

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: October 27, 2025

FROM: Katrina Amos-Atkins, Deputy Town Administrator

SUBJECT: Acceptance of Donation from Shelby County 911 for the Completion of the Police Backup Dispatch Center (Fire Station #4)

INTRODUCTION:

The purpose of this agenda item is to request Board of Mayor and Aldermen approval to accept a donation from Shelby County 911 for the renovation of the Police Backup Dispatch Center, located at Fire Station #4.

BACKGROUND:

On April 4, 2024, the Board of Mayor and Aldermen approved the acceptance of a \$515,000 donation from Shelby County 911 to fund the renovation of the Police Back-Up Dispatch Center. The purpose of this project is to address existing building deficiencies and enhance operational capacity to support emergency dispatch services.

The project scope includes the enlargement of the dispatch control center and server rooms to accommodate upgraded dispatch consoles and equipment. Additional improvements include the installation of new dispatch control stations, renovation of the restroom facilities to meet ADA compliance standards, and the expansion of the existing asphalt parking lot to improve site accessibility and functionality.

Following the competitive bid process, A&B Construction was awarded the construction contract on June 9, 2025, in the amount of \$292,885.67, with construction activities commencing on July 14, 2025. During the renovation phase, several modifications to the original Scope of Work were necessary to address unforeseen structural conditions and additional infrastructure and equipment requirements identified by Shelby County 911 within the IT server room.

To support these expanded needs, Shelby County 911 approved an additional \$307,000 in funding for the project. Shelby County has agreed to remit payment directly to the contractors upon receipt of approved invoices. As such, no funds will be processed through the Town of Collierville. A breakdown of the original donation and the additional funds can be found in the table below.

Description	Original Donation Amount	New Donation Amount	Amount of Increase
Construction Costs	\$325,000	\$380,000	\$55,000
Dispatch Console Furniture	\$165,000	\$170,000	\$5,000
Electrical Modifications	\$25,000	\$35,000	\$10,000
Racks in Server Room	\$0	\$25,000	\$25,000

Dispatch Chairs	\$0	\$12,000	\$12,000
Amended Budget (Contingency)	\$0	\$200,000	\$20,000
Total:	\$515,000	\$822,000	\$307,000

DISCUSSION:

The Police Backup Dispatch Center Renovation Project has experienced several unforeseen challenges, including plumbing and structural issues not identified prior to the commencement of construction. Multiple modifications were required to ensure compliance with Town Building and Fire Codes.

Furthermore, Shelby County 911 has requested all dispatch server rooms be constructed with standardized layouts to promote uniformity in maintenance and troubleshooting procedures. To support the successful completion of the project, Shelby County 911 has increased its total donation from \$515,000 to \$822,000.

BUDGET IMPACT:

None.

ATTACHMENTS:

[TOC2025-35 - Police Backup Dispatch - SC911 Donation 10-14-2025.pdf](#)

[TOC2025-35 - Police Backup Dispatch - SC911 Donation 3-26-24.pdf](#)

PROPOSED MOTION:

To accept a donation from Shelby County 911 in the amount of \$307,000.00, increasing the total contribution to \$822,000.00, to support completion of the Police Back-Up Dispatch Center Renovation Project.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						