



**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 #106967 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	Genfare
Manufacturer Address	P.O Box 277399 Atlanta, GA
Manufacturer's Dealer/Representative	Anthony Sciom
Dealer/Representative address and Phone	847-593-1824

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

DESCRIPTION	
Materials/Services/Product	Genfare
Estimated Cost	\$544,053.33 397,062.13 (M) 3-1-23
Required Delivery Date	3/1/2023 6:00 AM

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

It is the intent of this Sole Source to produce a blanket PO for direct replacement parts related to the agency fare collection equipment. Currently, all of the agency fare collection hardware, including but not limited to; fare boxes, ticket vending machines (TVM), vault and vault electronic key systems, are all Genfare products. The agency stocks parts for these components, and in order to keep from voiding warranties, and to ensure good products, genfare OEM parts are required. All parts purchased for this will be direct replacement parts for existing equipment. This blanket PO will be funded for an estimated 3 years using account code 1294302.8460.11113.



5. Reason for sole-source

Direct replacement parts/components

(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

Patents or Restricted Data Rights

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 #	44
Name	MOSER, RYAN
Title	DIRECTOR OF FLEET ADVANCEMENT
RTA Extention	8458

MOSER, RYAN

2/7/2023 1:28 PM

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: #Ryan Moser

Ryan Moser

February 13 2023

Signature

Date

B. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Director of Grants/ Federal Compliance : Alisa Maniger

Signature

Date



C. Security:

Security Chief: Robert C Hickman

Robert C Hickman

Signature

February 15 2023

Date

D. Safety: Include Standard Safety Provisions Only:

Additional Safety Requirements Attached

Safety Chief: Michael J Smith

Michael J Smith

Signature

February 15 2023

Date

Risk Management:

Include Standard Insurance Provisions Only?

true

Include Additional Insurance Requirements Attached ?

false

Risk Management Analyst: Marc Popkin

Marc Popkin

Signature

February 15 2023

Date

E. 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	\$100,000.00
Year-2	\$135,028.24
Year-3	\$162,033.89
Year-4	
Year-5	
Total all years	\$397,062.13

Estimated Amount:

~~\$544,053.33~~ 397,062.13 @ 3-1-23

Total Estimated Cost: \$100,000.00

Funding Type: Local



Federal Funding	State	Local	Other
		\$100,000.00	
Projected Fed Cost	State	Local	Other
		\$100,000.00	

FTA Grant IDs	Budget Codes
	1294302.8460.11113

Budget Analyst: Tiffany Gourrier

Tiffany Gourrier

Signature

February 13 2023

Date

F. DBE/SBE GOAL:

0	% DBE
0	% Small Business

Director of Small Business Development: Adonis Expose

Adonis C. Expose

Signature

February 15 2023

Date

DBE/EEO Compliance Manager:: Adonis Expose

Adonis C. Expose

Signature

February 15 2023

Date

G. Information Technology Vetting:

IT Director: Sterlin Stevens

<u>Sterlin Stevens</u>	
Signature	Date

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

Chief: #Dwight Norton

Dwight Daniel Norton

Signature

February 15 2023

Date



Director of Procurement: Ronald Baptiste Jr.

Ronald Gerard Baptiste

Signature

February 22 2023

Date

Chief Financial Officer: Gizelle Banks

Gizelle Johnson-Banks

Signature

February 28 2023

Date

Chief Executive Officer: Lona E. Hankins

Lona Edwards Hankins

Signature

February 28 2023

Date
