

Digital Access Controls

Technology Sponsor / Owner: Safety Technology & Training

Strategy

To enhance security and enable access to the variety of locations and location types throughout the campus using a standard access control system administered by the Department of Safety Technology & Training.

A minimum of two CATcard-controlled exterior entrances should be incorporated into all new University building construction and renovation projects, with additional installations in existing buildings as resources permit. One entry will generally be an accessible entrance, and the other determined by the highest foot traffic pattern. Additional exterior entrances may have CATcard locks installed; if not, they must be egress only and are to remain closed and locked at all times. CATcard monitoring sensors are required for all new construction.

CATcard controlled locks should be considered for interior doorways that lead to areas normally off-limits to the public with special emphasis on residential areas, areas with a high number of users that need traditional keyed access, critical infrastructure, hazardous materials, and areas where items of significant value – including intellectual property – are stored.

****What is outlined above is a minimum and the strong preference is for all doors with multiple users (exceptions are offices and residence hall rooms) to migrate from keyed locks to digital access.***

Equipment Types and On-going Maintenance

UVM utilizes door access hardware provided by Allegion, a global company with multiple reader types available. The actual reader type to be installed will be a coordinated effort between the University Lock Shop and the Department of Safety Technology & Training.

Ongoing maintenance costs for exterior doors are typically borne by the physical plant department.

On-going maintenance costs for interior doors are typically borne by the requesting / system hosting department.

Physical door hardware maintenance is performed by the UVM lock shop. Schedules and access permissions are maintained by the Department of Safety Technology & Training.

Infrastructure Needs

CATcard access control locks require a backboard with controllers to function. Most existing buildings already have this in place. Most exterior locks require power supplies to function; interior locks usually use battery packs.

Other Information & Helpful Links

[Key and Electronic Access Systems Policy](#)

Requesting a CATcard door reader

Steps

To request a CATcard reader to be installed on an office or departmental door, there are a few steps that need to be followed.

- Visit [Planon ProCenter](#)
 - Select the Doors & Locks widget under the UVM Facilities Services section.
 - Provide details regarding your inquiry in the provided space or attach a document.
 - This will notify the Lock Shop and Safety Technology & Training to evaluate the door, locking mechanism, existing infrastructure, and equipment required to provide a quote.
 - Once a formal quote has been provided, a chart string will be needed to purchase the equipment and cover the cost of the installation.
 - Equipment delivery times are typically 6-8 weeks but can be as long as 3-4 months depending on supply chain issues.

Associated Costs

Costs will vary depending upon the existing door hardware and the labor involved to convert from a traditional brass key to digital access. The following amounts provide hardware estimates based on 2025 costs. Costs fluctuate regularly, so these should not be considered exact amounts; AD300 vs AD400 are determined by existing building infrastructure. The lock shop can provide an installation quote once the Planon request has been submitted.

- Cylindrical lock estimates
 - AD400 Lockset – \$2,188
 - AD300 Lockset – 1,862
- Mortise lock estimates
 - AD400 Lockset –\$2,479
 - AD300 Lockset – \$1,949
- Exit Device Lock Estimates
 - AD400-993R Lockset –\$2,547
 - AD300-993R Lockset –\$2,164

NOTE:

- The Department of Safety Technology & Training will create schedules and groups to enable individual access.
- We are unable to list an exact labor cost due to the variety of hardware involved.
- There is an annual licensing and maintenance fee of \$300 (as of July 2026).