



CITY OF SPARTANBURG

RISK MANAGEMENT

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10/14/201

Noel Training & Consulting LLC
136 Berkey Drive, Suite 101
Johnstown, PA 15904-1265

Please accept this letter as notice of the City of Spartanburg's intent to award a contract for a request for Proposal No.1920-10-01-02 for Safety Management System Readiness Assessment & Agency Safety Plan Development. The RFP was advertised in the **South Carolina Business Opportunities (SCBO)** and on the City's website for at least 14days. Questions were submitted and answered. Only one proposal was received.

PROPOSALS TITLE: To conduct a Safety Management System (SMS) Readiness Assessment & Dev draft Public Transit Agency Safety Plan compliant to FTA regulation Part 673.

Agency	Sparta City of Spartanburg	Electric City Transit City of Anderson	Greenlink	CATBUS	Spartanburg Regional Medical Center Transportation Service Bureau
Phase 1 - Cost Proposal	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Phase 2 - Cost Proposal	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Proposal Cost:	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
Travel Expenses	*4,300.00	*4,300.00	*4,300.00	*4,300.00	*4,300.00
Final Total	16,300.00	16,300.00	16,300.00	16,300.00	16,300.00

The FTA Procurement Circular 4220.1F at Ch. VI, Section 3.i.(1)(b)2, discusses the scenario of receiving only one bid after a competitive solicitation. The City's procurement staff has reviewed and feel confident that the specification used was **NOT overly restrictive**. Therefore a sole source justification approved by FTA before you can award the contract. The dollar amount was less than the simplified acquisition threshold is \$150,000. We have determine that the specifications were **not restrictive**, and other companies could have met the specification but chose not to bid for other reasons.

Sincerely,

Carl Frederick Wright
City Procurement Manager