



## Police Department Access Control System Proposal

The Petersburg Police Department's access control system/electronic locking system has failed. The locking system computer software will not allow any modifications to the system and will not allow any access to the software. Chief Kerr contacted HID who provided electronic keycards and asked for a new software program. HID explained they only provide hardware and not the software system. HID checked the job code which revealed the contractor who installed the system installed 1996 technology into the municipal building when it was remodeled. HID explained the security concerns with the current system and recommended changes to the system to reflect industry standards.

HID sent out Petersburg Police Department's request to vendors servicing Alaska. Chief Kerr received two responses one from Arctic Fire & Security and the other from a different vendor. Arctic Fire & Security was the only vendor to show up in person to conduct an evaluation of the current needs and see what equipment could be reused in the updated access control system. Arctic Fire & Security is also the same vendor the Petersburg School District used for their access control proposal.

The Petersburg Police Department is proposing to use E911 funds for this project in the amount of \$86,876.00. The use of E911 funds is an appropriate funding source since the Petersburg Dispatch Center is housed inside the Petersburg Police Department. Current E911 fund balance is \$242,823 as of November 13, 2023.

If you have any question or want more information on this project please contact Chief James Kerr.

**Petersburg Borough Police Department**

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## PROPOSAL

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**TO:** Petersburg Police Department  
Petersburg, AK

**DATE:** 10/16/2023

**ATTN:** James Kerr                      **PROPOSAL NUMBER:** AFS.101623

**SCOPE:** New Access Control System Installation and Upgrade

Arctic Fire & Security (AFS) appreciates the opportunity to submit the following proposal to provide installation services and access control system upgrade. The following proposal information breaks down our scope of work based on the walk-through conducted and information provided for the Petersburg Police Department. Based on this information, we propose to provide a new Genetec access control platform that will utilize most of the existing hardware such as security enclosures, controller boards, power supplies, electrified and wired door hardware, and cabling. We have the following project deliverables and project overview that encompasses key phases of this project:

### Scope of Work:

#### Demo of Existing Access Control System Details:

Demo the existing Best Stanley/Lenel access control field hardware throughout the Police Department which includes:

- Removal of (26) Best Stanley wired card reader keypads
- Removal of (6) Best Stanley wireless lock sets
- Removal of (1) Lenel LNL-2220 two door network controller board

#### New Access Control Material Details:

Provide a new access control platform that will utilize Genetec Security Center with Synergis access control management platform. The Genetec system will be capable of reusing the existing (4) Lenel security enclosures, (16) two door controller boards, (1) 16 input/output board, all hard-wired electrified door hardware, door contacts, network switch, and security cabling. New hardware that will be provided and installed for the Genetec access control system will include:

- (1) Genetec Security Center 5.11 with Synergis Standard Access Control Management Platform
- (1) Genetec Cloudlink Controller
- (1) Mercury LP1502 Two Door Network Controller
- (26) HID Signo Card Reader Keypads
- (6) Assa Abloy Sargent IN100 Series Wireless Locksets with Cover Plate Kits and Batteries
- (3) Assa Abloy PoE Wireless Hubs
- (1) USB Enrollment Card Reader
- (100) HID Seos Credential Badges
- (100) HID Seos Key Fobs
- (1) Access Control 1U Management Server and
- (1) Workstation with Monitor
- (1) Partial CAT6 Cable



**Installation Details:**

The new access control server will be programmed and configured to the extent possible prior to installation in the police department Comm Room. AFS will work with the Police Department personnel to establish door names, door access rules, door schedules, door overrides, personnel access groups, employee names, etc. The Genetec Cloudlink controller and LP1502 will be installed in the existing Lenel enclosure located in the main Comm Room and the new server will be rack mounted in an exiting equipment rack. (26) new HID Signo card reader keypads will be installed at each door that currently has the Stanley reader keypads. The doors with wireless Stanley card reader/locks will be removed and the (6) new Assa Abloy Aperio wireless locks will be installed on the same doors. Three new wireless security hubs will be installed in strategic areas to connect the wireless locks to the Genetec system. New CAT6 cable will be installed from each wireless security hub back to the existing security network switch. A new client workstation will be installed in a room designed by the Police Department what will be used to enroll new badges and allow for management of the overall access control system. AFS will work with Professional Computer Services (PCS) and ProComm for networking information, coordination, remote system access, and to ensure the remote touch-screen features remain intact with the new Genetec access control system.

Once the system is installed, AFS will thoroughly test each door, card reader, and electrified lock for proper operations, functions, and system reporting. AFS will work with Police personnel to test the touch-screen functionality and make sure doors unlock like the current sequence of operations. Once testing is complete, AFS will provide end user training on the Genetec access control daily operations, badge enrollment, and system features.

**Alternate Option – Install (6) Wired Doors Instead of Wireless Readers and Locks: \$13,680.00 (not included in base price)**

As an alternate to installing the wireless Assa Abloy card reader and locks, provide and install (6) new electric mortise locksets, (6) electrified hinges, (3) Mercury two door controller boards, (6) HID Signo standard card readers, (1) door lock power supply with back-up batteries, and new access control cable to each of the six doors. Each door will be core drilled, new electrified mortise locksets, hinges, and card readers will be installed at each of the six doors. A new door lock power supply and (3) new two-door controller boards will be installed in the main comm room where the new security cables will be terminated. Once installation is complete, AFS will thoroughly test each door, card reader, and electrified lock for proper operations, functions, and system reporting.

**Project Remarks:**

- Standard warranty 1 year provided, which includes labor and materials. Warranty takes effect upon substantial completion, which is defined as beneficial use of the systems provided above.
- Petersburg Police Department agreed to provide vehicle and ladders during installation.
- Removed equipment to be turned over to the Police Department.
- All air fare, lodging, vehicle costs for the duration of the project are included.
- Remote service and support will be billed separately as time and material.

**Scope of Work Total Project Amount: \$86,876.00**



**Project Exclusions:**

- Lifts, Ladders, Bucket trucks
- Ceiling tile replacement
- Performance & Payment Bonding cost
- Permits and Permit fees
- Warranty on existing equipment, cabling, hardware
- Network switches, equipment racks
- Additional cost incurred due to COVID-19 restrictions, delays, quarantine requirements
- Videography of testing or training, if required
- Patching, touchups, and painting
- Cost incurred due to weather delays, product delays, or delays by others
- All work not mentioned in this proposal will be billed out at Time and Materials

This proposal is hereby accepted, thus allowing Arctic Fire & Security authorization to proceed with the work mentioned in this proposal.

This proposal is valid until: 11/30/2023

Purchaser:

Arctic Fire & Security

Signature:

Signature:

Name:

*Brandon Skeel*

Title:

Brandon Skeel

Date:

Director of Operations

Date: 10/16/23



**TERMS AND CONDITIONS.**

1. **SCOPE OF WORK:**
  - Customer shall permit AFS, free and timely access to areas and equipment, and allow contractor to start and stop the equipment as necessary to perform required services. All planned work under this agreement will be performed during AFS normal working hours.
  - Any alteration to, or deviation from, this agreement involving extra work, cost of material or labor will become an extra charge (fixed amount to be negotiated or on a time and material basis at AFS street rate then in effect) over the sum stated in this agreement.
  - AFS will not be required to move, replace or alter any part of the building structure in the performance of this agreement.
2. **TERMINATION OF CONTRACT:**
  - Either Party may terminate the contract with a thirty (30) day written notice. Customer agrees to pay for all work and material purchased for work rendered during the length of the agreement.
3. **MODIFICATIONS:**
  - No change or modification to the contract or terms & agreement stated herein shall be binding upon AFS unless accepted by AFS in writing.
4. **WARRANTY:**
  - In case of any failure to perform its obligations under this agreement, AFS liability is limited to repair or replacement as its option, and such repair or replacement shall be customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, act of God and shall not extend beyond the term of this agreement.
  - Third party parts will carry manufacturer's warranty only.
5. **ENTIRE AGREEMENT:**
  - This proposal, upon acceptances shall constitute the entire agreement between the parties and supersedes any prior representations or understanding.
  - The annual agreement price is subject to adjustment on each commencement anniversary to reflect increasing labor, material and other costs.
6. **INVOICE & PAYMENT:**
  - Customer will promptly pay invoice within 20 days of customer receipt. Should payment become 30 days or more delinquent contractor may stop all work under this agreement without notice, and/or cancel this agreement, and the entire agreement amount shall become due and payable immediately upon demand.
7. **TAXS:**
  - Customer shall be responsible for all taxes, applicable to the service, and/or material hereunder.
8. **LIABILITY:**
  - In the event AFS must commence legal action in order to recover any amount payable under this agreement, customer shall pay AFS all court costs and attorney's fees incurred by AFS.
  - Under no circumstances, whether arising in contract, tort (including negligence), equity or otherwise, will AFS be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of customer's tenants or clients, or any special, indirect or consequential damages.
9. **INDEMNITY:**
  - To the fullest extent permitting by law, customer shall indemnify and hold harmless AFS, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of work hereunder, providing that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of customer, anyone directly or indirectly employed by customer, or anyone for whose acts customer may be liable, regardless of whether it is caused in part by negligence of AFS.
  - AFS should not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delays of carriers, strike, including those by AFS employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of these elements, force of nature, or by any cause beyond its control.
10. **OCCUPATIONAL SAFETY:**
  - Customer shall make available to contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
  - AFS expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the customer's facility, arising out of or in connection with AFS work. Under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(s) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
  - AFS obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous waste or hazardous material, or any fungus (s) or spore(s); substance, vapor or gas produced by or arising out of any fungus(es) or spore(s); or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus (s) or spore(s). In the event such substance, waste and materials are encountered, AFS sole obligation will be to notify the owner of their existence. AFS shall have the right thereafter to suspend its work until such substance; waste or material and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.

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**INTEROFFICE MEMORANDUM**

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**TO:** JODY TOW, FINANCE DIRECTOR

**FROM:** KARL HAGERMAN, UTILITY DIRECTOR

**SUBJECT:** FY 2024 SUPPLEMENTAL BUDGET ITEMS

**DATE:** 11/12/23

**CC:** STEVE GIESBRECHT, BOROUGH MANAGER  
DEBRA THOMPSON, BOROUGH CLERK

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I'm providing this memo to go over my proposed inclusions in the next supplemental budget ordinance. As some of these are quite large, a detailed explanation that can be attached to the ordinance and forwarded to the Assembly seemed prudent.

**PMPL Blind Slough Hydro project**

Increase/transfer **\$880,000** from electric fund reserves to capital project fund 747 to finish out the project. I have waited for a long time to request this transfer as I believed that the department would hear favorable news about the \$2.7 million grant from the DOE Section 243 program that would nullify the need for a transfer at all. The definitive news has not come, although we recently heard that we have been found eligible to proceed with the next phase of the award process, which includes ranking and awarding of grant funds. The project is fast approaching conclusion, with the current goal to have the hydro fully operational by December 13<sup>th</sup>. Many invoices will be coming due in concurrence with project completion so it is necessary to ensure the project budget can support payments to our vendors, contractors, and engineers.

Often there are transfers needed at the conclusion of a project but usually not this large. Many issues have contributed to this large transfer, including a bond ordinance that was based on the best estimate for the construction contract that we had at the time. The bond planned on a construction cost of \$5,098,800 and the construction award was for \$5,744,000. Also, there were many ancillary services and expenses that were not estimated at the time of the bond ordinance discussion but were needed in the project. These included purchasing long lead time project valves and a flow meter, as well as ensuring that the Crystal Lake Hatchery had reliable equipment and a backup pump for the project period. Many professional service contracts were needed to ready the project for bidding and to support the project during construction, including welding inspections, concrete testing, SCADA integration and commissioning support, hazardous materials evaluations of existing equipment and paint, onsite powerhouse crane testing/certification, and payments to the bond counsel. Lastly, our project engineering firm, McMillen, is fast approaching the limits of their contract and this needs to be increased in order to get the project to close out. McMillen has provided excellent support to the project but the largest issue that we've had with their contract is that the construction support line item was not sufficient. The onsite engineer and inspector was estimated to be needed for 3 months total and instead he

needed to be onsite for 5 ½ months. An increase to McMillen's contract will be forthcoming to the Assembly so the project can be completed.

Although this is a big transfer, Electric fund reserves can support it. It will be the intent of the department to transfer these supplemental funds back to electric reserves when the grant money is received.

**PMPL** Increase 410 405 501352 by \$5,850.00 to cover invoices from Marine Services Inc. for work on the EMD 16 generator that were received after the fiscal year had ended.

**PMPL** Increase 410 405 501353 by \$20,981.00 to cover additional unanticipated work by NC Machinery on the Caterpillar 398 generator rebuild and also for invoicing that was received after the fiscal year had ended.

**PMPL** Increase 410 000 501449 by \$20,055.89 to cover unanticipated repairs by Altec for our line trucks. The digger derrick had an issue with the boom controls and both bucket trucks need replacement platforms (buckets) to remain safe to operate.

**PMPL** Increase 410 000 501430 by \$13,000.00 to cover online training of PMPL staff on the Eaton Yukon AMI program. Staff were trained by Eaton when the AMI metering system was first installed, but turnover has resulted in a lack of sufficient training that must be resolved. The training is offered online by live trainers with no travel required by PMPL staff.

#### **Wastewater Dept Pump Station 4 Force Main Project**

Transfer \$144,000 to capital project fund account 739 000 501410 in order to award a professional services contract for pump station control panels and control programming.

I am working on a loan increase with ADEC for this project, but it will be some time before that process is complete. In order to keep the project moving forward toward a bid date this winter, a budget increase is needed to award a professional services contract to RMC Engineering of Juneau. As has been the department's practice on large WW pump station projects, we are able to reduce overall costs to the project and ensure that new control systems are compatible with department standards by directly soliciting a vendor with extensive experience with our system. This reduces design development costs and gives us access to engineers and technicians that understand our system very well. The current loan for the project is being consumed by the principal design engineering firm, so an increase to the project budget of \$144,000 is needed to engage RMC and move forward with control design and control panel construction. I am pulling the loan increase application documents together and planning to see this project out to bid this winter with a 2024 construction period.