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May 10, 2011

Ms. Letitia Thompson
Regional Administrator
Federal Transit Administration
Regional III
1760 Market Street
Suite 500
Philadelphia, PA 19103-4124

Re: Response to the Procurement System Review Draft Report

Dear Ms. Thompson,

Enclosed is Hampton Roads Transit's response to the draft report resulting from the Procurement System Review (PSR) performed by the Federal Transit Administration (FTA) at HRT during February 7 - 11, 2011. This response is intended to provide specific corrective action and schedule for each "deficient" element, to fully comply with the Best Practices/Advisory Comments provided by the PSR Draft Report.

Prior to the PSR, HRT has been in the process of revising HRT's Procurement Procedures Manual (PPM) to improve procurement procedures and management controls. These revised procedures and management controls are consistent with many of the Best Practices/Advisory Comments noted in PSR Draft Report. After reviewing the Draft Report, HRT will further revise and implement PPM by incorporating all recommendations and ensure that the procurement and contracts administration practices at HRT will be in full compliance with FTA guidelines.

If you have any questions, please do not hesitate to call Henry Li at (757) 222-6164.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Shucet", written over a horizontal line.

Philip A. Shucet
President and CEO

Attachment

CC: D. Sullivan
H. Li
D. Purcell