

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

45478

Agenda Number

32.

Meeting Date:

June 4, 2015

Department:

Purchasing

## Subject

Authorize award and execution of a supply contract with KNOX ASSOCIATES INC. DBA THE KNOX COMPANY to provide mini narcotics lockers for the Emergency Medical Services Department in an amount not to exceed \$63,009.

## Amount and Source of Funding

Funding in the amount of \$63,009 is available in the Fiscal Year 2014-2015 Operating Budget of the Emergency Medical Services Department.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing  
Language:

Sole Source. This is the current provider.

Prior Council  
Action:For More  
Information:

Erin D'Vincent, Senior Buyer Specialist, 512-972-4017

Boards and  
Commission  
Action:

Related Items:

MBE / WBE:

This contract will be awarded as a sole source and is exempt from City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program.

## Additional Backup Information

The contract will provide the Emergency Medical Services Department (EMS) with Knox MedVault mini narcotics lockers to secure narcotics. The need to secure controlled medications is governed by the Department of Justice, Drug Enforcement Administration (DEA), and Office of Diversion Control which provide the standards for physical security controls and operating procedures. EMS has streamlined the controlled medication program to store controlled medications in its ambulances. Currently, all ambulances are equipped with the Knox KeySecure LockBoxes and 20 ambulances are equipped with the Knox MedVault mini narcotic lockers. This purchase will allow for an additional 52 ambulances to be equipped with the mini narcotic locker configured to store narcotics and be in compliance with DEA and Department of Public Safety guidelines.

The Knox MedVault mini secures controlled substances until authorized personnel access them with their unique personal identification number (PIN) code. An audit trail showing the time, date, and PIN code is recorded each time the vault is opened. The audit trail is then collected via a USB port for review if deemed necessary by EMS. This unit is specifically designed and constructed to be mounted in a rescue vehicle.

The Knox Company is the sole manufacturer and distributor of this equipment and are only sold factory direct to the end user.