



**NOTICE OF PROPOSED SOLE SOURCE PROCUREMENT**  
**this is not a competitive bid/proposal**

The Utah Transit Authority (UTA) Procurement Policy provides that sole source procurements may be used only when the Award of a Contract is infeasible under other source selection methods, and at least one of the following circumstances applies: (a) The required goods or services are of a specialized nature requiring expertise that is only available from a single source; (b) The public exigency or emergency for the required goods or services will not permit a delay resulting from competitive solicitations; (c) After solicitations of a number of sources, competition is determined inadequate.

The UTA Purchasing Department has received a request to make the following sole source procurement:

**Product and/or Service to be purchased:** Skillsoft e-Learning Portal

**Contract Duration:** 3 Years

**Proposed Sole Source Supplier:** Skillsoft

**Estimated Total:** \$165,000 @ \$54,000 per year, plus \$2500.00 for upgrades

**Sole Source Justification:** Skillsoft has been identified as a "Sole Source vendor" for the following reasons:

Skillsoft is used by Utah State and Federal departments, and has been integrated to interface with our LMS training tracking module.

**Notice Start Date:** January 11, 2019 2:00 PM MST

**Notice End Date:** January 18, 2019 2:00 PM MST

**Due Date for Comments:** January 18, 2019 2:00 PM MST

**Earliest Date for Purchase:** January 18, 2019 2:00 PM MST

**Action to be Taken:** No action is required if you agree this proposed purchase is a valid sole source. If for any reason you do not agree with the proposed sole source procurement, you wish to comment, or object, please email your comments noting so to Janalee Hansen, UTA Manager of Procurement, at [thamilton@rideuta.com](mailto:thamilton@rideuta.com) prior to the "Due Date for Comments" indicated above. Please do not submit questions, bids, no-bids, or proposals in response to this notice. This is a request for information only.

**Bid Contact:** Rick Wilson  
[rwilson@rideuta.com](mailto:rwilson@rideuta.com)

**Bid Comments:** THIS IS NOT A REQUEST FOR BID OR PROPOSAL – THIS IS A PUBLIC POSTING FOR A SOLE SOURCE PURCHASE ONLY.

A copy of information related to this sole source procurement will be made available for public inspection, upon request, at the main office of UTA.