

**PUBLIC WORKS MEMORANDUM  
#44-2021**

**DATE:** Dec. 6, 2021  
**TO:** Honorable Mayor Meredith Leighty and City Council Members  
**THROUGH:** Heather Geyer, City Manager *Hmg*  
**FROM:** Kent Kisselman, PE – Director of Public Works *KKK*  
**SUBJECT:** CR-138 – Laboratory and Operations Management System Project Contract Addendum

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**PURPOSE**

To consider CR-138, a resolution approving Addendum #1 to the contract for the Laboratory and Operations Management System project.

**BACKGROUND**

In 2019, the City awarded a contract to Hach Company to upgrade the water and wastewater plants' laboratory and operations management system. Staff requests an amendment to this contract to add several items necessary for a smooth transition, compliance with the Colorado Department of Public Health & Environment (CDPHE), and additional training.

The requested changes would incur a cost of \$12,100. These changes would enable the data migration from three current data systems, customized reporting to make submitting reports to CDPHE more efficient, additional training for water plant operators, and an additional license to allow additional operator usage.

**BUDGET/TIME IMPLICATIONS**

The Laboratory and Operations Management System project is budgeted out of the Water Fund. The budget line item has \$88,323 available.

	<b>Amount</b>
Original contract	\$64,975
Contract Addendum #1	\$12,100
<b>Proposed project contract</b>	<b>\$77,075</b>

**STAFF RECOMMENDATION**

Attached is CR-138, a resolution that, if approved, would authorize the Mayor to execute Addendum #1 to the contract between the City and Hach Company for the Laboratory and Operations Management System project in the amount of \$12,100.

**STAFF REFERENCE**

If Council members have any questions, please contact Kent Kisselman, Director of Public Works, at [kkisselman@northglenn.org](mailto:kkisselman@northglenn.org) or 303.450.4005.

CR-138 – Laboratory and Operations Management System Project Contract Addendum

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-138  
Series of 2021

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

A RESOLUTION APPROVING ADDENDUM NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND HACH COMPANY FOR THE LABORATORY AND OPERATIONS DATA MANAGEMENT SYSTEM

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

Section 1. Addendum No. 1 to the Professional Services Agreement between the City of Northglenn and Hach Company, attached hereto, in the amount of \$12,100.00 for a total project amount not to exceed \$77,075.00 for the Laboratory and Operations Data Management System is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

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

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

**ADDENDUM #1 TO AGREEMENT FOR PROFESSIONAL SERVICES**

THIS FIRST ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the CITY OF NORTHGLENN, State of Colorado (hereinafter referred to as the "City") and Hach Company (hereinafter referred to as "Consultant").

**RECITALS:**

A. On July 8, 2019 the City and Consultant entered into an Agreement for Professional Services for professional consulting services (the "Agreement").

B. The parties desire to supplement the Agreement with this Addendum #1 to allow for an additional scope of services for:

**Exhibit A, Additional Services**

**AGREEMENT**

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, that Consultant shall provide to the City, professional consulting services as needed in the manner provided in the Agreement.

1. The Scope of Services in the Agreement is hereby supplemented to include the scope of services for consulting attached hereto as **Exhibit A**, and incorporated herein by this reference (the "Additional Scope of Services"). Consultant shall commence work on the Additional Scope of Services within ten (10) days of the issuance of a Notice to Proceed.

2. Subparagraph A. of Article IV entitled "Compensation" is hereby amended to provide as follows:

A. Compensation shall not exceed \$77,075 for the work performed under the original contract and work authorized by this Addendum #1 as outlined in Exhibit A.

3. The original Agreement is in full force and effect and is hereby ratified by the City and the Consultant. The original Agreement and this Addendum constitute all of the agreements between the City and the Consultant.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe to the same in duplicate.

**CITY OF NORTHGLENN, COLORADO**

By: \_\_\_\_\_

Meredith Leighty \_\_\_\_\_

Print Name

Mayor \_\_\_\_\_

Title

Date

ATTEST:

\_\_\_\_\_  
Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Corey Y. Hoffmann, City Attorney

**CONSULTANT**

By: Mary Baird 11/30/21

Director Global Sales & Projects Enablement 11/30/2021

Title

Date

ATTEST:

Alyna Pull \_\_\_\_\_

Bid Specialist 11/30/2021

Title

Date



Project Change Order			
Facility Name:		City of Northglenn	
Hach Project #:		14133818 / 315648766	
Request Date:		11/12/2021	
Hach Project Manager:		Scott Talbot	
Customer System Champion:		John Winterton	
Description of Change:		Data Migration - \$2400 per 316063220 Additional Custom Reports - \$5400 per quote 100502677v2 & 316064447 Two Additional Concurrent Users - \$2300 per quote pricing 100712541v1 One Additional day of onsite training - \$2000 per quote 100712541v1	
Reason for Change:		Additional customer needs.	
<b>Impact of Change</b>			
Project Schedule:		On track for completion in 2021.	
Project Pricing:		Original Contract price: \$64,975 Change order additions listed: \$12,100 <b>New contract price total: \$77,075</b>	
Resources:		WIMS Professional Services	
Other:			
<b>Required Deliverables</b>			
<input type="checkbox"/>	Scope of Work	<input type="checkbox"/>	Additional/Adjusted Pricing
<input type="checkbox"/>	Project Schedule	<input type="checkbox"/>	Other
PO#: <b>Contract # 2019-058</b>		Original PO Amount: <b>\$64,975</b>	
Requested Date of Implementation :		By project completion in 2021	
<b>Signatures</b>			
Hach	DocuSigned by: <i>Scott Talbot</i> 400BF6F2F24E4A5...	Date	November 12, 2021 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Rejected
Client		Date	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Rejected