

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: **CORPORATE COMPUTER SOLUTIONS, INC.**

Vendor Address: **55 HALSTEAD AVENUE, HARRISON, NY 10528**

Vendor Main Point of Contact for Any Resultant Contract: **ANN MARTINO**

Title: **OWNER** Phone: **914-998-8568** Email: **AMARTINO@COPORATECOMPUTERSOL.COM**

Detailed Description of Service and Contract Term: **DESKTOP COMPUTERS & PROJECTORS**

Total Cost and Method of Compensation: **\$25,261.13 using WIOA funds (ABE, LZ Vive, LZ PEARLS, LZ Fermi, LZ 13)**

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
- 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.
- 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 technology will be directly used for teachers and students of Pathways to Success. The NYSED funding source (WIOA) mandates that 30% of the funds allocated be spent on an MWBE Vendor, and Corporate Computer Solutions is a NYED approved MWBE Vendor.

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: Sanah Susan Naber

Signature:  Date: 4/25/2024