

724



**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FROM: Fire Department**

**SUBMITTAL DATE:  
January 5, 2010**

**SUBJECT: Sole Source Purchase of KNOX® Equipment, Software, and Supplies**

**RECOMMENDED MOTION:** Move that the Board of Supervisors approves and authorize the Sole Source purchase of KNOX® Equipment, Software, and Supplies from The Knox Company for a total amount \$193,912, without securing competitive bids, in accordance with Ordinance 459.4.

**BACKGROUND:** Riverside County Fire Department started using the KNOX® rapid entry system in 1992. In the past seventeen years over 5,500 key lock boxes, 1,800 padlocks, and 2,100 electric key switches have been installed through out the county. These devices have allowed our Public Safety Crews rapid entry into various buildings, gated communities, and other locked facilities. The time has come to upgrade the building key box system to a higher security key and in addition provide a better method of accountability and security for the individual keys.

John R. Hawkins, County Fire Chief

**FINANCIAL  
DATA**

Current F.Y. Total Cost:	\$193,912	In Current Year Budget:	Yes
Current F.Y. Net County Cost:	\$72,600	Budget Adjustment:	No
Annual Net County Cost:	\$0	For Fiscal Year:	N/A

**SOURCE OF FUNDS:** General Funds 37% and Structural Fire Taxes 63%

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY:   
Robert Tremaine

**County Executive Office Signature**

- Dept' Recomm.:  Consent
- Per Exec. Ofc.:  Consent
- Policy
- Policy

**Prev. Agn. Ref.:**

**District:** All

**Agenda Number:**

3.21

Department Concurrence

Purchasing:   
Mark Seiler, Assistant Director

TO: BOARD OF SUPERVISORS

DATE:

SUBJECT:

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**BACKGROUND (continued):** The KNOX© company has developed a key security system (key-secure©) which allows for the securing and tracking of the building keys in our vehicles. The keys, key-secure©, and the KNOX© lock boxes are proprietary in nature and therefore are closely guarded by the company. We are proposing using the KNOX company itself as the sole-source vendor as any requests to other bidders would require them to purchase from the KNOX© company. A mix of manufacturer's equipment is not suggested due to the necessity to issue keys to the fire department for each manufacturer's access box system.

The cost per systems is as follows:

Lock Cores 5,596 each @ \$15.00

Key-Secure 175 each @ \$512.24

Key Cable 175 each @ \$5.00

Reflective Labels 5,000 each @ \$.36

Fire Dept Alert Decals 5,000 each @ \$.40

In accordance with Ordinance 787 a fire department access box is required in an accessible location when access to or within a facility is difficult due to security. The fire department access box allows keys unique to each facility to be stored within the access box allowing responding fire department personnel rapid entry into the building during emergency dispatches without forced entry or damage to the facility. This eliminates the need to break down doors or windows to enter the building or presume there is no fire when nothing is visible from the outside. The ability to thoroughly inspect a building will enable the responders to locate other problems such as electrical hazards, heating problems and gas and water leaks set off an alarm and could lead to costly other problems if not identified. The Knox box system is only used to enter a building in the event of a fire department emergency response to an alarm activation or report of an emergency at the location.

**PRICE REASONABLENESS:** The KNOX© company is offering a 42% discount from their list pricing. The discount offered is the deepest discount offered any other governmental agency. Also, the cost of changing vendors would result in accruing new keys, software, locks, and the training of hundreds of employees in the use of the new equipment and could be many times greater than staying with the existing system. In addition, the KNOX© company is the sole source manufacturer, inventor, and supplier of KNOX© Rapid Entry products.

Date: January 5, 2010

From: John R. Hawkins, Fire Chief Department/Agency: FIRE

To: Board of Supervisors

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested: KNOX© equipment, software and supplies

Supplier being requested: KNOX© Company

Alternative suppliers that can or might be able to provide supply/service:  
KNOX© currently provides the existing services to the Riverside County Fire Department and has done so since 1992. The supplies and services are propriety to KNOX©.

Extent of market search conducted:

The market was not researched for an alternative vendor. A mix of manufacturer's equipment is not acceptable due to the necessity to issue keys to the fire department for each manufacturer's access box system. The use of non-Knox Company products will delay fire protection capabilities upon response and therefore endanger life and property. The requirement for a Knox Box ensures rapid response without forced entry into the facilities

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:

The KNOX© system is proprietary. To use a different vendor would necessitate a change of thousands of key switches, locks and keys and could result in the delay of emergency aid to an incident.

Reasons why my department requires these unique features and what benefit will accrue to the county:

The rapid entry program (KNOX©) started in Riverside county in 1992. In the past 17 years over 5,500 key lock boxes, 1,800 padlocks and 2,100 electric key switches have been installed. These devices have allowed our public safety crews rapid entry into various buildings, gated communities and locked facilities. To continue to use this system without interruption would provide the best possible service to the county and its residents.


**Price Reasonableness:**

The KNOX© company is offering a 42% discount from their list pricing. Also, the cost of changing vendors would result in accruing new keys, software, locks, and the training of hundreds of employees in the use of the new equipment and could be many times greater than staying with the existing system. In addition, the KNOX© company is the sole source manufacturer, inventor, and supplier of KNOX© Rapid Entry products.

Does moving forward on this product or service further obligate the county to future similar contractual arrangements? No

  
\_\_\_\_\_  
**Department Head Signature** 1/6/10  
\_\_\_\_\_  
**Date**

Purchasing Department Comments:

Approve                      Approve with Condition/s                      Disapprove  
  
\_\_\_\_\_  
**Purchasing Agent** 1-7-10  
\_\_\_\_\_  
**Date**