

REQUEST FOR NON-COMPETITIVE CONTRACT (Rev.9.19.18) - FOR BOCS APPROVAL ON: 7/17/2024

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: **Altaris Consulting Group, LLC**

Vendor Address: **2051 Baldwin Road Suite 111 Yorktown Heights, NY 10598**

Vendor Main Point of Contact for Any Resultant Contract: **John LaPlaca**

Title: **CEO** Phone: **866-960-8739 Ext. 703** Email: **jlaplaca@altarisgroup.com**

Detailed Description of Service and Contract Term: **Safety and security assessments, staff development training, emergency plan development, emergency planning project management, and consulting.**
Term: **8/1/2024 – 6/30/2025**

Total Cost and Method of Compensation: **\$50,000, monetary**

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

- | | | |
|---|--|---|
| <input type="checkbox"/> Lawyers | <input type="checkbox"/> Planners | <input type="checkbox"/> Recruitment agencies for professionals |
| <input type="checkbox"/> Accountants | <input type="checkbox"/> Landscape architects | <input type="checkbox"/> Information technology advisors |
| <input type="checkbox"/> Auditors | <input type="checkbox"/> Real estate brokers | |
| <input type="checkbox"/> 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.
- 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.

Altaris consultants worked with YPS for the past two academic years. They conducted walk-throughs for each school building to identify the strengths and areas in need of improvement. Altaris also conducted various trainings for both building-level and District-wide staff focusing on SHELL training, Threat Assessment Training and Emergency Safety Plans. Altaris consultants met and assisted Principals and District-wide Administrators in order to assist them with suggestions and methods for their Emergency Safety Plans. Altaris has developed a relationship with the District and has the data and knowledge of how the District operates in order to best serve the District's needs. Altaris Consulting

Group's service will provide increased proficiency for administrators, safety and overall staff in the areas of emergency development, management and maintenance.

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: Safety and Security / Brian Schulder

Signature:  _____ Date: 7/10/2024 _____