

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 Sparks PSAP for the costs associated with the ProQA-Priority Dispatch Emergency Fire Dispatch Software licensing renewal for 2026 in the amount of \$15,000.00.

POSSIBLE MOTION

Move to approve that the E911 Emergency Response Advisory Committee approves the request to reimburse Sparks PSAP for the costs associated with the ProQA-Priority Dispatch Emergency Fire Dispatch Software licensing renewal for 2026 in the amount of \$15,000.00.



Medical Priority Consultants, Inc.
 dba Priority Dispatch Corp
 110 S Regent St Ste 500, Salt Lake City, UT, 84111-1997, US
 Phone: (801) 363-9127 Fax: (801) 746-5879
 www.prioritydispatch.net
 accounting@prioritydispatch.net

INVOICE

Invoice Number	SIN423728
Invoice Date	12/09/2025
Service Dates	01/31/26 - 01/30/27
Agency ID	11989

Billing Address

Sparks Police Department
 1701 E. Prater Way
 Sparks, NV 89434
 United States

Shipping Address

Sparks Police Department
 1701 E. Prater Way
 Sparks, NV 89434
 United States

Customer Reference	Quote #	PO #	Invoice Currency	Invoice Series	Due Date
	Q-77542		USD	Invoice 1 of 1 (Yearly)	01/08/2026

Product Name	Discipline(s)	Quantity	Total
Priority Dispatch System Annual Maintenance (P) <i>Priority Dispatch System Annual Maintenance (P) License Renewal, Service and Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades</i>	Fire	10	\$ 15,000.00
Net Total			\$ 15,000.00
Tax Total			\$ 0.00
Invoice Total			\$ 15,000.00

Payment Detail
<p>FEDERAL TAX ID# 87-0447422</p> <p>Check payments: Medical Priority Consultants, Inc. dba Priority Dispatch Corp. P.O. Box 30847 Salt Lake City, UT, 84130-0847</p> <p>Wire/ACH payments: Medical Priority Consultants, Inc. dba Priority Dispatch Corp. 110 South Regent Street, Suite 500 Salt Lake City, Utah 84111</p> <p>Account Number: 002226546 Routing Number: 124000054 Swift Code: ZFNBUS55 Bank Name: Zions First National Bank</p> <p>Credit Card payments: please visit https://payment.prioritydispatch.net</p> <p>• (a 3% fee will be added for all credit card charges over \$5K)</p> <p>Remittance Email: finance@prioritydispatch.net Questions or Corrections: accounting@prioritydispatch.net</p>

Invoice Date	Invoice Total Before Tax	Outstanding Balance	Invoice Status	Paid Date
12/09/2025	\$15,000.00	\$15,000.00	Complete	

CITY OF SPARKS

REQUEST FOR PURCHASE ORDER

This Document has no legal force and effect and shall not bind the City of Sparks to make any purchases unless it has been properly executed by the City of Sparks Purchasing Manager.

Date	F.O.B. Point	Tax Exemption	Mail Invoices To:	P.O. Number
12/12/25	S.P.D.	Nevada NRS 372.325/Federal A-396200	Finance Department	
<u>Discount Terms</u>		<u>Delivery Time</u>	<u>Vendor Number</u>	This Number Must Appear On All Packages And Papers Relating To This Order. 
			312818	
Medical Priority Consultants, INC P.O. Box 30847 Salt Lake City, Utah 84130-0847 Email: billing@prioritydispatch.net; finance@prioritydispatch.net			Special Shipping Instructions Sparks Police c/o Connie Shepperd 1701 E. Prater Way Sparks, NV 89434	
ITEM #	QUANTITY/UNIT	DESCRIPTION/ADDITIONAL INFORMATION	UNIT \$ PRICE	TOTAL \$ PRICE
1	10	System License Renewal, Service, & Support for Priority Dispatch EFD Invoice #SIN423728 (SEE ATTACHED INVOICE)		\$15,000
PROGRAM NUMBER		ACCOUNT NUMBER	ENCUMBRANCE AMOUNT	
090219		603055	\$15,000.00	

Connie Shepperd 12/12/25
 DEPT. APPROVAL/DATE

Connie Shepperd
 REQUESTED BY

REMARKS:
 To be reimbursed by Washoe County E911 Funds.
 (Ok to pay.)