



New Common Access Control/Key Card System

IMPORTANT NOTICE TO ALL UNIT OWNERS: CHANGE TO UNIFORM LOCK SYSTEM

ALL SUNDIAL LODGE UNITS WILL HAVE NEW LOCKS INSTALLED BY DECEMBER 1, 2016

September 29, 2016

Sundial Lodge Homeowners,

Please note that the HOA Management Committee has determined that a uniform access control system for the property will be installed in the fall of 2016. ***All residential unit door locks will be converted to the same RFID lock system for access to each unit and all common area amenities provided for guests and owners.*** This letter will serve as notice for the change and help explain the process and procedures for each owner to review and share with individual property and rental managers as well as any guests or long-term tenants that stay at Sundial Lodge.

History

The currently common lock system is original to the building and roughly 16 years old. The magnetic key cards and mechanical components of the locks are prone to failure and negative owner and guest experiences. The change will help reinforce the Management Committee's desire to maintain the Sundial Lodge's reputation as a premier resort vacation property. The Association has allowed owners to install alternate locks in the past, but is now changing that policy to create uniform access. Owners may be eligible for reimbursement for the purchase of other locks. See below.

New Lock System

The new property-wide lock system will be the VingCard Classic RFID locks in a satin chrome finish. The new locks will fit within the footprint of the existing, original Ving locks on the unit doors. Owners and guests will be issued either RFID key cards OR fob keys to open the assigned unit locks and all common area amenity doors throughout the project (pool areas, garage, fitness room, etc.). The HOA will maintain master control over all locks on the system and have auditing capabilities to read and determine recent lock use.

Quick Question/Answers on the change:

1. Is this change optional? No, the unit doors and electronic locks are considered limited common areas of the project and fall under the HOA's duty to administer, replace, and service. Units that have installed alternative locks will be required to change to the new common access controls.

2. Is the change necessary? The current lock system is aging and no longer in production. Replacement parts have been difficult to obtain. There have also been ongoing challenges with the magnetic strip cards failing and mechanical components of the locks routinely failing too.

3. When will the new service be installed? The arrangement being finalized right now will have the installation for all locks in the Sundial Lodge to be completed between November 1 and December 1. The actual timeline will be determined by the availability of all the units.

4. How much does this system cost the HOA? The proposal for converting all 245 locks at the property (this includes each unit, with breakout doors and all common amenity and back-of-house doors) came to just over \$91K. The amount that has been discussed and budgeted for this planned capital improvement was \$104,000.

5. What is the difference between the RFID cards and key fobs? The RFID key cards look similar to the previous magnetic stripe cards, but a little bit thicker. They have an embedded chip that can be remotely programmed for access to authorized unit doors and common amenity doors. The key fobs are more of a long-term access option for users that will not have regular programming updates. For example, an owner that does not rent, or uses a long-term tenant can receive key fobs that will be programmed to for use of, at minimum, one full year, as requested. See section below on different user groups for further detail.

6. How long will the RFID cards work? The new key cards are not susceptible to the same demagnification and other failures seen in the current system. They are expected to last several years and can be routinely reprogrammed.

7. I rent with Vail Resorts, what do I need to do? Nothing, Vail Resorts will implement the necessary changes for a seamless transition for you and your guests.

8. I rent with All Seasons Resort Lodging, what do I need to do? Nothing, ASRL will implement the necessary changes for a seamless transition for you and your guests.

9. I rent by VRBO or other rental by owner process, what do I need to do? We have you covered! You have options; see the different user group descriptions below.

10. I don't rent my unit, what do I need to do? You will be provided 5 fob keys to access your unit as needed. See the User Group Detail below for more information.

11. I purchased another lock as authorized by the HOA. Can I be reimbursed for that expense? Possibly, please contact Jim Simmons to have your situation reviewed and presented to the Management Committee for consideration. Jim can be reached at jim@asrlodging.com or 435.575.0420.

12. What is next? The installation of the locks will take place in November. Each owner will receive a survey that verifies how they intend to utilize access control changes. Owners that wish to utilize services other than those provided by Vail Resorts and All Seasons Resort Lodging will receive additional details confirming available options.

13. Who do I contact with questions? Jim Simmons, HOA Manager jim@asrlodging.com or 435.575.0420.

USER GROUP DETAILS

Required access to each owner's unit will be provided by the HOA under the following arrangements for the new system:

Unit Owners that Rent with Vail Resorts -

Vail Resorts will purchase an encoder that will allow owners and rental guests to have encoded RFID key cards that are issued for the period the guest or owner is in-house. The cost of the encoder is \$1,000.00. The key cards will open the individual units programmed into the Vail rental program as arranged and authorized by the HOA. Vail employees and managers will ONLY have access to the units in the Vail Rental program.

Unit Owners that rent with All Seasons Resort Lodging -

All Seasons Resort Lodging (ASRL) will provide the master control service for the property lock system and utilize the HOA owned encoder that will allow owners and rental guests to have encoded RFID key cards that are issued for the period the guest or owner is in-house. The key cards will open the individual units programmed in to the ASRL rental program as arranged and authorized by the HOA.

Unit Owners that use any other rental management company -

If you have any other lock other than the original Ving lock on your door it will be removed and the new lock system installed this fall. You must notify your rental management company to coordinate access to the unit with one of the following options:

- a. Your rental manager may purchase an RFID key encoder from Assa-Abloy that can be configured to issue key cards for units within their rental program at Sundial Lodge. The keys will also open all common amenity doors as well (pool areas, parking garage, fitness area, etc.) The cost is \$1,000 for the encoder, plus the costs for the RFID cards (\$3 each) or fob keys (\$5 each). Any fees and costs associated with the encoder and key cards will be at the rental manager's expense and require HOA advance authorization and set-up. Contact Jim Simmons with ASRL for further details at jim@asrlodging.com or 435.575.0420.
- b. As the owner of a residential unit, you are entitled to five (5) RFID fob keys that can be programmed to open your unit and the common amenity doors (pool areas, parking garage, fitness area, etc.). They will be programmed for a minimum of 1 year without being renewed. The exact length of time the programming will be available is to be determined. Your unit will be accessible by anyone that has the fob key and therefore you will be responsible for reporting any lost or stolen fob keys. The first 5 fob keys are provided by the HOA at no cost to you. It will be your responsibility to issue fob keys to any guests or tenants that use your unit and collect them back as needed. Replacement fob keys will be \$50 each.
- c. Owners have the option of entering in to an agreement with the HOA manager (ASRL) to issue RFID key cards for the guests during the period of their stay for a fee, subject to restrictions and conditions imposed by ASRL. The initial cost of this service will be \$30 per check-in.

Unit Owners that use VRBO, HomeAway or other rental by owner services -

a. You may purchase an RFID key encoder from Assa-Abloy that can be configured to issue key cards for your unit. The keys will also open all common amenity doors as well (pool areas, parking garage, fitness area, etc..) The cost is \$1,000 for the encoder, plus the costs for the RFID cards (\$3 each) or fob keys (\$5 each). Any fees and costs associated with the encoder and key cards will be at your expense and require HOA advance authorization and set-up. Contact Jim Simmons with ASRL for further details at jim@asrlodging.com or 435.575.0420.

b. As the owner of a residential unit, you are entitled to five (5) RFID fob keys that can be programmed to open your unit and the common amenity doors (pool areas, parking garage, fitness area, etc..). They will be programmed for a minimum of 1 year without being renewed. The exact length of time the programming will be available is to be determined. Your unit will be accessible by anyone that has the fob key and therefore you will be responsible for reporting any lost or stolen fob keys. The first 5 fob keys are provided by the HOA at no cost to you. It will be your responsibility to issue fob keys to any guests or tenants that use your unit and collect them back as needed. Replacement fob keys will be \$75 each.

c. Owners have the option of entering in to an agreement with the HOA manager (ASRL) to issue RFID key cards for the guests during the period of their stay for a fee, subject to restrictions and conditions imposed by ASRL. The initial cost of this service will be \$30 per check-in.

Unit Owners that do NOT rent -

a. As the owner of a residential unit, you are entitled to five (5) RFID fob keys that can be programmed to open your unit and the common amenity doors (pool areas, parking garage, fitness area, etc..). They will be programmed for a minimum of 1 year without being renewed. The exact length of time the programming will be available is to be determined. Your unit will be accessible by anyone that has the fob key and therefore you will be responsible for reporting any lost or stolen fob keys. The first 5 fob keys are provided by the HOA at no cost to you. It will be your responsibility to issue fob keys to any guests or tenants that use your unit and collect them back as needed. Replacement fob keys will be \$50 each.

b. Owners have the option of entering in to an agreement with the HOA manager (ASRL) to issue RFID key cards for the guests during the period of their stay for a fee, subject to restrictions and conditions imposed by ASRL. The initial cost of this service will be \$30 per check-in.