



CASE STUDIES

Agency

Housing Authority of the City of Live Oak, FL
3 Properties, Comprising 105 Housing Units, and the Agency Management Office

Contact

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Former Lock Program: Conventional Cylinder

Reason for Conversion

Management of the Housing Authority of the City of Live Oak was introduced to the InstaKey Security Systems Key Control Program at the 2008 FAHRO Annual Conference. Executive management for a previous InstaKey Housing Client, the Daytona Beach Housing Authority, had recommended the InstaKey Program to the management of the City of Live Oak. After review at the FAHRO event, City of Live Oak Housing Authority Management decided that the InstaKey Program represented a significant improvement over their current keying system. Management recognized that the InstaKey Program enabled a smaller Agency like the Housing Authority of the City of Live Oak to establish a comprehensive key control system that can be effectively managed through a single point of contact. The added control provided by the restricted, serialized keys used in the InstaKey Program also enabled the City of Live Oak Housing Authority to address recognized vulnerabilities in the issuance and use of property keys.

Budget Acquisition

Budget for the conversion of the McMullen Heights, Harmony Triangle, and Phillip Pines properties was obtained by Live Oak Housing Authority Management by use of Capital Funds Project expenditure.

Implementation Strategy

As the InstaKey Program enables a small PHA the ability to manage all aspects of a key system from a single desk, The City of Live Oak Housing Authority chose to implement InstaKey Agency-wide over a period of a few months. Live Oak Housing Authority Executive Management provided Housing/Apartment complex names, lists of units per complex, required core and key quantity requirements per unit, and delivery timing requirements. InstaKey then coordinated with Housing Authority Executive Management to verify all requirements, provide contractual quotation, and schedule delivery. Authorization on quotation and delivery timing was provided by Executive Management, and an installation schedule was developed. As SFIC door hardware was already in place at the City of Live Oak Housing Authority, installation of InstaKey cores was quickly and conveniently completed by the Housing Authority Maintenance team. Upon completion of the installation, a unit installation report was forwarded to InstaKey for use in activating all unit lock and key information in SecurityRecords.com.

To date, all residence units for the Housing Authority of the City of Live Oak have been converted to the InstaKey Security System.

On-Going Program Benefit

City of Live Oak Executive Management is very satisfied with the simplicity and efficiency of the InstaKey Key Management Program. The InstaKey Program enables a small PHA such as the Housing Authority of the City of Live Oak to handle an otherwise complicated and cumbersome fundamental task in property management with minimal personnel and time resources required.