

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Sheriff's Office

PROGRAM: 15090 Dispatch (15090-520009 & 15090-555013)

SUBJECT: Contractor to come in to move the Dispatch Consoles when the New flooring is installed

Background: The dispatch flooring was approved to be replaced back in the summer of 2023.

Due to scheduling and supply lines, this has been delayed and is anticipated to be done in mid-January by the approved supplier.

As the dispatch consoles are expensive, highly mechanically driven and are an essential tool for dispatch, the movement of the desks for the installation of the flooring, needs to be done by a professional.

Console Cleaning Specialists originally installed the 6 consoles and beside cleaning the consoles, this is their installation specialty.

While the consoles will need to be replaced sometime in the next few years, to ensure that there is no damage or issues with the desks, I am asking that approval for the 3 day on site disassemble, moving, lift and sliding of the consoles be approved.

The company is willing to work with our flooring installer on a schedule that works for all. I will also have County IT, Radio Data District Personnel, County Maintenance, Lumen Phone provider and other related Vendors on site as needed during this major undertaking.

ACTION REQUESTED:

Approval for contractor to be on site to assist with moving the dispatch consoles, while the replacement of the new carpet and laminate flooring is installed.

The quoted price is \$8000.00

ATTACHMENTS: Quote from Console Cleaning Specialists, INC

Date: (12-19-23)

Submitted By: (Cpt. Primmer)

*****For Internal Use Only*****

Checkoffs:

() Exec. Asst.

To be notified of Meeting: Sheriff Rowan,
Cpt. Primmer

() Dept. Head (copy)

() Human Resources (copy)

() Budget (copy)

() Fiscal

() Legal (copy)

Needed at Meeting: Cpt. Primmer

() (Other - List):

PLEASE RETURN THIS FORM AND ATTACHMENTS TO Executive Assistant

Scheduled for meeting on: December 20, 2023

Action taken:



Communication Center Specialists

Console Cleaning Specialists INC DBA Communication
Center Specialists
PO Box 538
Chehalis, WA 98532 US
855.227.2329
sales@commcenterspecialists.com
www.commcenterspecialists.com

ADDRESS

Karen Primmer
Umatilla County Sheriff
4700 NW Pioneer PI
Pendleton, OR 97801

Estimate 5576

DATE 12/19/2023

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
8002	Move, lift, slide and or disassemble 6 Watson mercury consoles. Clearing sections of room working with carpet installers for their carpet uninstall/install. Additionally, work with IT to run cables and disconnect peripherals to aid in console movement. (Hardwired A/C and radio will need licensed professionals). Three full days max at this quoted price. Additional hours after Saturday will be charged at a rate of \$250 per hour.	1	8,000.00	8,000.00T

We look forward to working with you! We highly recommend having IT on site during the cleaning process to help troubleshoot any issues that can arise during the cleaning process.

SUBTOTAL	8,000.00
TAX	0.00

IF you are Tax Exempt please let us know!

TOTAL \$8,000.00

Accepted By

Accepted Date

Quotes are valid 30 days past the date unless otherwise noted.

If you require a last minute cancelation after confirming a scheduled cleaning with us charges may occur.

Any local licensing or endorsement fees, not made aware to us at the time of our estimate and prior to your acceptance of our services will be added to the above quote.