

# Memorandum

**REPORT TO:** City Commission

**FROM:** Jon Henderson Assistant City Manager  
David Arnado Facilities Superintendent

**SUBJECT:** Authorize the City Manager to Sign a Professional Service Agreement with LONG Building Technologies to upgrade and consolidate our existing Security Access Control Systems to the Lenel OnGuard platform

**MEETING DATE:** June 3, 2025

**AGENDA ITEM TYPE:** Agreement - Vendor/Contract

**RECOMMENDATION:** Authorize the City Manager to Sign a Professional Service Agreement With LONG Building Technologies to upgrade and consolidate our existing Security Access Control Systems to the Lenel OnGuard platform

**STRATEGIC PLAN:** 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

**BACKGROUND:** The Bozeman Facilities Department manages access control systems for all City Facilities, including physical locks and keys as well as electronic locks activated by security badges. To manage and monitor electronic locks the Facilities Department uses Access Control Systems and currently is using Lenel S2 at our newer facilities, while older buildings use the AlarmLock system. Using these Access Control Systems, Facilities staff can remotely control access to doors for each staff member and track unauthorized access to secure areas. This proposal is to upgrade and consolidate our existing Access Control Systems to the Lenel OnGuard platform which will allow us to integrate Access Control and Security Systems Citywide into a single package with enhanced features.

“What we are replacing and why”  
The AlarmLock and Lenel S2 systems in use at our buildings are not compatible with each other, which has required us to manage and update several systems anytime a change needs to be made. This results in staff inefficiencies and creates opportunities for discrepancies between the two systems. Integrating our existing AlarmLock system into the upgraded OnGuard platform will centralize our access control system into a platform that can integrate with other security and building systems.

“Why this is in the interest of the City”  
Consolidating our existing Access Control systems into the upgrade to Lenel OnGuard will improve security at all City buildings by eliminating redundancy and bringing all security systems into the same platform. This upgrade will provide more security features and prepare us to bring additional buildings

into the system in the future.

**UNRESOLVED ISSUES:** Not at this time

**ALTERNATIVES:** As suggested by City Commission

**FISCAL EFFECTS:** This contract will incur a fixed price of \$26,052. to be paid from Facilities operating budget

Attachments:

[PSA General LONG Alarm Lock integration into Lenel OnGuard.pdf](#)

[Exhibit A LONG Building Technologies Alarm Lock into Lenel OnGuard.pdf](#)

Report compiled on: May 6, 2025