

**REQUEST FOR NON-COMPETITIVE CONTRACT (Rev.9.19.18) - FOR BOCS APPROVAL ON:**

This form must be completed by Department Heads or their designee when requesting contracts where a determination has been made that seeking competition would not be in the best interest of the taxpayers:

Check off each box that applies and provide the detailed reasons in the JUSTIFICATION section.

**VENDOR INFORMATION**

Vendor Legal Business Name: MEMASI Architecture & Engineering

Vendor Address: 445 Hamilton Avenue, Suite 1200, White Plains, NY 10601

Vendor Main Point of Contact for Any Resultant Contract: Tina Mesiti- Ceas

Title: Managing Partner Phone: 914 -915- 9522 Email: tina.mesiti@memasidesign.com

Detailed Description of Service and Contract Term:

To provide professional engineering and/or architectural, administrative, managerial and related services to the District to comply with all requirements of the Regulations of the Commissioner of Education. The anticipated work shall include but not be limited to the architectural and/or engineering HVAC, electrical, structural, environmental, plumbing, hazardous materials amelioration, ADA and site improvement design and construction support for various construction projects for the Yonkers Public Schools (YPS).

The Architect shall provide services required for compliance with the NYSED Facilities Planning Group codes, rules and regulations.

The requested contract extension term is till March 17,2024.

Total Cost and Method of Compensation: This is a request for time extension only. The current contract has a limit of \$1,000,000.00 with a balance amount of \$279,181.00

**EXCEPTIONS PER SECTIONS 6 (D) AND 6 (Q) OF THE CITY'S PROCUREMENT POLICY**

- |                    |  |  |
|--------------------|--|--|
| Lawyers            | Planners   | Recruitment agencies for professionals |
| Accountants        | Landscape architects   | Information technology advisors        |
| Auditors           | Real estate brokers  |  |
| Financial advisors | <input checked="" type="checkbox"/> Contract deemed to be in the best interest of the City |  |

SOLE SOURCE: Only one vendor is capable of providing the service.

SINGLE SOURCE: The service is available from more than one source, but for particular reasons it must be procured from a specific vendor.

Single Source: Upgrade to existing software available only from the software developer who sells on a direct basis.

Single Source: Upgrade to existing software available only from the software developer's designated Value-Added Reseller for this territory.

Single Source: Continuation of an on-going service already procured from this vendor. Provide the reasons why it would not be prudent to procure these services from another vendor.

In accordance with the spirit of a professional service contract, an extension of time is required from time-to-time in order to complete long term, on-going capital projects in the various states of closeout, construction and design, the interruption of which would be a hardship on the District.

Single / Sole Source: Sole provider of a patented or licensed service.

Single / Sole Source: The requesting Department can demonstrate that such services, due to unique or special circumstances, cannot be procured through a competitive Request for Proposal process.

**JUSTIFICATION:** Provide detailed reasons why it is in the best interest of the taxpayers to contract with this vendor without competition.

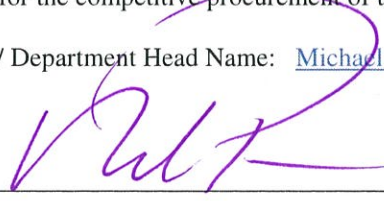
The amendment of the following contracts for an additional one (1) year term period, in the best interest of the Board of Education and the City of Yonkers Taxpayers to allow for the payment of existing invoices and to ensure continuity of services until RFP-483 for On-Call Architectural and Engineering Services can be awarded, expected in October of 2023. At which time, these agreements will be terminated for convenience.

**APPROVAL:** I certify that to the best of my knowledge the information above is a complete and accurate justification for the competitive procurement of these services.

Department / Department Head Name: Michael Pelliccio

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



8/28/2023