



**PARKS, RECREATION & CULTURE MEMORANDUM
#3-2022**

DATE: Jan. 24, 2022

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager 

FROM: Amanda J. Peterson, Director of Parks, Recreation & Culture 
Eric Ensey, Senior Planner
Nathan Haasis, PE, Senior Engineer

SUBJECT: CR-40 – VTI Security Additional Contingency Authorization

PURPOSE

To consider CR-40, requesting authorization for additional contingency for the contract with VTI Security (VTI) in the amount of \$20,000 for security and access control services associated with the Northglenn Civic Center (NGCC) Master Plan Phase I Implementation Project.

BACKGROUND

City Council authorized a contract on April 27, 2020 with VTI for Security and Access Control of Phase I of the NGCC Master Plan in the amount of \$400,261.04. Phase I includes the new Northglenn Recreation Center, Senior Center and Theatre, as well as the Memorial Parkway and associated infrastructure.

City Council approved a contract amendment on April 12, 2021 with VTI that authorized a project contingency of \$70,000 and the City Manager to approve changes in the scope of work and execute relevant change orders.

City Council also approved a contract amendment on Sept. 27, 2021 with VTI that authorized a project contingency of \$10,000 and the City Manager to approve changes in the scope of work and execute relevant change orders.

UPDATE

The authorized contingency has been fully expended. The installation of additional hardware and monitoring services are needed to allow for a complete building security system that would integrate with the existing hardware. The additional requested security and access control services include:

- Additional card reader
- Remove/replace existing door hardware
 - Box Office – Allows hardware to parallel both readers together
 - Senior Lounge – Replaces existing hardware to lock from activity side
- After-hours intrusion monitoring
- Monitoring agreement
- Update as-built drawings

These features would increase staff's efficiency, security and overall mobility throughout the facility.

BUDGET/TIME IMPLICATIONS

Funding is available within the overall project contingency. Authorization of the proposed additional contingency in the amount of \$20,000 associated with the contract with VTI would not result in an increase to the overall project budget.

STAFF RECOMMENDATION

Attached to this memorandum is CR-40, a resolution that, if approved, would authorize an additional project contingency of \$20,000 and authorize the City Manager to approve changes in the scope of work and execute relevant change orders up to the approved expenditure limit of \$500,261.04. Staff recommends approval of CR-40.

STAFF REFERENCE

If Council members have any questions, please contact Amanda Peterson, Director of Parks, Recreation & Culture, at apeterson@northglenn.org or 303.450.8950.

CR-40 – VTI Security Additional Contingency Authorization

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-40
Series of 2022

Series of 2022

A RESOLUTION AUTHORIZING CONTINGENCY FUNDS FOR THE AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND VTI SECURITY FOR THE NORTHGLENN CIVIC CENTER PHASE 1 SECURITY AND ACCESS CONTROL PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council hereby approves contingency funds in the amount of \$20,000.00 for the contract previously approved between the City of Northglenn and VTI Security for the Northglenn Civic Center Phase 1 Security and Access Control Project and authorizes the City Manager, on behalf of the City, to approve minor changes in the scope of work and execute relevant change orders up to the approved expenditure limit of \$500,261.04.

DATED, at Northglenn, Colorado, this _____ day of _____, 2022.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney