

**AGENDA**



**Recommendation for Council Action**

**AUSTIN CITY COUNCIL**

Regular Meeting : February 15, 2018

Item Number: **041**

**Purchasing Office**

Authorize ratification of a contract with Knox Associates Inc., to provide the purchase of lock boxes, keys, and related equipment and services, in an amount not to exceed \$300,000. (Note: Public Health and Safety contracts are exempt from the City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established).

<b>Lead Department</b>	Purchasing Office.
<b>Fiscal Note</b>	Funding is available in the Fiscal Year 2017-2018 Operating Budget of the Austin Fire Department.
<b>Purchasing Language</b>	Ratification.
<b>For More Information</b>	Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or <a href="mailto:AgendaOffice@austintexas.gov">AgendaOffice@austintexas.gov</a> or to the buyer, Erin D’Vincent, at 512-974-3070 or <a href="mailto:Erin.DVincent@ausintexas.gov">Erin.DVincent@ausintexas.gov</a> .
<b>Client Department(s)</b>	Austin Fire Department.

**Additional Backup Information:**

City Code Chapter 25-12, Article 7 (Fire Code) requires high-occupancy and commercial buildings to supply a lockbox, known as a KnoxBox, on the exterior of the building to secure keys and/or access cards for the building. The Austin Fire Department (AFD) and Austin Travis County Emergency Medical Services (ATCEMS) use master keys secured in key retention boxes on their vehicles to open the KnoxBox on the building. In November 2017, the Austin Police Department learned that the security of the local Knox key system was compromised.

Consequently, the AFD will be initiating a phased procurement process to replace and upgrade the lockbox system. This contract is in support of Phase 1 which focuses on issuing new master keys, replacing the lock cylinders on the key retention boxes on AFD and ATCEMS vehicles, installing key retention boxes on several vehicles that do not currently have them, and replacing the lock cylinders on all KnoxBoxes at over 6,000 locations across the city of Austin. AFD personnel will be used to replace the lock cylinders at no additional cost.

Due to the citywide security implications, AFD needed to secure the contract before it could seek Council approval. The contract is being brought to Council at the first available opportunity for ratification.

AFD and ATCEMS will also implement new protocol to restrict access to the keys and enhance their overall security. At present, there is no plan to change the locks of Knox key-operated gates and padlocks, of which there are about 17,500 across the county. Project completion will take several months