



**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 **#N/A** 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:

<b>MANUFACTURER</b>	
Manufacturer Name	<b>Irwin Car and Equipment</b>
Manufacturer Address	<b>400 Serrell Drive, Blairsville PA 15717</b>
Manufacturer's Dealer/Representative	<b>Ken Fitzgibbon</b>
Dealer/Representative address and Phone	<b>400 Serrell Drive, Blairsville PA 15717 724-459-3469</b>

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

<b>DESCRIPTION</b>	
Materials/Services/Product	<b>Irwin Car and Equipment</b>
Estimated Cost	<b>\$153,640.00</b>
Required Delivery Date	<b>May 9, 2024</b>

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

**Switch components must be replaced with compatible materials.**

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**  
**Substantial Duplication Costs**

**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 #	168
Name	BAILEY, FLOYD JR
Title	DIRECTOR OF RAIL MAINTENANCE
RTA Extention	8460

BAILEY, FLOYD JR

April 9, 2024

**Requestor**

**Date**

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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: Floyd Bailey Jr**

Floyd Bailey Jr

April 10 2024

**Signature**

**Date**

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**B. Certification of Authorized Grant:**

Is this item/specification consistent with the Authorized Grant?

Yes

**Director of Grants/ Federal Compliance : Ronald Baptiste Jr**

Ronald Baptiste Jr

April 10 2024

**Signature**

**Date**

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

Additional Safety Requirements Attached

**Chief: Michael J. Smith**

Michael J. Smith

April 11 2024



Signature

Date

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**Risk Management:**

Include Standard Insurance Provisions Only?

true

Include Additional Insurance Requirements Attached ?

false

**Risk Management Analyst:** Marc L Popkin

Marc L Popkin

Signature

April 11 2024

Date

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**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:** \$153,640.00

**Total Estimated Cost:** \$153,640.00

**Funding Type:** Federal

**Capital/Grant Project ID:** LA2023-001

Federal Funding	State	Local	Other
\$350,000.00			
Projected Fed Cost	State	Local	Other
\$153,640.00			

FTA Grant IDs	Budget Codes
LA2023-001.1042.12.4420	




**Budget Analyst:**

**Signature**

**Date**

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**E. DBE/SBE GOAL:**

<b>0</b>	<b>% DBE</b>
<b>0</b>	<b>% Small Business</b>

**Director of Small Business Development:**

**Adonis Charles Expose'**

Adonis Charles Expose'

**Signature**

April 11 2024

**Date**

**DBE/EEO Compliance Manager::**

**Adonis Charles Expose**

Adonis Charles Expose

**Signature**

April 11 2024

**Date**

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**F. Information Technology Vetting:**

**IT Director: Sterlin J Stevens**

Sterlin J. Stevens

**Signature**

April 12, 2024

**Date**

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

**Chief: Ryan Moser**

Ryan Moser

**Signature**

April 11 2024

**Date**

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**Director of Procurement: Ronald Gerard Baptiste**

Ronald Gerard Baptiste

**Signature**

April 12 2024

**Date**

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

Gizelle Johnson-Banks

Gizelle Johnson - Banks

**Signature**

April 16 2024

**Date**

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



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**Lona Edwards Hankins**

*Lona Edwards Hankins*

**Signature**

**April 16 2024**

**Date**

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