



MEMORANDUM

DATE: January 14, 2022

TO: Dan Duchniak, P.E.

FROM: Kelly Zylstra, P.E.

RE: Lock Replacement Project for Remote Stations

As you recall, the Utility performed a Risk and Resiliency Assessment (RRA) in 2020. One aspect of RRA recommendations that we continue to implement is increased security. In 2021, we worked with CastleView Technologies, our security consultant, to perform the first round of increased security here at the main office. This year, 2022, we are focusing on the remote stations with two projects. The first of which, includes the replacement of the locks at our 26 remote locations.

This project includes switching to the Medeco XT solution for system wide re-keying. This covers 130 lock cores. This is a new intelligent electronic key system that will replace the current Best key management system we use. The material breakdown is as follows:

- 130 EA-100108 Electronic Small Format Interchangeable Core (SFIC) Cylinder
- 20 94-0307 Electronic XT Slim Line Key (G3S) Charger Bundle. Includes XT Slim Line Key, Charger and USB Cable
- 1 SW-500301-3 XT Web Plus (AWS Cloud Hosted) Annual License Fee - Adds Remote & Mobile Programming - Limit 750 Key Holders
- 1 EA-100109 Medeco XT USB Programming Station and cable
- 2 EA-100242-1000 remote programmers
- 1 Maintenance kit for locks

Material pricing is \$68,891.40, and labor to install and configure, program, and provide end user training on system is \$8,400 for a total cost of: \$77,300. Future years will include the annual SW maintenance of \$2,800 which will be billed annually after the first year.

When the budget was developed in September of 2021, the material costs were \$46,600. The funds available in account 3900-300 of the 2022 budget include \$55,000 for this project. We propose to cover the \$22,300 shortfall using the remaining \$18,000 from the fleet purchase budget (the replacement for Truck 80 was \$10,000 less than budgeted, and the replacement for Truck 24 was \$8,000 less than budgeted) and the future sale on Wisconsin Surplus of the four vehicles that we will be selling this year.

Recommended Motion: Approve the lock replacement project at WWU remote sites with CastleView Technologies for a cost not to exceed \$77,300.