CASE STUDIES

Agency
Oklahoma City Housing Authority
6 AMPs, Comprising 1200 Housing Units, 31 Basement Storage Units,
4 Property Management Offices, and 3 Maintenance Shops

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Previous Lock Program: Conventional Cylinder

Reason for Conversion
In February of 2010, Oklahoma City Housing Authority Maintenance Supervisors were introduced to the Instakey Security Systems Key Control Program at the Southwest NAHRO Annual Maintenance Conference. After thorough review at the conference, the Maintenance Supervisors presented information on the InstaKey Program to OCHA Executive Management, and consensus was reached that InstaKey would be a significant improvement over their current keying system. Initial planning was for conversion of a single AMP to be done within approximately 6 months. After an audit of the current key system revealed that the existing Grand Master system had been compromised however, a decision was made to convert all 6 AMPs within a 90-day period.

Budget Acquisition
Due to the urgency resulting from the discovery of the compromised grand master key, Oklahoma City Housing Authority Executive Management made the decision to fund the conversion to InstaKey using resources from their Capital Improvement Fund. OCHA Warehouse Management coordinated with OCHA Maintenance to fast track the order of InstaKey product for delivery and installation by AMP.

Implementation Strategy
Oklahoma City Housing Authority Executive Management provided core and key count estimates. InstaKey then coordinated with OCHA Asset Management to determine roll-out timing and product delivery, and OCHA Maintenance scheduled and completed all installations. Each housing unit received a set number of keys, and a unit-specific Rekeying Kit, which was placed in a secured location in the Property Management Office for future use. InstaKey provided comprehensive educational materials and training for Property Office and Maintenance Management prior to installation.

InstaKey also provided the Oklahoma City Housing Authority Construction Department with an inventory of construction cores for temporary use at housing units requiring transitional repair or maintenance. InstaKey proprietary cores are removed from the SFIC hardware provided, and the temporary construction cores are utilized so that OCHA Construction Department employees and 3rd-party contractors may have access to individual units without compromising the overall security of an OCHA AMP property.

To date, all single-family residence units have been converted to the InstaKey Security Systems Key Control Program. Conversion of over 1,000 senior living units is additionally planned, pending future OCHA budget allocations and needs.

On–Going Program Benefit
Currently, OCHA Executive, Asset, Maintenance, and Property Personnel are very satisfied with the simplicity of the InstaKey Key Management Program. Asset and Property Management monitor all key holder compliance, and rekeying frequency utilizing InstaKey's on line SecurityRecords.com software. This helps to continually verify that all locations are operating in compliance with designed OCHA policies.