



REQUEST FOR NON-COMPETITIVE CONTRACT - 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. Completed form must be attached to all resolutions and requisitions. Check off each box that applies and provide the required detailed reasons in the JUSTIFICATION section.

VENDOR INFORMATION

Vendor Legal Business Name: The Urban Assembly, Inc.
Vendor Address: 90 Broad Street Suite 2101 New York, NY 10004
Vendor Main Point of Contact: Habib Bangura
Title: **Managing Director of Program** Phone: **(212) 299-0932** Email: hsangura@urbanassembly.org

Detailed Description of Service and Contract Term: The Urban Assembly is a sole-source provider of tailored consulting services for leaders and teachers to identify and catalog their Tier 1, Tier 2 and Tier 3 interventions for both academics and social emotional learning (Grades K-8) in their school-based MTSS plans. The Resilient Scholars Portal from Urban Assembly will house the school-based interventions that feed into our district-wide MTSS plan. This work will support 6 target schools (Cross Hill Academy, William Boyce Thompson School, Martin Luther King Jr. Academy, Las Hermanas Mirabal Community School, School 5, Museum School 25) for Learning Loss and 4 target schools (Casimir Pulaski School, Enrico Fermi School, School 5, Cesar E. Chavez) for Mental Health.

Total Cost and Method of Compensation: RECOVS: Learning Loss Grant (\$52,000)
RECOVS: Mental Health Grant (50,000)

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

- Contracts with medical or health-related entities.
- Contracts with lecturers, other educational professionals or experts, and institutions.
- Procurements which involve the expenditure of federal or state assistance where and to the extent that federal or state law, rules, or regulations conflict with the provisions of the procurement policy.
- Contracts with not for profit organizations for the support, enhancement, or preservation of cultural resources and the arts.
- Other contracts deemed to be in the best interests of the District; however, any such request for this exemption shall be made by submission of a written recommendation, including sufficient justification by the department head certifying that such exemption is necessary and appropriate in order to further the best interests of the District.

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.

REQUIRED JUSTIFICATION: Provide detailed reasons why it is in the best interest of the taxpayers to contract with this vendor without competition. List other vendors and quotes that were obtained during the process.

This Vendor has provided services for math professional learning and job-embedded coaching that has yielded student proficiency results in schools in which they have worked. This vendor also received programmatic approval from NYS in our district's RECOV: Learning Loss grant and as stated above is a Sole Source provider.

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 McDonald

Signature:  Date: 10/28/24