

MEMORANDUM

State of Alaska

Department of Transportation and Public Facilities

To: Sean Holland, P.E.,
Central Region Director

Date: September 24, 2025

Thru: Sharon L. Smith, P.E.,
Chief of Contracts

Telephone No: 269-0639

From: Anna Bosin, P.E.
Central Region Traffic & Safety Engineer

Subject: CyberLock Brand Name Spec

Determination:

In accordance with P & P 10.02.050 and Alaska Administrative Code 2 AAC 12.100, this Determination supports the specification of brand specific items for state funded construction contracts and federally funded construction contracts advertised in Central Region for a period not to exceed three (3) years, beginning on the date this Determination is fully executed by the Contracting Officer, for those construction contracts.

Items to be specified by brand name:

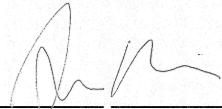
CyblerLock cores, keys, mounting hardware, supporting electronics, software, and services, to include latest models.

Justification:

- 1) During construction of a traffic signal control cabinet, contractors are provided access to the construction core for site access and setup. Upon project completion, it is replaced with a private core to ensure controlled access by the owner agency and/or the maintenance responsible agency. Best Lock brand mechanical cores have been used for many years, and all existing cabinets are equipped with either a construction core or the State of Alaska private core. However, since Best Lock was acquired, private cores have been on backorder and now appear to be either unavailable or cost-prohibitive. As a result, many completed traffic signal cabinets are awaiting replacement with private cores to finalize this important security setup.
- 2) Some local governments are now responsible for maintaining the mechanical and electrical components of traffic signals they own, though the systems are managed collectively by the State of Alaska Central Region DOT&PF. To perform their mechanical and electrical systems work, the local government requires traffic signal cabinet access. However, issuing CRDOT&PF private keys is not appropriate, as these keys may be shared with third-party maintenance contractors operating on behalf of the local government. Electronically programmable keys offer a secure alternative, allowing administrators to grant time-limited access to specific traffic signal cabinets for designated users.

- 3) CyberLock is the only manufacturer offering a direct “drop-in” replacement for Best Lock cores. This simplifies the transition, reduces costs, and allows continued use of construction cores during projects, with secure core replacement upon project completion.
- 4) CyberLock cores do not require power or batteries within the cabinet, ensuring continued access during power outages, cabinet damage, or extreme cold. This eliminates the risk of lock failure due to battery depletion or environmental conditions.
- 5) Standardizing our networked traffic signal cabinet security to a single electronic lock system streamlines operations by reducing software requirements, spare parts inventory, and training needs, while also minimizing the equipment carried in service vehicles. More importantly, it enhances safety by eliminating the confusion and complexity associated with maintaining multiple lock types. In emergency or adverse conditions, simplicity is critical—standardization reduces the risk of error, shortens response times, and ensures consistent, reliable access for field personnel.

Submitted by:



Anna Bosin, P.E.
Central Region Traffic & Safety Engineer

9/24/25

Date

Recommended by:

DocuSigned by:

Sharon Smith

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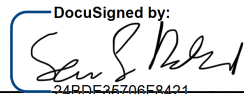
Sharon L. Smith, P.E.
Chief of Contracts

9/25/2025

Date

Approved by:

DocuSigned by:



Sean Holland, P.E.
Central Region Director
and Contracting Officer

9/29/2025

Date

Distribution List:

Kirk Warren, P.E., Maintenance Chief
Sharon L. Smith, P.E., Chief of Contracts
Luke Bowland, P.E., Preconstruction Engineer
Sean Baski, P.E., Chief of Highway Design
Cynthia Ferguson, P.E., Chief of Traffic Safety & Utilities
Anna Bosin, P.E., CR Traffic & Safety Engineer
Chris Post, P.E., PD&S Manager
Roxanne Risse, P.E., T&S Design Squad Leader
Val Rader, P.E., CR ITS Engineer

Certificate Of Completion

Envelope Id: 08117DAD-F5C1-43FE-A3E0-5A4C8DA16C67

Status: Completed

Subject: New Brand Name Spec-CyberLock for Traffic Signal Cabinet Security

Source Envelope:

Document Pages: 2

Signatures: 2

Envelope Originator:

Certificate Pages: 4

Initials: 0

Anna Bosin

AutoNav: Enabled

PO Box 110206

Envelopeld Stamping: Disabled

Juneau, AK 99811

Time Zone: (UTC-09:00) Alaska

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IP Address: 158.145.14.49

Record Tracking

Status: Original

Holder: Anna Bosin

Location: DocuSign

9/24/2025 3:50:52 PM

anna.bosin@alaska.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: State of Alaska

Location: Docusign

Signer Events

Sharon Smith

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Chief of Contracts

State of Alaska

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

Sharon Smith

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Timestamp

Sent: 9/24/2025 3:53:41 PM

Viewed: 9/25/2025 2:11:47 PM

Signed: 9/25/2025 2:13:25 PM

Signature Adoption: Pre-selected Style

Using IP Address: 10.2.68.145

Electronic Record and Signature Disclosure:

Accepted: 8/19/2024 9:09:50 AM

ID: dac77b41-32fa-45a0-a980-66fe18f7a5f4

Company Name: State of Alaska

Sean Holland

sean.holland@alaska.gov

Regional Director

State of Alaska

Security Level: Email, Account Authentication
(None)

DocuSigned by:

Sean S. Holland

24BDE35706F8421...

Sent: 9/25/2025 2:13:26 PM

Viewed: 9/29/2025 11:33:42 AM

Signed: 9/29/2025 11:33:48 AM

Signature Adoption: Drawn on Device

Using IP Address: 158.145.14.57

Electronic Record and Signature Disclosure:

Accepted: 6/25/2025 10:00:36 PM

ID: 464561c6-7183-482d-a643-1ae0be9752c5

Company Name: State of Alaska

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

val rader

val.rader@alaska.gov

State of Alaska

Security Level: Email, Account Authentication
(None)

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Sent: 9/29/2025 11:33:49 AM

Viewed: 9/30/2025 12:52:43 PM

Carbon Copy Events	Status	Timestamp
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Electronic Record and Signature Disclosure:
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ID: f2ed0a17-21be-4fab-92dd-1c4fc646394c
Company Name: State of Alaska

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	9/24/2025 3:53:41 PM
Certified Delivered	Security Checked	9/29/2025 11:33:42 AM
Signing Complete	Security Checked	9/29/2025 11:33:48 AM
Completed	Security Checked	9/29/2025 11:33:49 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read this Electronic Records and Signature Disclosure (ERSD). It concerns your rights regarding electronically undertaking, and the conditions under which you and the State of Alaska agree to electronically undertake, the transaction to which it relates (the “TRANSACTION”).

Consent to Electronically Undertake the TRANSACTION

You can electronically undertake the TRANSACTION only if you confirm that you meet the following requirements by selecting the box next to “I agree to use electronic records and signature” (the “AGREE BOX”):

1. you can fully access and have read this ERSD;
2. you can fully access all of the information in the other TRANSACTION records;
3. you can retain all of the TRANSACTION records in a form that you will be able to fully access for later reference;
4. you consent to undertake the TRANSACTION electronically; and
5. you are authorized to undertake the TRANSACTION. (Please note that falsely undertaking the TRANSACTION may subject you to civil liabilities and penalties and/or to criminal penalties.)

If you cannot or are not willing to confirm each of these five things, do not select the AGREE BOX.

Withdrawing Consent

If you select the AGREE BOX, you can withdraw your consent to electronically undertake the TRANSACTION at any time before you complete the TRANSACTION: simply do not finalize it. The only consequence of withdrawing your consent is that you will not finalize the TRANSACTION.

If you select the AGREE BOX, your consent will apply only to this TRANSACTION. You must separately consent to electronically undertake any other transaction with the State of Alaska.

Paper Option for Undertaking the TRANSACTION

You may undertake the TRANSACTION with the State of Alaska using paper records. (State of Alaska employees who want to undertake the TRANSACTION in paper should contact the agency responsible for the TRANSACTION.) Print the paper records on the website of the State of Alaska agency responsible for the TRANSACTION, or request them from the agency. The State of Alaska homepage is at <http://alaska.gov/>.

Copies of TRANSACTION Records

After completing the TRANSACTION but before closing your web browser, you should download the TRANSACTION records. Or you can download the records within 30 days after

completing the TRANSACTION using the link in the DocuSign email sent to the email address you used to complete the TRANSACTION. The State of Alaska will not provide a paper copy of the TRANSACTION records as part of the TRANSACTION. Under the Alaska Public Records Act (APRA), AS 40.25.100–.295, you can request a copy from the agency responsible for the TRANSACTION, but if too much time has passed, the agency may no longer have the records when you make your request. If required under the APRA, the agency will charge a fee.

Required Hardware and Software

For the minimum system requirements to electronically undertake the TRANSACTION, including accessing and thereby retaining the TRANSACTION records, visit <https://support.docusign.com/guides/signer-guide-signing-system-requirements>. These requirements may change. In addition, you need access to an email account.

How to Contact the State of Alaska

To ask a question on this ERSD or the DocuSign document generated after you complete the TRANSACTION or on using DocuSign to electronically undertake the TRANSACTION, contact the Alaska Department of Administration at either of the following addresses:

State of Alaska
Department of Administration
550 West 7th Avenue
Suite 1970
Anchorage, AK 99501
Reference: DocuSign

doa.commissioner@alaska.gov
Subject: DocuSign

To ask any other question on the TRANSACTION records or to update the information for contacting you electronically, contact the State of Alaska agency responsible for the TRANSACTION using the contact information in the TRANSACTION records or, if those records contain no contact information, using the contact information on the agency's website. Again, the State of Alaska homepage is at <http://alaska.gov/>.