



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

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## **REGION 10 BULLETIN NO: 2011-59**

Subject: NTI Procurement Series - II - Risk Assessment and Basic Cost or Price Analysis

Program Area: Training

Date: December 14, 2011

The National Transit Institute (NTI) will be sponsoring a FREE course (\$600 for consultants and contractors) titled **"Procurement Series – II – Risk Assessment and Basic Cost and Price Analysis"** in the following cities:

Seattle, WA	Jan 10-13, 2012
Kansas City, MO	Jan 24-27, 2012
Cleveland, OH	Feb 28 – March 2, 2012
Pittsburgh, PA	March 27-30, 2012

The second of a four-part series\*, this three and half-day course is designed to strengthen the procurement practices of transit authorities by improving the ability to perform cost and price analysis. This basic training helps build the sound financial management practices that are expected of organizations and agencies receiving direct grant support from the FTA. This revised course uses "best practices" and several hands-on exercises to augment explanations of acquisition strategies, design-build contracts, using data from cost and price analysis and price and cost certification. The effect risk has on different types of contracts and specifications are covered in great detail. The Best Practices Procurement Manual and Circular 4220.1F are referenced throughout the course. This course is conducted utilizing exercises, case studies, and other interactive training activities. A small calculator would be helpful for the class exercises.

**\*It is highly recommended that the four procurement courses be taken in the following order: Orientation to Transit Procurement, Risk Assessment and Basic Cost and Price Analysis, RFP's and Competitive Contract Negotiations, and Contract Administration.**

Topics include, but are not limited to:

- Price or Cost Analysis
- Effect of Price or Cost Analysis on Types of Contracts
- Contract Modifications
- Determination of Fair and Reasonable Price
- Methods of Conducting Cost Comparison
- Role Risk Plays in Pricing

Effect of Contract Type on Allocation of Risk  
Effect of Specification Type on Risk Allocation  
FTA's Role in the Procurement Process

If you are interested in attending, please follow this link  
<http://www.ntionline.com/courses/courseinfo.php?id=18> to see detail course description and register on line.

For further information, please contact FTA Region 10's Ken Feldman at 206-220-7521 or by email [kenneth.feldman@dot.gov](mailto:kenneth.feldman@dot.gov).

Sincerely,



R.F. Krochalis  
Regional Administrator

for