



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2023-0292

TO: Mayor and City Council Members

FROM: Sean Canto, Fire Chief
Vince Foisy, Communications System Administrator

DATE: June 19, 2023

SUBJECT: Knox Box Key System Update

REQUEST:

City Council is requested to authorize a project budget to update the City's Knox Box Key System within their emergency vehicles in the amount not-to-exceed \$32,000.00 to Knox Company, Phoenix, Arizona.

REASON FOR PURCHASE:

The City has what is called a Knox Box, which is a small, safe box that holds building keys that allow the fire department to retrieve in emergency situations. All businesses within the City are required to have Knox Boxes, in which a key is stored, that allow access to their buildings should an emergency situation arise and the fire department needs to access the building. The City has a key in their vehicle that will unlock all Knox boxes in order to gain access to the key that is stored in the box to unlock a building. The purpose of a Knox Box is to assist in reducing risk and loss to a building owner since the fire department can enter a building without having to force entry by breaking doors or windows.

The current Knox system the City utilizes in their emergency vehicles was designed under a Microsoft application level that the City just learned will no longer be supported as of June 2023. MIS is currently upgrading their network firewall system, and the Fire Department currently access the Knox boxes for programming and tracking from a desktop computer, through the MIS firewalls, to the access points in the emergency vehicles. With the firewall upgrade that MIS is currently undertaking, the City would have to replace the access points in each emergency vehicle when MIS goes live with the new firewall, which creates an additional expense for the access points, and would need to be completed anytime the City performs a firewall upgrade. In considering the expense and current process, the City looked at other potential options and in discussion with the Knox Company found that a new technology is available in which the City can convert their Knox system over to the new KeySecure 5 boxes that allow for communication and access for programming through a cloud hosted system. In converting our system, it will allow a more streamlined way in which the department is able to communicate and program the boxes, and also eliminate the need to purchase and maintain security on additional firewall equipment in the emergency vehicles. It is the department's recommendation that the City proceed with converting their Knox System over to the new KeySecure 5 boxes. Knox Company is the single source for the Knox system.

PROCESS:

Vendor Name and Address:

Knox Company
1601 W. Deer Valley Road
Phoenix, AZ 85027

Reason for Selection:

Single Source

Method of Purchase:

Project Budget/Blanket Purchase Order

BUDGET:

Funding is not included in the current budget. If approved by City Council, a 2nd quarter budget amendment will be presented to draw from Fire Capital's Fund Balance to cover this expense.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fire Capital	402.748000	Operating Equipment	\$0	\$32,000	(\$32,000)

RECOMMENDATION:

It is recommended that City Council authorize a project budget to update the City's Knox Box Key System within their emergency vehicles in the amount not-to-exceed \$32,000.00 to Knox Company, Phoenix, Arizona.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A