



**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:

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

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

<b>DESCRIPTION</b>	
Materials/Services/Product	<b>Clever Devices Ltd</b>
Estimated Cost	<b>\$833,146.00</b>
Required Delivery Date	<b>September 12, 2025</b>

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.

**Three year Agreement:**

2025 – 2026 : \$270,025.00

2026 – 2027 : \$277,599.00

2027 – 2028 : \$285,522.00

3-yr total: \$833,146.00

**Funding: Local - 100%**

01-2900-02-7610-101-13-00-00000-00000

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 #	306
Name	O'SULLIVAN, DORIS
Title	PROJECT MANAGER III
RTA Extention	8380

O'SULLIVAN, DORIS

September 4, 2025

**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

September 12 2025

Signature

Date

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**B. Certification of Authorized Grant:**

Is this item/specification consistent with the Authorized Grant?

**Director of Grants/ Federal Compliance :**

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

September 17 2025

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

September 17 2025

Signature

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	\$270,025.00
Year-2	\$277,599.00
Year-3	\$285,522.00
Year-4	



Year-5	
Total all years	\$833,146.00

Estimated Amount: \$833,146.00

Total Estimated Cost: \$833,146.00

Funding Type: Local

Capital/Grant Project ID:

Federal Funding	State	Local	Other
		\$833,146.00	
Projected Fed Cost	State	Local	Other
		\$833,146.00	

FTA Grant IDs	Budget Codes
	01-2900-02-7610-101-82-00-00000-00000
	01-2900-02-7610-101-82-00-00000-00000
	01-2900-02-7610-101-82-00-00000-00000

Budget Analyst: Erin Ghalayini

Erin Ghalayini

Signature

September 12 2025

Date

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**E. DBE/SBE GOAL:**

0	% DBE
0	% Small Business

Director of Small Business Development:

Adonis C Expose

Adonis C Expose

Signature

September 17 2025

Date

DBE/EEO Compliance Manager::

Adonis C Expose

Adonis C Expose

Signature

September 17 2025

Date

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**F. Information Technology Vetting:**



IT Director: **Sterlin J Stevens**

*Sterlin J Stevens*

September 18, 2025

Signature

Date

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

Chief: **Dwight Daniel Norton**

*Dwight Daniel Norton*

September 17 2025

Signature

Date

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Director of Procurement: **Ronald Gerard Baptiste**

*Ronald Gerard Baptiste*

September 18 2025

Signature

Date

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

**Gizelle Johnson-Banks**

*Gizelle Johnson-Banks*

September 21 2025

Signature

Date

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

**Lona Edwards Hankins**

*Lona Edwards Hankins*

September 22 2025

Signature

Date