

NATIONAL ASSOCIATION of  
STATE CHIEF ADMINISTRATORS

**2001 OUTSTANDING PROGRAM AWARDS**

Program Title: Integrated Security System

Category: Facilities & Property Management

State: Kansas

Submitted By: Dan Stanley  
Title: Secretary of Administration  
Kansas Department of Administration

Mailing Address: Room 263-E  
State Capitol  
Topeka, KS 66612-1572

Telephone: (785) 296-3011

Fax: (785) 296-2702

E-mail: [dan.stanley@state.ks.us](mailto:dan.stanley@state.ks.us)

# STATE OF KANSAS

## Application and Selection Process

### Executive Summary

Kansas agencies have more flexibility than ever before when it comes to providing security to their employees and facilities. The Kansas Division of Facilities Management, within the Department of Administration, has implemented and installed an "Integrated Security System." This system is unique in two ways:

- 1) Enables security devices (key cards, cameras, panic switches, etc.) to be installed in any state facility throughout Kansas, including leased facilities.
- 2) Uses a "Point of Service" fee structure, which ensures perpetual funding for equipment, maintenance and upgrades. This fee structure also allows individual agencies to customize their internal security needs.

Installing an access control system that can be connected to any facility across the state provides a uniform approach to security and takes advantage of economies of scale. Traditionally, state agencies have used a variety of methods to provide access to their assigned areas: key locks, cipher (punch button) locks and individual key card systems. Failure to collect keys from exiting employees and to change combinations on a routine basis defeats the purpose of these security measures. Large agencies spread across multiple facilities had to track and administer several different methods of providing security. The Integrated Security System has a central administration point, which reduces expenditures to the state budget by allowing all agencies using the system to share in the equipment and administrative costs.

The "Point of Service" fee structure is similar to that used for telecommunications. One of the major problems facing agencies trying to provide security for their employees is receiving

funding to maintain and upgrade a security system during tight budget conditions. The "Point of Service" model solves this problem by billing an agency a monthly fee for each internal security device the agency determines to be necessary. The monthly fee is determined by adding the annual operating costs of the system (depreciated replacement, personnel and administration, and system enhancement) and dividing it by the total number of security devices (key cards, cameras, panic switches, etc.). The fee is comparable to the agency's monthly cost for a telecommunication port. In multiple tenant buildings the fees associated with the exterior doors are included in the building rents.

Another advantage of the "Point of Service" fee structure is that the agencies can customize their own levels of security measures. Agencies with minor security needs are not subsidizing the agencies with major security needs through higher building rents. At the same time security system implementation for agencies with major security needs are not delayed due to a lack of funding by the agencies with minor security needs.

System installation has been completed in two buildings in the Kansas Capitol Campus with another three Capitol Campus Buildings and one remote building to be completed this year. In buildings with completed system installation, customer service survey ratings have shown a two-letter grade improvement in the *"Employees and Visitors Feel Safe"* category. This drastic improvement in ratings indicates the positive perception on workplace safety created by this system.

**a) Description of the program and relative significance to the improvement of the operation and/or efficiency of state government:**

State agencies in Kansas can now provide security to their employees, customers and facilities through the use of a statewide-integrated security system. The new security system was implemented and is managed by the Kansas Division of Facilities Management. The system provides agencies with lower cost and cost predictable security that can be tailored to their individual security needs.

After the Oklahoma City bombing in 1995, there was an increased concern with security for government agencies. Initial approaches for workplace security were conducted on an individual basis by different state agencies - resulting in inconsistent security across state facilities. Agencies took a reactive approach to security. When an event occurred, they would start locking doors, installing panic switches and alarms, security cameras or other security devices. As a result of this reactive approach, security was not consistent among state agencies or across state buildings. Consistency was extremely difficult in the Kansas Capitol Campus because many buildings having multiple tenants all with different security needs. The Kansas Division of Facilities Management developed a security system that met two objectives:

- 1) Ensured statewide compatibility of the system to enable any state agency in any building across the state of Kansas to connect to the system thereby reducing administrative cost.
- 2) Established a funding mechanism that ensured that the security system did not fall into disrepair after its initial installation.

The first objective was met by selecting a system that could be interconnected through communication lines and connected to any state building. In the system contract, unit pricing was established which enabled state agencies to predict their initial costs to connect to the system. After looking at several different funding mechanisms, a "Point of Service" fee structure similar to what is used for telecommunications was chosen to meet the second objective. This fee structure ensures that after the initial investment

in the system, fiscal resources are available to continually fund the operations, maintenance and upgrade of the system. One shortfall of installing a large system similar to the integrated security system in the past has been a lack of continuing allocations to expand, update, upgrade and maintain the system. By using “Point of Service” fee structure, a funding mechanism is established. The “Point of Service” fee structure charges a monthly fee to the agencies for their internal security devices. This monthly fee recovers the cost of operations and maintenance, system replacement and system enhancement. By billing internal security to agencies, the fee structure ensures that only those agencies that are using security services are paying for it and agencies that do not require security are not billed for it in the rent base. It also enables the agencies to tailor their internal security requirements to their specific needs and budgets.

**b) Calculation of actual savings in the short term and/or long term:**

The primary cost savings associated with the statewide-integrated security system derive from economies of scale. Without the integrated system, each agency purchases a security system, devices and maintenance support from a variety of vendors. With the new integrated system, the Division of Facilities Management uses volume purchasing to obtain reduced prices from vendors competing to be a provider for a major security system. Further, the new integrated security system requires fewer people and less training time to operate than numerous independent systems scattered across the state.

**c) Quantitative Benefits realized by service recipients, taxpayers, agencies and the state:**

**Security Tailored to Meet Individual Agency Needs** – Under the new integrated security system, each agency has the flexibility to choose the level of security it deems necessary for its employees, customers and facility. Each agency determines which aspects of the entire system and which security devices are needed to meet its own security needs.

**Cost Predictability** – To assist agencies in the preparation of their budgets, the Division of Facilities Management annually publishes the cost of various security

features to which an agency can subscribe. With these costs established, an agency can accurately predict the cost of the level of security it chooses to provide.

**Avoidance of Large Startup Costs** – Providing agencies with the ability to become part of an established security infrastructure means that agencies can avoid the large startup costs associated with going out on the market to implement a new stand alone security system.

**Realization of Improved Security** – Agencies are dramatically more likely to implement the security measures required by their environment if security can be tailored to meet individual needs, if costs are predictable and large startup costs can be avoided. Improved security and a sense of improved security are increasingly important issues in today's work setting. Two buildings, which recently become part of the integrated system, have registered improvements in customer surveys measuring the perception of safety.

**d) Relevance of use by other state, local and federal governments:**

In an age when children kill teachers and other children in schools; spouses abuse a husband or wife in the workplace; and demented people believe that destroying a government building and disrupting a government's ability to provide needed services makes a statement against society - it is the responsibility of governments to take a proactive approach to provide a safe work environment. With an integrated security system:

- Employees feel safer in their work environment.
- State human resources are protected.
- State property resources are protected.

It is critical to the well being and productivity of employees to feel safe in the place that they work. By paying a modest monthly fee, state agencies can connect to a sophisticated integrated system, which provides an active deterrent to violence in the workplace.