



## Motion No. M2022-17

### Contract Modification with eLock Technologies LLC for secure bicycle parking and operating services

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience and Operations Committee	03/03/2022	Final action	Don Billen, Executive Director – PEPD <b>Alex Krieg, Director of Access and Integration – PEPD</b>

### Proposed action

Authorizes the chief executive officer to execute a contract modification with eLock Technologies LLC to add operating services and install eLock’s access controls to Sound Transit’s bicycle cages in the amount of \$833,820, for a new total authorized contract amount not to exceed \$6,291,501 plus applicable taxes.

### Key features summary

- Sound Transit has an existing contract with eLock Technologies LLC that is used to fabricate and install on-demand bicycle lockers for use by transit passengers.
- This contract modification would expand the scope of the contract to include operations and maintenance as well as customer service and care of Sound Transit’s bicycle cages, which are rooms at several Sound Transit stations and facilities for secure bicycle storage. This contract modification would also include installing eLock’s access control to the bicycle cage doors.
- Modifying the contract would enable all of Sound Transit’s on-demand, secure bicycle parking to be under the same vendor, creating a one-stop shop for secure bicycle parking and minimizing passenger confusion.
- The total requested amount is sufficient to fund the modifications necessary to the bicycle cage doors and ongoing customer service and care.
- Applicable taxes are currently estimated to be \$71,061.

### Background

Currently, Sound Transit offers secure bicycle parking in three formats: 1) bicycle cages, 2) on-demand bicycle lockers, and 3) keyed bicycle lockers, which are leased on an annual basis to individual users and are accessible only by the renter using a physical key. Keyed lockers will eventually be entirely replaced by on-demand bicycle lockers.

In 2019, the Sound Transit Rider Experience and Operations Committee authorized the CEO to enter into a contract with eLock Technologies to provide secure on-demand bicycle lockers and operating services for current and future facilities, with the intent of replacing keyed bicycle lockers. On-demand bicycle lockers help to expand Sound Transit’s bicycle parking capacity, improve efficiency and passenger convenience over keyed bicycle lockers, and make individual, secure bicycle parking spaces available to a greater number of transit passengers. Passengers can use a BikeLink card at any facility or station with on-demand lockers provided by eLock Technologies Inc.

Sound Transit's bicycle cages are currently managed and administered by Sound Transit's Operations Department. This means that passengers who want the ability to securely park their bikes in either bicycle cages or in on-demand bicycle locker must interface with two entities with separate access control.

This action would centralize all secure bicycle parking with our current vendor for on-demand bicycle lockers, providing passengers a one-stop shop for their secure bicycle parking needs and minimizing existing passenger confusion.

## **Procurement information**

Procurement and Contracts issued RFP RTA/RP 0179-18 on September 21, 2018 for the purpose of procuring On-Demand Bicycle Lockers for various Sound Transit stations.

On October 10, 2018, Sound Transit received a single proposal in response to this RFP. Upon completion of initial evaluation, the agency conducted face-to-face negotiations and requested a revised proposal from the firm. Evaluation of the revised proposal occurred on April 8, 2019 and, as a result, the proposal was found to be in the best interest of the agency and therefore was selected to provide these goods and services.

Beginning in 2021, Sound Transit and eLock Technologies LLC engaged on the possibility of amending the original contract to include management and administration of Sound Transit's bicycle cages, including modifications to the door and installation of access control. Sound Transit staff and eLock engaged in multiple scope development and price negotiations based on the characteristics of Sound Transit's bicycle cages and eLock's experience managing and administering other bicycle cages in Portland, Oregon, the Bay Area, and San Diego, California. The pricing for the bike cage program is fair and reasonable.

## **Fiscal information**

This action is within the authorized project allocation and sufficient monies remain after approval of this action to fund the remaining work in the operations and maintenance phase.

The authorized project allocation for the Bike Parking Program is \$9,730,389.84. Within that amount, \$8,927,647 has been allocated to the operations and maintenance phase for bike locker technology. The action would commit \$904,881 and leave \$2,520,053.63 remaining in the operations and maintenance phase.

## Bike Parking Program

(in thousands)

	Authorized Project Allocation	Board Approvals	This Action	Board Approved Plus Action	Uncommitted / (Shortfall)
Operations & Maintenance	\$9,434	\$6,009	\$905	\$6,914	\$2,520
Administration	5	5		5	
Construction	264	4		4	260
<b>Total Current Budget</b>	<b>\$9,703</b>	<b>\$6,018</b>	<b>\$905</b>	<b>\$6,923</b>	<b>\$2,780</b>
<b>Phase Detail</b>					
<b>Operations &amp; Maintenance</b>					
Bike Locker technology	\$8,928	\$6,009	\$905	\$6,914	\$2,014
Other Operations & Maintenance	506				506
<b>Total Phase</b>	<b>\$9,434</b>	<b>\$6,009</b>	<b>\$905</b>	<b>\$6,914</b>	<b>\$2,520</b>
<b>Contract Detail</b>					
<b>eLock Technologies LLC</b>					
	Board Approvals to Date	Current Approved Contract Status	Proposed Action	Proposed Total for Board Approval	
Contract Amount	\$5,458		\$834	\$6,292	
Sales tax	551		71	622	
<b>Total</b>	<b>\$6,009</b>	<b>\$</b>	<b>\$905</b>	<b>\$6,914</b>	

Notes:

Board Approvals = Committed To-Date + Contingency as of February 2022 and includes pending Board actions.

For detailed project information, see page 174 of the Proposed 2022 Budget.

## Disadvantaged and small business participation

Sound Transit promotes and encourages small business participation, which also includes disadvantaged business enterprises (DBEs). Small business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of small businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that there were few small business and DBE subcontracting opportunities based upon the work described in this contract, so small business/DBE goals were not established.

## Public involvement

Not applicable to this action.

## Time constraints

A one-month delay would not create a significant impact to the project schedule.

## Prior Board/Committee actions

Motion No. M2019-44: Authorized the CEO to execute a contract with eLock Technologies LLC to provide secure bicycle parking lockers and operating services for current and future facilities.

**Environmental review** – KH 1/21/22

**Legal review** – AJP 2/25/22



## **Motion No. M2022-17**

A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract modification with eLock Technologies LLC to add operating services and install eLock's access controls to Sound Transit's bicycle cages in the amount of \$833,820, for a new total authorized contract amount not to exceed \$6,291,501 plus applicable taxes.

### **Background**

Currently, Sound Transit offers secure bicycle parking in three formats: 1) bicycle cages, 2) on-demand bicycle lockers, and 3) keyed bicycle lockers, which are leased on an annual basis to individual users and are accessible only by the renter using a physical key. Keyed lockers will eventually be entirely replaced by on-demand bicycle lockers.

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This action would centralize all secure bicycle parking with our current vendor for on-demand bicycle lockers, providing passengers a one-stop shop for their secure bicycle parking needs and minimizing existing passenger confusion.

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This contract modification would expand the scope of the contract to include operations and maintenance as well as customer service and care of Sound Transit's bicycle cages, which are rooms at several Sound Transit stations and facilities for secure bicycle storage. This contract modification would also include installing eLock's access control to the bicycle cage doors.

Modifying the contract would enable all of Sound Transit's on-demand, secure bicycle parking to be under the same vendor, creating a one-stop shop for secure bicycle parking and minimizing passenger confusion.

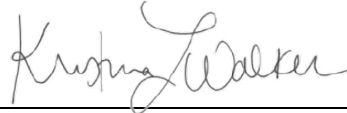
The total requested amount is sufficient to fund the modifications necessary to the bicycle cage doors and ongoing customer service and care.

Applicable taxes are currently estimated to be \$71,061.

## Motion

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract modification with eLock Technologies LLC to add operating services and install eLock's access controls to Sound Transit's bicycle cages in the amount of \$833,820, for a new total authorized contract amount not to exceed \$6,291,501 plus applicable taxes.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on March 3, 2022.



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Kristina Walker  
Rider Experience and Operations Chair

### Attest:



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Kathryn Flores  
Board Administrator