

**PARKS, RECREATION & CULTURE MEMORANDUM  
#26-2021**

**DATE:** Sept. 27, 2021

**TO:** Honorable Mayor Meredith Leighty and City Council Members

**THROUGH:** Heather Geyer, City Manager *hmg*

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

**SUBJECT:** CR-102 – VTI Security Additional Contingency Authorization

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**PURPOSE**

To consider CR-102, a resolution authorizing additional contingency for the contract with VTI Security in the amount of \$10,000 for security and access control services associated with the Northglenn Civic Center (NGCC) Master Plan Phase I Implementation Project.

**BACKGROUND**

City Council approved a contract with VTI on April 27, 2020, 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 Recreation Center, Senior Center and Theatre, as well as the Memorial Parkway and associated infrastructure.

City Council authorized \$70,000 of contingency funds for the contract with VTI on April 12, 2021 and authorized the City Manager to approve minor changes in the scope of work and execute relevant change orders up to the approved expenditure limit of \$470,261.04.

**UPDATE**

Additional scope was identified during site punch walks and this scope of work was determined to be necessary for staff operation of the facility. The additional requested security and access control services include:

- Additional card reader
- Recessed door contact
- Installation and wiring electrified lever and hinge
- Composite cabling
- Program, conduit and pulling cables for a security system panel
- Coordination and integration to additional door operator

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

**STAFF RECOMMENDATION**

Attached to this memorandum is CR-102, a resolution that, if approved, would authorize additional contingency of \$10,000 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 \$480,261.04. Staff recommends approval of CR-102.

**BUDGET/ TIME IMPLICATIONS**

Funding is available within the overall project contingency. Authorization of the proposed additional contingency in the amount of \$10,000 associated with the contract with VTI would not result in an increase to the overall project budget.

**STAFF REFERENCE**

If Council members have any questions they may contact Amanda Peterson, Director of Parks, Recreation & Culture, at 303.450.8950 or [apeterson@northglenn.org](mailto:apeterson@northglenn.org).

CR-102 – VTI Security Additional Contingency Authorization

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-102  
Series of 2021

\_\_\_\_\_  
Series of 2021

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 additional contingency funds in the amount of \$10,000.00 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 \$480,261.04.

DATED, at Northglenn, Colorado, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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MEREDITH LEIGHTY  
Mayor

ATTEST:

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JOHANNA SMALL, CMC  
City Clerk

APPROVED AS TO FORM:

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COREY Y. HOFFMANN  
City Attorney