



**Regional Transit Authority
SOLE SOURCE JUSTIFICATION FORM
FOR TRANSACTION OVER \$25,000**

FOR PROCUREMENT USE ONLY:

FTA C 4220.1F states: Sole Source Justification - If the recipient decides to solicit an offer from only one source, the recipient must justify its decision adequately considering the standards of subparagraph 3.i(1)(b) of this Chapter. This procurement can be defined as any contract entered without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements. FTA expects this sole source justification to be in writing.

1. The materials/services listed on Requisition number # is available from only one source and competition is precluded for reasons indicated below. There are no substitutes available.

2. This acquisition is restricted to the following source:

MANUFACTURER	
Manufacturer Name	Clever Devices Ltd
Manufacturer Address	300 Crossways Park Drive, Woodbury, NY 11797-2035
Manufacturer's Dealer/Representative	Mark Jason
Dealer/Representative address and Phone	5163162093, mjason@cleverdevices.com

3. Description of the materials/service required, the estimated cost, and required delivery date.

DESCRIPTION	
Materials/Services/Product	Clever Devices Ltd
Estimated Cost	\$285,525.83
Required Delivery Date	November 8, 2024

4. Specific characteristics of the materials/service that limit the availability to a sole source are unique features and functionality of the system

[Annual maintenance and service agreement renewal - Clever Devices is used as the vehicle computer-aided dispatch and automatic vehicle location systems \(CAD/AVL\) which was installed on the RTA fleet \(including ferries\). The CAD/AVL system provides RTA with real-time vehicle data that allows the dispatcher to monitor drivers and passengers on all modes of transportation remotely. Clever provides data related to the agency's on-time performance and passenger counts. The maintenance agreement will provide the agency with software updates, support for hardware, technical support, and GTFS uploads for schedules. The materials, software and](#)



services are specific to Clever Devices requiring upkeep and management by Clever Devices specific service agreements. The contract will be managed by the Information Technology department.

Funding:

Local - 100%

01-2900-02-7610-101-13-00-00000-00000 - \$285,525.83

Other - 100%

01-0000-00-1517-000-00-00-00000-00000 - \$3,032.00

5. Reason for sole-source

Material/Service must be compatible

(a) Sole Source. When the recipient requires supplies or services available from only one responsible source, and no other supplies or services will satisfy its requirements, the recipient may make a sole source award. When the recipient requires an existing contractor to make a change to its contract that is beyond the scope of that contract, the recipient has made a sole source award that must be justified.

Unique Capability or Availability

Unique or Innovative Concept

CERTIFICATION

I certify that statements checked, and information provided above are complete and correct to the best of my knowledge. I understand that the processing of this Sole-Source Justification precludes the use of full and open competition.

REQUESTOR	
Request ID #	232
Name	O'SULLIVAN, DORIS
Title	PROJECT MANAGER III
RTA Extention	8380

O'SULLIVAN, DORIS

September 12, 2024

Requestor

Date

A. I have reviewed this form and the attachments provided and by signing below I give authority to the above stated department representative to proceed as lead in the procurement process.

Department Head: Sterlin J Stevens

Sterlin J Stevens

October 09 2024

Signature

Date



B. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Director of Grants/ Federal Compliance :

Signature

Date

C. Safety, Security and Emergency Management: Include Standard Safety Provisions Only:

Additional Safety Requirements Attached

Chief: Michael J. Smith

Michael J. Smith

October 16 2024

Signature

Date

Risk Management:

Include Standard Insurance Provisions Only?

true

Include Additional Insurance Requirements Attached ?

false

Risk Management Analyst: Michael J. Smith

Michael J. Smith

October 17 2024

Signature

Date

D. Funding Source:

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Multiple Years allocation if required:

Year	Amount
Year-1	
Year-2	
Year-3	
Year-4	
Year-5	
Total all years	



Estimated Amount: \$285,525.83

Total Estimated Cost: \$285,525.83

Funding Type: Local, Other

Capital/Grant Project ID: **Clever Devices Maintenance Renewal**

Federal Funding	State	Local	Other
		\$282,493.83	\$3,032.00
Projected Fed Cost	State	Local	Other
		\$282,493.83	\$3,032.00

FTA Grant IDs	Budget Codes
	01-2900-02-7610-101-13-00-00000-00000
	01-0000-00-1517-000-00-00-00000-00000

Budget Analyst: **Erin Ghalayini**

Erin Ghalayini

Signature

October 09 2024

Date

E. DBE/SBE GOAL:

0	% DBE
0	% Small Business

Director of Small Business Development:

Adonis Charles Expose

Adonis Charles Expose

Signature

October 17 2024

Date

DBE/EEO Compliance Manager::

Adonis Charles Expose

Adonis Charles Expose

Signature

October 17 2024

Date

F. Information Technology Vetting:

IT Director: **Sterlin J Stevens**

Sterlin J Stevens

October 18, 2024



Signature

Date

G. Authorizations: I have reviewed and approved this sole source justification request.

Chief: Dwight Daniel Norton

Dwight Daniel Norton

Signature

October 16 2024

Date

Director of Procurement: Ronald Gerard Baptiste

Ronald Gerard Baptiste

Signature

October 18 2024

Date

Chief Financial Officer:: Required if Total Cost above \$15K

Gizelle Johnson Banks

Gizelle Johnson Banks

Signature

October 18 2024

Date

Chief Executive Officer:: Required if Total Cost above \$50K

Lona Edwards Hankins

Lona Edwards Hankins

Signature

October 21 2024

Date