Panel for Educational Policy
Contract Agenda
January 29, 2015

Item: 1 **Description:** Acquisition and distribution of fresh bread for school cafeterias.

Term: 3 months **Options:** None **Funding:** Tax Levy

Division: Office of School Food **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Metro Food Distributors, Inc.	$1,366,243
Operative Cake Corp. (Subsidary of Grocery Haulers Inc.)	$1,215,198
Palagonia Bakery Co, Inc.	$1,219,796

Item: 2 **Description:** Maintenance and support of the DOE's automated time and attendance system.

Term: 3 years **Options:** None **Funding:** Tax Levy & Capital

Division: Division of Financial Systems and Business Operations **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
SumTotal Systems, Inc.	$3,208,679

Item: 3 **Description:** Common Core-aligned formative assessments in English language arts and math.

Term: 8 months **Options:** None **Funding:** Tax Levy

Division: Teaching and Learning **Contract Type:** Full Value

Vendor Name	Annual Amount
Council for Aid to Education	$249,872

Item: 4 **Description:** Loading content, label and ship flash drives to be distributed to professional development session attendees.

Term: 2 months **Options:** None **Funding:** Tax Levy

Division: Teaching and Learning **Contract Type:** Full Value

Vendor Name	Annual Amount
Tobin Productions	$37,093

Item: 5 **Description:** Support for the DOE's Middle School Quality Initiative through the administration and scoring of the Degrees of Reading Power assessments.

Term: 1 year **Options:** None **Funding:** Tax Levy

Division: Teaching and Learning **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Questar Assessment, Inc	$299,918

Item: 6 **Description:** Measures of student learning performance tasks and supporting materials for mathematics.

Term: 8 Months **Options:** None **Funding:** Tax Levy

Division: Teaching and Learning **Contract Type:** Full Value

Vendor Name	Annual Amount
Silicon Valley Mathematics Initiative	$266,000

Item: 7 **Description:** Measures of Student Learning performance tasks and supporting materials for Native Language Arts.

Term: 10 months **Options:** None **Funding:** Tax Levy

Division: Teaching and Learning **Contract Type:** Full Value

Vendor Name	Annual Amount
Santillana Publishing	$99,500

Item: 8 WITHDRAWN

Item: 9 **Description:** Provision of universal pre-kindergarten services (RA #9).

Term: 2 years 6 months **Options:** None **Funding:** NYSED

Division: Division of Early Childhood Education **Contract Type:** Full Value

Vendor Name	Annual Amount
Friends of Crown Heights	$252,180

Item: 10 **Description:** Provision of Universal PreKindergarten Services (RA# 8)

Term: 3 years **Options:** None **Funding:** NYSED & Tax Levy

Division: Division of Early Childhood Education **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Riverdale YM-YWHA	$180,000

Item: 11 **Description:** Special education professional development services for District 75.

Term: 1 year **Options:** none **Funding:** Tax levy

Division: Citywide Program Admin **Contract Type:** Full Value

Vendor Name	Annual Amount
Wilson Language Training Corp	$97,600

Item: 12 **Description:** Demonstration project aimed at studying high-dosage tutoring, an innovative approach to academic intervention services.

Term: 6 months **Options:** 2 years **Funding:** Tax Levy

Division: Office of Safety and Youth Development **Contract Type:** Full Value

Vendor Name	Annual Amount
SAGA Innovations, Inc.	$431,440

Item: 13 **Description:** Internet services to schools and administrative offices.

Term: 5 years **Options:** 2 year option **Funding:** Tax Levy & E-rate

Division: Div. of Instructional & Information Technology **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Lightower Fiber Networks	$3,285,000

Item: 14 **Description:** Electrical materials, equipment and services for energy efficiency projects.

Term: 5 years **Options:** 270 days option **Funding:** Tax Levy

Division: Division of School Facilities **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Charan Electrical Enterprises	$2,608,250

Item: 15 **Description:** HVAC materials, equipment, repairs and services for energy efficiency projects.

Term: 5 year **Options:** 270 days **Funding:** Tax Levy

Division: Division of School Facilities **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Geomatrix Services, Inc.	$3,413,084
Volmar Construction, Inc.	$921,500

Item: 16 **Description:** Labor, material and supervision necessary for asbestos abatement.

Term: 5 years **Options:** 270 days **Funding:** Tax Levy

Division: Division of School Facilities **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Abtron Associates Corp	$1,686,492
Linear Environmental Corp	$1,223,493
New Style Contractors Inc.	$301,769

Item: 17 **Description:** Asbestos bulk and air sampling, analysis and project monitoring in schools and administrative buildings.

Term: 5 year **Options:** 270 days **Funding:** Tax Levy

Division: Division of School Facilities **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
ATC Group Services dba ATC Associates	$476,320
KAM Consultants Corp	$1,764,960

Item: 18 **Description:** Voice telephone services and data network connectivity to schools and administrative buildings.

Term: 1 year **Options:** none **Funding:** Tax Levy & E-Rate

Division: Div. of Instructional & Information Technology **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
AT&T Corp.	$4,000,000
Telesector Resources Group, Inc. (Division of Verizon)	$40,000,000

Item: 19 **Description:** Printing of promotional and incentive items for schools.

Term: 3 years **Options:** none **Funding:** Tax Levy & VTEA

Division: Division of Contracts and Purchasing **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Evergreen Promotions	$450,000

Item: 20 **Description:** Dropout Prevention and intervention services for students in PS 96 in Manhattan.

Term: 1 year **Options:** None **Funding:** City Council

Division: Office of Safety and Youth Development **Contract Type:** Full Value

Vendor Name	Annual Amount
Just-Us, Inc.	$30,000

Item: 21 WITHDRAWN

Item: 22 WITHDRAWN

Item: 23 WITHDRAWN

Item: 24 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 7 years **Options:** None **Funding:** Reimbursable & Tax Levy

Division: Division of Contracts and Purchasing **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Kreizel Enterprises, Inc.	$50,218

Item: 25 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 3 years **Options:** None **Funding:** Reimbursable & Tax Levy

Division: Division of Contracts and Purchasing **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Mind Wing Concepts, Inc	$95,000

Item: 26 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 3 years **Options:** None **Funding:** Reimbursable &Tax Levy

Division: Division of Contracts and Purchasing **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Lakeshore Equipment Company	$40,000

Item: 27 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 7 years **Options:** None **Funding:** Reimbursable & Tax Levy

Division: Division of Contracts and Purchasing **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
School Specialty, Inc.	$123,000

Item: 1

Description:

Acquisition and distribution of fresh bread for school cafeterias.

REQUEST FOR AUTHORIZATION TO EXTEND CONTRACTS FOR BREAD AND ROLLS VIA EMERGENCY DECLARATION

Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$3,800,959	Tax Levy	4/01/15 – 6/30/15	None	Emergency Purchase	No	Requirements

Vendor Names & Addresses	Metro Food Distributors Inc. 179-14 149th Avenue Jamaica, NY 11434
	Operative Cake Corp. (Subsidiary of Grocery Haulers Inc.) 711-733 Brush Avenue Bronx, NY 10465
	Palagonia Bakery Co., Inc. 508 Junius Street Brooklyn, NY 11212

Contract Manager / Lead Contracting Officer	Division of Contracts and Purchasing Contact
Janice Zapinsky Office of School Support Services (OSSS)	Fior Castellon Procurement Analyst

PURPOSE

Authorization is requested on behalf of the Office of School Food (OSF) to extend current fresh bread and rolls distribution contracts in accordance with the DOE's Procurement Policy and Procedures, Section 3-09, Emergency Purchases. These emergency extensions are requested for three months to ensure the SchoolFood Meal Program continues to receive meals served in approximately 1,215 OSF-operated kitchens citywide. This measure is necessary for the preservation of the health and general welfare of the children. Since the original contracts predate the Department's current Procurement Policy and Procedures, an Emergency Purchase is the only procurement method available.

DISCUSSION

The contracts proposed for extension cover the acquisition and distribution of fresh bread and rolls. They were awarded in July 2005 and July 2006 pursuant to Requests for Bids (RFB) as follows: Palagonia Bakery in Manhattan and parts of Brooklyn, Operative Cake in the Bronx and parts of Brooklyn, and Metro Food in Queens and Staten Island.

Those contracts were set to expire on August 31, 2013. However, the delayed release of a new solicitation and the continued evaluation of the proposals submitted in response to the solicitation resulted in three separate contract extensions for a combined term of 19 months. The most recent of these extensions expires on March 31, 2015.

The delay in releasing the new solicitation is attributed to the complexities in transitioning from a Request for Bids (RFB) to a Request for Proposals (RFP) to procure these commodities. The RFP procurement method will allow the DOE more flexibility in the purchase of different bread items. The new solicitation has been released and the DOE anticipates that the contract award and registration will be complete by the end of April 2015. It is necessary to extend the current contracts for an additional

three months to enable the DOE to continue receiving bread and rolls without interruption until the new contracts are in place.

The original contracts were competitively bid and their pricing was determined to be fair and reasonable. All terms and conditions of the underlying contracts will continue. As such, pricing is determined to be fair and reasonable. The estimated amount is based on usage history between April and June of the previous year.

Vendors – RFB 1C295	Area	Actual Expenditure for Service Period (4/01/14-6/30/14)
Metro Food	Queens	$1,190,847
Operative Cake	Bronx & Brooklyn 2	$1,214,665
Palagonia	Manhattan & Brooklyn 1	$1,220,020
	RFB 1C295 Total	**$3,625,532**

Vendor – RFB 1C426	Area	Actual Expenditure for Service Period (4/01/14-6/30/14)
Metro Food	Staten Island	$175,427
	Grand Total	**$3,800,959**

Comprehensive background checks were conducted on the three vendors. No significant information was uncovered for Operative and Metro Food. However, the following noteworthy information was identified for Palagonia Bakery:

Palagonia was previously listed as debarred by the NYS Worker's Compensation Board. The DOE is in receipt of a letter from the New York State Workers Compensation Board dated April 24, 2014 to Palagonia Bakery indicating that the debarment has been resolved without payment and that Palagonia Bakery was immediately removed from the debarment list. Accordingly, the DOE does not believe this matter precludes a determination that the vendor is responsible.

Item: 2

Description:

Maintenance and support of the DOE's automated time and attendance system.

REQUEST FOR AUTHORIZATION TO EXTEND A CONTRACT WITH SUMTOTAL SYSTEMS FOR ITS AUTOMATED TIME AND ATTENDANCE SYSTEM FOR THREE YEARS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Year 1: $3,208,680 Year 2: $1,011,181 Year 3: $ 685,626 Total: $4,905,487	Tax Levy / Capital	2/01/15 - 1/31/18	None	Negotiated Service	No	Requirements

Vendor Name & Address	SumTotal Systems, Inc. 2850 NW 43rd Street, Suite 200 Gainesville, FL 32606

Contract Manager / Lead Contract Officer	Division of Contracts & Purchasing Contact
William Mardenborough Administrator of Financial Security Division of Financial Systems and Business Operations (FSBO)	James J. McBride Chief Administrator, Central Office Procurement

PURPOSE

Authorization is requested to extend a contract with SumTotal Systems, Inc. for an automated time and attendance system. Without this three-year extension, the current contract would expire on January 31, 2015.

DISCUSSION

DOE uses the SumTotal time and attendance system for over 13,000 administrative non-pedagogic DOE employees, consultants, and Welfare Empowerment Program (WEP) participants. The system records employee attendance, maintains leave balances, manages leave requests, allows for supervisor approvals, applies time-keeping rules to employees based on their specific job titles, and interfaces with DOE payroll systems. Data from this system is sent directly to payroll.

This contract was originally awarded to CyberShift for five years in 2002 and was extended for an additional five years in 2007. For that extension, DOE negotiated lower rates and a more robust service level agreement. During this time, CyberShift was acquired by SumTotal Systems. The contract was extended for an additional year to provide time to complete a new request for proposals (RFP) and for transition to a new system if necessary. The Department's Committee on Contracts approved a third extension covering a two-year period because the City's Financial Information Services Agency (FISA) and the Office of Management and Budget (OMB) were considering transition of DOE's automated time and attendance system to CityTime in lieu of an RFP; this option would have enabled FSBO to leverage the City's existing technology. However, a gap analysis between CyberShift and CityTime determined that significant changes were needed to accommodate the timekeeping rules for DOE-specific titles. Therefore, the DOE, FISA, and OMB recommended the current time and attendance contract again be extended.

CityTime still requires upgrades to its functionality in order to accommodate DOE titles, so taking part in the CityTime program is not currently a viable option. Award through a new RFP would cause the DOE to incur an additional expense of at least $1.1 to transition from SumTotal to a new vendor if a vendor other than SumTotal were to be awarded. This amount includes $600,000 for three months of

transition overlap licensing costs, and $500,000 for the installation of new badge-reading devices. Switching systems would also require other transition activities, such as re-training users. More importantly, the DOE's goal is to administer and support the application and hardware in-house within the next three years. This will increase data security and reduce the DOE's financial liability for automated time and attendance. It will result in a savings of approximately $762,000 through the elimination of the hosting fee and Interactive Voice Response System (IVR) associated with the system. Moreover, it is inconceivable that a new vendor could offer viable competition for this contract with the promise of a contract with a term of less than three years.

Therefore, a three-year extension is now requested to extend the contract to January 31, 2018. This extension will enable the DOE to procure and install the latest hardware and software required to maintain the current system and allow the DOE to provide time and attendance services for an additional 25,000 school-based hourly staff without any added annual expense.

SumTotal Systems will increase its yearly pricing approximately three percent, in accordance with the Consumer Price Index (CPI). The increase is in line with the terms of the original contract.

SumTotal Systems has provided satisfactory performance under past contracts for consultant, maintenance, and hosting services. A background check, including a review of VENDEX, the federal debarment list, and the Division of Contracts & Purchasing's own internal records, found no significant adverse information. Accordingly, Sum Total Systems has been determined to be responsible.

Item: 3

Description:

Common Core-aligned formative assessments in English language arts and math.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH COUNCIL FOR AID TO EDUCATION (CAE) TO PROVIDE FORMATIVE ASSESSEMENTS

Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$249,872	Tax Levy	5/01/14 - 12/31/14	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Council for Aid to Education (CAE) 215 Lexington Avenue 16th Floor New York, NY 10016

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Lisa Karlich Director of Periodic Assessment Division of Teaching and Learning	Dan Aymar-Blair Senior Executive Director Division of Teaching and Learning	MaryAnne Impostato Procurement Analyst Central Office of Procurement

PURPOSE

Authorization is requested to contract with Council for Aid to Education (CAE) to provide Common Core-aligned formative assessments in English language arts and math for school year 2014-2015.

DISCUSSION

In the 2012-2013 school year, the DOE began offering Common Core-aligned formative assessments provided by CTB McGraw-Hill to schools. The DOE continued to offer these assessments in the 2014-2015 school year as part of a phased-in transition to the Common Core Learning Standards (CCLS). These multiple-item assessments measure student proficiency and progress periodically across classes on a set of learning objectives that align to the CCLS by grade-level. Educators use these assessments to make instructional decisions and to determine how to support students' individual needs. The assessments will also provide valuable support for the recently released CCLS-aligned Regents exams.

Another vendor was selected for award of a contract for these services under a Request for Proposals (RFP) in April 2013, but the contract was never executed because the DOE and the selected vendor would not agree on the contract terms. The same assessment design and evaluation team that reviewed content under the prior contract recommended alternative vendors to the project office. Vendors that were considered either had open or existing DOE contracts and other vendors, including CAE and Alpine Testing Solutions, with common core-aligned assessment expertise in ELA and Math. The team conducted a comprehensive evaluation, including a review of vendor's samples, any previous experience with the DOE, assessment design, capacity to deliver within mandated timeline, experience with school districts similar to New York City and the ability to pilot materials outside of New York City. This led to proposals being solicited from CAE and Alpine Testing Solutions, and CAE was selected because its proposal demonstrated a higher quality of content and lower price.

CAE was engaged to provide a reduced scope of services derived from the original RFP requirements since there was not enough time to complete another competitive procurement in time to provide these services during the 2014-2015 school year. Specifically, CAE developed high school materials to accompany the New York State Education Department's release of CCLS-aligned Regents assessments in ELA and math.

A contract is necessary for these services because the DOE does not have the expertise, personnel, and resources to meet the program's objectives and timeline. This contract is retroactive because of the aggressive program timeline that was implemented to print and ship materials to schools by September 2014. CAE continued to work through December 2014 to provide Common Core-aligned services, including fall and spring benchmark assessments delivered to New York City high schools for the 2014-2015 school year.

The Committee on Contracts approved this negotiated service on January 12, 2015 on the basis of time constraints.

The contract amount of $249,872 is based on the estimated number of hours to complete each project task, such as item writing and production; administration and ancillary costs, including support staff, item revisions, and post-administration item analyses; project management; and allocations for indirect project costs, such as fringe benefits and profit margin.

Prices were compatible with the budget for the same amount of work proposed by the awarded vendor in response to the original RFP. Prices were also comparable to those of other vendors providing similar services in the past and to those of a second proposal that was rejected for the same scope of work provided by CAE. Prices have therefore been determined to be fair and reasonable.

A review of the New York City Transit and New York State Worker Compensation Board debarment lists, VENDEX, and VCIP revealed no significant adverse information. CAE's performance of these services has been satisfactory. CAE has therefore been determined to be responsible.

Item: 4

Description:

Loading content, label and ship flash drives to be distributed to professional development session attendees.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH TOBIN PRODUCTIONS TO PROVIDE FLASH DRIVES

Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$37,093	Tax Levy	7/01/14 – 8/31/14	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Tobin Productions, Inc. 630 Ninth Avenue New York, NY 10036

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Victoria Bredt Senior Manager, Strategy Division of Teaching and Learning	Dan Aymar-Blair Senior Executive Director, Implementation Division of Teaching and Learning	Begum Gonul Central Office of Procurement

PURPOSE

Authorization is requested on behalf of the DOE's Division of Teaching and Learning (DTL) to contract with Tobin Productions to load content, label, and ship flash drives to be distributed to professional development session attendees. The contract has a term of two months.

DISCUSSION

The printing of training materials for school team trainings cost over $900,000 in 2013, so the Office of Teacher Effectiveness (OTE) chose to provide these materials in digital format in 2014 to reduce costs.

Initially, DTL anticipated needing approximately 7,000 flash drives and solicited quotes from three vendors. The vendors' proposed unit pricing is as follows:

Vendor	Unit Price
Tobin Productions	$4.15*
Vanguard	$4.47
Staples	$4.70

*Initial unit price for 7,000. Increase in units above 7,000 led to an increase in unit price by $0.10.

Tobin Production proposed the lowest unit cost for the necessary product and services, but their price was contingent upon the DOE providing them with materials by June 17, 2014 for 7,000 flash drives. A delay in providing Tobin with all of the materials by the deadline resulted in an additional fee for the expedited duplication of 1,000 flash drives. Subsequently, the program office identified the need for an additional 400 drives.

The vendor loaded and labeled 7,400 flash drives with training materials and either delivered them to DTL or the venues where each professional development sessions took place. The table below indicates price breakdown for the services provided:

Service Description	Quantity	Unit Price	Total
Flash drive duplication @ originally quoted price	6000	$4.25	$25,500
Flash drive duplication @ rush overtime price	1000	$7.45	$7,450
Additional flash drive duplication @ rush overtime price	400	$7.45	$2,980
Re-mastering, revised content	2	$150	$300
Delivery Fee		$863	$863
		TOTAL	$37,093

A competitive procurement was not carried out due to the time constraints; instead, a small item purchase was used to obtain bids, in response to which Tobin proposed the lowest unit price. Therefore, pricing has been determined to be fair and reasonable.

It is necessary to contract for these services as the DOE does not have the resources to provide the product or perform these services.

This contract is retroactive because of a reorganization within the OTE, which resulted in administrative delays.

A background check, including a review of VENDEX, the federal debarment list, and DCP's own records, revealed no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 5

Description:

Support for the DOE's Middle School Quality Initiative through the administration and scoring of the Degrees of Reading Power assessments.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH QUESTAR ASSESSMENT, INC. TO PROVIDE SUPPORT TO THE MIDDLE SCHOOL QUALITY INITIATIVE

Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$299,918	Tax Levy	One Year (9/1/14 - 8/31/15)	None	Negotiated Services	Yes	Requirements

Vendor Name & Address	Questar Assessment, Inc. 4 Hardscrabble Heights, P.O. Box 382 Brewster, NY 10509

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Tracey Oyemade Director, Contracts & Operations Division of Teaching & Learning	Dan Aymar-Blair Senior Executive Director Division of Teaching & Learning	Matthew Coffey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Questar Assessment, Inc. (Questar) to provide support to the DOE's Middle School Quality Initiative through the administration and scoring of the Degrees of Reading Power (DRP) assessments. DRP assessments are used for universal screening and progress monitoring of students' reading comprehension.

DISCUSSION

The Middle School Quality Initiative (MSQI) is a comprehensive program to strengthen literacy instruction across all middle grades by focusing on literacy across content areas, providing continuous professional development to teachers and through strategically implemented reading interventions. One such intervention is the DRP, which is designed to measure skills used during reading, rather than summarizing or analyzing after reading. Unlike other literacy assessments, the DRP focuses solely on reading comprehension, determining students' ability to read and understand complex text at different grade levels.

Under this contract, Questar will provide the following services in support of the MSQI program:

- DRP assessment materials for three separate testing windows:
  - Fall - September 2014
  - Winter - November 2014
  - Spring - May/June 2015
- Database/Tracking
- Customer service to all schools participating in MSQI
- Training for new MSQI schools

Questar owns the DRP assessment and is the only vendor authorized to administer it. Thus, a negotiated services contract is the most appropriate procurement method in this case. A comprehensive background check using various databases, including VENDEX, VCIP, and the federal and state debarment lists, identified no significant adverse information for Questar. Questar has been

providing services in support of MSQI since September to the DOE'S satisfaction; therefore, Questar has been determined to be a responsible vendor.

Questar's rates are comparable to other vendors that provide exclusive assessment materials. They currently offer the DOE all of its DRP assessment materials at a 25 percent discount relative to its market rate for the same products and services. As a result, their pricing has been determined to be fair and reasonable.

This contract is retroactive because Questar's previous contract with the DOE was canceled for convenience and there were delays in securing funding for the replacement contract.

The Chancellor's Committee on Contracts approved this RA on January 21, 2015 on the basis of continuity and time constraints.

Item: 6

Description:

Measures of student learning performance tasks and supporting materials for mathematics.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SILICON VALLEY MATHEMATICS INITIATIVE (SVMI) TO PROVIDE MEASURES OF STUDENT LEARNING

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$266,000	Tax Levy	12/15/13 - 8/1/14	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Silicon Valley Mathematics Initiative 17485 Monterey Rd, Suite 205 Morgan Hill, CA 95037

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing
Lisa Karlich Director of Periodic Assessment Division of Teaching and Learning	Dan Aymar-Blair Senior Executive Director Division of Teaching and Learning	MaryAnne Impostato Procurement Analyst Central Office of Procurement

PURPOSE

Authorization is requested to contract with Silicon Valley Mathematics Initiative (SVMI) to provide Measures of Student Learning for Mathematics, in compliance with New York State Law 3012-c, for school years 2013 to 2015.

DISCUSSION

The passage of New York State (NYS) Law 3012-c mandated the implementation of the development of Measures of Student Learning (MOSL). In the 2013-2014 school year, the DOE implemented English Language Arts (ELA) including grades K-12, but limited math to grades K-3 and Algebra I; science to grades 4, 6-8 and high school living environment; social studies to grades 6-8, high school US history and high school global history II. In school year 2014-2015, math, science, and social studies MOSL were expanded to include additional high school levels. In addition, the local MOSL component of this law required the DOE to provide New York City schools with assessment exercises ("performance tasks") and scoring guidelines ("rubrics") that teachers can use to assess student learning for mathematics, grades K-12.

The Office of Periodic Assessment (OPA) conducted a review of DOE vendors with existing contracts to create and manage the development of this increased scope at a competitive price. OPA also considered SVMI and other developers of mathematical materials and determined that only SVMI possessed the content area expertise necessary to provide the mandated services.

The DOE's Performance Task Design Team (PTD) solicited proposals from three vendors. The PTD team conducted a comprehensive evaluation, including a review of vendor samples, any previous experience with the DOE, vendor feedback on improving existing MOSL assessment materials, assessment design, capacity to deliver within mandated timeline, experience with school districts similar to New York City and the ability to pilot materials outside of New York City.

SVMI was ultimately selected based on its:

- experience creating highly comparable baseline and end-of-year (EOY) assessment materials to support the growth measurement requirement of the MOSL component for teacher evaluation;
- expertise in developing content, rubrics, and assessment materials that teachers can use throughout the year to inform and support their instruction; and
- unique capacity as a developer of mathematic assessment materials to provide a large number of high-quality materials in a timeframe of fewer than 10 months.

SVMI developed a highly comparable baseline and EOY performance tasks that reflect the major and supporting standards and Common Core-aligned rubrics at each grade; and annotated scoring guidance for each baseline and EOY performance task. This included layout, proofreading, and copyediting of each assessment; field testing of each baseline and EOY performance task; multiple rounds of review and revisions of assessments and rubrics; and standards alignment.

The Committee on Contracts approved this negotiated service on January 12, 2015 on the basis of time constraints.

A contract is necessary for these services because the DOE does not have the skill set required to develop these types of assessments in-house. This contract is retroactive because an arbitration decision that was announced by the NYSED on June 6, 2013, included a directive to implement the MOSL plan by September 9, 2013. However, OPA immediately commenced the vendor selection process and engaged the selected vendor in December 2013.

An analysis of the cost for development by other large vendors currently under contract with the DOE and vetting of prices offered by smaller vendors that were considered for the same scope of work revealed that the prices offered by SVMI were below any of these vendors. In addition, none of the current contracted vendors were determined to have the capacity to provide the quality of service or level of content expertise required by the DOE. Prices have therefore been determined to be fair and reasonable. The contract cost of $266,000 is based on a rate per unit of work/deliverable and a fixed number of units, as provided by the DOE, for rubric development; assessment development; field testing, annotation of student response samples, and teacher scoring guides; and permissions and layout.

A review of the NYC Transit and NYS Worker Compensation Board debarment lists, VENDEX, and VCIP revealed no significant adverse information. SVMI's performance for these services has been satisfactory. SVMI has therefore been determined to be responsible.

Item: 7

Description:

Measures of Student Learning performance tasks and supporting materials for Native Language Arts.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SANTILLANA TO PROVIDE MEASURES OF STUDENT LEARNING

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$99,500	Tax Levy	12/15/13 - 9/30/14	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Santillana USA Publishing 2023 NE 84th Avenue Doral, FL 33122

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing
Lisa Karlich Director of Periodic Assessment Division of Teaching and Learning	Dan Aymar-Blair Senior Executive Director Division of Teaching and Learning	MaryAnne Impostato Procurement Analyst Central Office of Procurement

PURPOSE

Authorization is requested to contract with Santillana USA Publishing (Santillana) to provide Measures of Student Learning for Native Language Arts, in compliance with New York State Law 3012-c, for school years 2013 to 2015.

DISCUSSION

The passage of New York State (NYS) Law 3012-c mandated the implementation of the development of Measures of Student Learning (MOSL). In the 2013-2014 school year, the DOE implemented English Language Arts (ELA) including grades K-12, but limited math to grades K-3 and Algebra I; science to grades 4, 6-8 and high school living environment; social studies to grades 6-8, high school US history and high school global history II. In school year 2014-2015, math, science, and social studies MOSL were expanded to include additional high school levels. In addition, the local MOSL component of this law required the DOE to provide New York City schools with assessment exercises ("performance tasks") and scoring guidelines ("rubrics") that teachers can use to assess student learning for Native Language Arts in grades K-12.

The Office of Periodic Assessment (OPA) conducted a review of DOE vendors with existing contracts to create and manage the development of this increased scope at a competitive price. OPA also considered Santillana and other developers of Spanish language arts materials and determined that only Santillana possessed the content area expertise necessary to provide the mandated services.

The DOE's Performance Task Design Team (PTD) solicited proposals from three vendors. The PTD team conducted a comprehensive evaluation, including a review of vendor samples, any previous experience with the DOE, vendor feedback on improving existing MOSL assessment materials, assessment design, capacity to deliver within mandated timeline, experience with school districts similar to New York City and the ability to pilot materials outside of New York City.

Santillana was ultimately selected based on its:

- experience creating highly comparable baseline and end-of-year (EOY) assessment materials to support the growth measurement requirement of the MOSL component for teacher evaluation;
- expertise in developing content, rubrics, and assessment materials that teachers can use throughout the year to inform and support their instruction; and
- unique capacity as a developer of Spanish Language Arts assessment materials to provide a large number of high-quality materials in a timeframe of fewer than 10 months.

Santillana developed baseline and end-of-year performance tasks, and Common Core-aligned rubrics at each grade for K-12. This included layout, proofreading, and copyediting services; secured copyright permissions; multiple rounds of review and revisions of assessments and rubrics; and standards alignment.

A contract is necessary for these services because the DOE does not have the skill set required to develop these types of assessments in-house. This contract is retroactive because an arbitration decision that was announced by the NYSED on June 6, 2013, included a directive to implement the MOSL plan by September 9, 2013. However, OPA immediately commenced the vendor selection process and engaged the selected vendor in December 2013.

An analysis of the cost for development by other large vendors currently under contract with the DOE and vetting of prices offered by smaller vendors that were considered for the same scope of work revealed that the prices offered by Santillana were below any of these vendors. In addition, none of the current contracted vendors were determined to have the capacity to provide the quality of service or level of content expertise required by the DOE. Prices have therefore been determined to be fair and reasonable. The contract amount of $99,500 is based on rates per unit and a fixed number of units, as provided by the DOE, for rubric and assessment development.

A review of the New York City Transit and New York State Worker Compensation Board debarment lists and VCIP revealed no significant adverse information. Santillana's performance for these services has been satisfactory. While Santillana's VENDEX submission is pending MOCS filing, the DOE reviewed a copy of the submitted VENDEX questionnaires and found no noteworthy adverse information. Santillana has therefore been determined to be responsible.

Item: 8

Description:

Withdrawn

Item: 9

Description:

Provision of universal pre-kindergarten services (RA #9).

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN SERVICES (2014-2017) - RA #9

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$252,180 / $630,450	New York State Education Department (NYSED)	2.5 Years	None	Contract via Negotiated Service per Section 3-08 (b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Friends of Crown Heights Educational Centers Inc. 671-675 Prospect Place Brooklyn, NY 11216

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Executive Director Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested on behalf of the Division of Early Childhood Education (DECE) to contract with the vendor listed above to provide high-quality instructional programming as part of the Universal Prekindergarten (UPK) Program.

DISCUSSION

In September 2013, the New York State Education Department (NYSED) announced a request for proposals (RFP) for a grant to create or expand full-day Universal Prekindergarten (UPK) seats in high-need school districts. The State defines full-day UPK services as lasting at least five hours.

The Division of Early Childhood Education (DECE) submitted a proposal on behalf of the New York City Department of Education (NYCDOE) and was notified of a grant award from NYSED in January 2014. The grant allocated funds for services to start in fiscal year 2014; however, at least 90 days of instruction must be provided in FY 2014 to be eligible for the funding. It was therefore prudent to initiate the delivery of services upon notice of award, hence these contracts are retroactive.

Given the time constraints of implementing these services mid-year in FY 2014, DECE decided to use the grant funds exclusively for Community Based Organization (CBO) UPK programs.

DECE began the process of selecting CBOs by identifying CBOs who submitted a proposal to the most recent RFP (R0968), which was released in December 2012, for services to be provided in FY 2013. At the time of the solicitation, the NYCDOE had 4,000 full-day seats to distribute among public schools and CBOs in high-need communities. Many existing half-day CBO providers submitted proposals for full-day services and passed DECE's quality threshold, but were not in the highest-need areas and so were not awarded full-day seats pursuant to R0968. In response to the State's announcement of the new grant program in September 2013, DECE selected those half-day CBO providers in neighborhoods at the next level of need to see if these providers could offer full-day services to their current families without displacing any children. Once this list had been exhausted, DECE reached out to half-day

providers in high-need areas who had not submitted a proposal for full-day services pursuant to R0968 but who could accommodate the NYSED grant requirements for the full-day program.

Sixty-nine UPK providers were recommended for award pursuant to the grant requirements. Sixty-two were approved by the Panel for Education Policy (PEP) in the April 2014 contract meeting, with the remaining seven approved by the PEP in the May 2014 contract meeting. All but one of the providers have a current half-day contract pursuant to previous Requests for Proposals that will be amended to accommodate full-day programming. Friends of Crown Heights Educational Centers Inc. (FoCH) submitted a full-day proposal under RFP R0968, which passed DECE's quality thresholds, but was not in the highest-need areas and so was not awarded a contract for full-day seats pursuant to R0968. When these additional funds became available, DECE selected FoCH because it is in a neighborhood at the next level of need and, as a new provider, would not be displacing any children.

The FoCH award was initially approved as an amendment by the Committee on Contracts (COC) in April 2014 and by the PEP in May 2014. While it was correctly noted in the requests for authorization to both the COC and PEP that the award to FoCH would result in a new contract, it was nevertheless approved as a Contract Amendment via Negotiated Service per Section 3-08 (b) of DOE Procurement Policy & Procedures. This Request for Authorization seeks to correct this award designation as pursuant to a Negotiated Service.

Vendors and their principal owners and officers were subject to a comprehensive background check. A background check completed for Friends of Crown Heights determined the vendor to be responsible.

Vendor Name	Boro	CSD	Seats Converted	Original Per Seat Cost (HD)	New Per Seat Cost (SED - FD)	New Annual Amount	Years left on Contract (not including renewal options)	Total Contract Increase Amount (J*K) - (G*H*K)
Friends of Crown Heights	K	18	36	$0	$7,005	$252,180	2.5	$630,450

Item: 10

Description:

Provision of Universal PreKindergarten Services (RA# 8)

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN SERVICES (2014-2017) RA #8

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$180,000 / 540,000	New York State Education Department (NYSED), Tax Levy	3 Years	None	Contract via Negotiated Service per Section 3-08 (b) of DOE Procurement Policy & Procedures	No	Requirement

Vendor Name Address	Riverdale YM-YWHA 5625 Arlington Avenue Bronx, NY 10471

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Executive Director Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested on behalf of the Division of Early Childhood Education (DECE) to contract with the vendor listed above to provide high-quality instructional programming as part of the Universal Prekindergarten (UPK) Program.

DISCUSSION

In 1997, the New York State Education Department (NYSED) established the Universal Prekindergarten program (UPK), which entitles eligible four-year-olds to receive two hours and 30 minutes of instructional programming for 180 days at no charge to families. In March 2014, the State legislature approved a $300 million grant to expand full-day pre-kindergarten access in New York City. The legislation allows for high-quality UPK programs to be awarded new full-day UPK seats or to convert existing half-day seats to full-day seats.

The UPK program operates citywide in public and non-public school settings. Achieving universal access to prekindergarten services depends on the partnerships that link community-based organizations with the New York City public school system.

A Request for Proposals (RFP) was released in December 2013, seeking to award eligible early childhood providers willing to collaborate with the DOE's Division of Early Childhood Education to implement the UPK Program in New York City districts with a need for more seats than the DOE is able to offer within public schools. The deadline for proposals was February 18, 2014.

DECE received a record number of proposals from service providers in all five boroughs. Over 10,000 full-day seats were awarded by the Panel for Educational Policy in May, with an additional 3,000 seats submitted to the June and July Panel meetings. However, there is a continuing need for additional full-day seats in some neighborhoods. To address this need in time for the start of the 2014-15 school year, a negotiated services procurement was used to secure these services. Vendors were invited to submit an application to provide prekindergarten services in time to begin services in September 2014.

All providers have been subject to rigorous review and a site visit. The education director at each site was interviewed as part of the site visit.

Written proposals were scored in three areas:

- Program plan (including pedagogy, curriculum, and family engagement)
- Organizational capacity
- Demonstrated effectiveness

Each of these areas was evaluated for a maximum score of 15 points and the site visit was worth 55 out of the total score of 100 points. Vendors were required to score an 80 to pass before proceeding to negotiate the rate per child with their respective DECE field office. The requirements for the written proposal and the corresponding scoring rubric mirrored the RFP but in a slightly truncated version, given the condensed timeframe. The site visit was scored exactly the same as for the sites that proposed through the RFP.

Riverdale YM-YWHA (Riverdale) submitted a proposal to RFP R1015 but was initially denied an award. Pursuant to the Department's Procurement Policy and Procedures for Protests (Section 2-06) Riverdale protested that determination. Said protest resulted in a recommendation that the non-award determination be overturned and the vendor be allowed to re-submit a proposal for re-evaluated under the RFP. However, subsequently, the DOE determined that the due to the remaining need for full-day seats in areas of high need, the vendor should submit a proposal for 18 full-day seats pursuant to the negotiated services solicitation. Areas of high need were determined by identifying neighborhoods within particular zip codes with 5% or fewer vacancies. Riverdale submitted a revised proposal which was subject to a rigorous review and a site visit conducted by a team of reviewers. The proposal was re-evaluated and scored in the 3 areas above and determined to have meet the requirements to provide high-quality UPK services.

Vendors and their principal owners and officers were subject to a comprehensive background check. A background check was completed for Riverdale and the vendor was determined to be responsible.

Vendor Name	Geographic Borough	Awarded No. of Full-Day Seats	Negotiated Cost per Child for Full-Day Seats	Start-Up Costs	Annual Contract Amount for Full-Day Seats
Riverdale YM-YWHA	X	18	$10,000	0	$180,000

Item: 11

Description:

Special education professional development services for District 75.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH WILSON LANGUAGE TRAINING TO PROVIDE PROFESSIONAL DEVELOPMENT SERVICES IN DISTRICT 75

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$97,600	Tax Levy	7/1/14 – 6/30/15	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Wilson Language Training Corporation 47 Old Webster Road Oxford, MA 01540

Service Requestor	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Roberto Tillman Director of Operations District 75	Gary Hecht Superintendent District 75	Joy Gentolia Director Instructional Service Procurement

PURPOSE

Authorization is requested to contract with Wilson Language Training Corporation to provide a system of support, including comprehensive professional development, implementation, and sustainability plans to develop in-district personnel and teachers within District 75 – Citywide Special Education.

DISCUSSION

In 2009, Wilson partnered with the Office of Special Education Initiatives to pilot the Response to Intervention (RTI) framework to improve student outcomes, reduce unnecessary referrals to special education, and improve data-based decision making to inform instruction. Toward this end, and to facilitate successful learning experiences for students, District 75 implemented the Wilson Reading System (WRS), an intensive intervention program for students in Grade 2 and above as part of the District Literacy Plan.

As part of this implementation, 120 teachers attended four 3-day reading system introductory workshops and 40 teachers received Level 1 certification in WRS. This highly-structured, research-based remedial program uses the Orton-Gillingham multisensory methodology to teach language skills to students who may require multisensory instruction.

By building the capacity of participating schools to sustain the program without contracting long-term with the vendor, WRS provides a cost-efficient intervention model. In addition, the professional development program includes free access to the Wilson Academy, which offers online resources and courses to support professional learning and collaboration among educators.

District 75 previously utilized Wilson's Multiple Task Award Contract (MTAC) for Special Education Professional Development. That contract expired in September 2013, following which District 75 obtained these services without a contract. These services were continued after the previous contract's expiration because discontinuing Wilson's services would have had significant negative implications for students with disabilities. District 75 is therefore seeking a negotiated service contract to process payment. Contracting with a new vendor for similar services would have necessitated the re-training of staff at a greater cost and the replacement of all support materials already available in schools. Going

forward, District 75 will use the new Special Education Professional Development MTAC, which is anticipated to be registered in February 2015.

Wilson's negotiated hourly rate for the workshop series is $360 per hour and $200 per hour for on-site coaching services per the maximum number of participants. These hourly rates are lower than Wilson's pricing under the Special Education Professional Development Services MTAC, whose awarded vendors charge hourly rates ranging from $214 to $388. Wilson's pricing has therefore been determined to be fair and reasonable.

A background check on Wilson, including the Vendor CIP Report, the Uniform Commercial Code, the Federal Tax Lien, VENDEX, and the System for Award Management, found no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

Item: 12

Description:

Demonstration project aimed at studying high-dosage tutoring, an innovative approach to academic intervention services.

REQUEST FOR AUTHORIZATION TO INITIATE A DEMONSTRATION PROJECT TO STUDY AN INNOVATIVE APPROACH TO ACADEMIC INTERVENTION SERVICES

Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$431,440	Tax Levy	Six Months	One 2-Year Extension Option	$2,000,000	Demonstration Project per Section 3-12 of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	SAGA Innovations, Inc. 10 Laudholm Road Newton, MA 02458

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Susan Vairo Senior Operating Officer Office of Safety & Youth Development	Robert Weiner Chief Operating Officer Office of Safety & Youth Development	Paul Simms Senior Director Central Office Procurement

PURPOSE

Authorization is requested to contract with SAGA Innovations, Inc. (SAGA) to initiate a demonstration project aimed at studying high-dosage tutoring, an innovative approach to academic intervention services. This demonstration project represents one of a series of anti-gun violence initiatives developed by the Mayor's Office of Criminal Justice (MOCJ) in cooperation with the NY City Council and will occur during the 2015 spring semester.

DISCUSSION

Studies have shown that greater attainment in education can help reduce youths' involvement with the criminal justice system after their tenure in school. One-on-two high-dosage math tutoring programs used in Chicago public schools provided the equivalent of nearly three years of math learning in a single school year and other districts have had similar success. This innovative tutoring model is designed to motivate students otherwise prone to violence to improve their academic performance and commitment to schoolwork. By helping at-risk youth perform better in school, this crucial youth development effort is expected to reduce the likelihood that they will engage in criminal activities, including gun violence.

The MOCJ has recommended SAGA as a DOE partner to implement a demonstration project because SAGA's core team is able to provide years of education and programmatic experience directly from Match Education, the organization that has for more than a decade successfully implemented similar tutoring regimes in Chicago, Houston, and Massachusetts. SAGA's experience in delivering high-dosage tutoring makes it uniquely qualified to replicate in New York the success that has been shown in other major cities.

Through this contract, SAGA will provide tutoring services for approximately 130 students located at four schools in District 19: the FDNY High School for Fire and Life Safety (K502), the High School for Civil Rights (K504), Performing Arts and Technology High School (K507), and World Academy for Total

Community Health High School (K510). SAGA will recruit and train 10 tutors, who will collectively provide 65 hours of math tutoring from February through June 2015. Successful tutors are required to have at least a bachelor's degree, prior tutoring, coaching, or teaching experience, and strong basic high school math skills.

Tutoring services will use a pull-out model, whereby students are tutored in a space separate from their regular classroom. SAGA's main goals are to raise student achievement, increase parent and student involvement; and raise students' confidence in their ability to succeed in math and in school. SAGA will also supplement classroom instruction and help DOE educators eliminate knowledge gaps. A key expectation for this project is a reduction in the student course failure rate in math (to be measured by comparing the failure rates of participating and non-participating students) and improved student performance on the internal baseline assessments.

This Request for Authorization describes the scope of work and budget relative to the initial stage of the demonstration project (January 1, 2015 – June 30, 2015). Since a period of more than one semester would be required for MOCJ to rigorously evaluate the demonstration project, the DOE may, subject to the effectiveness of the initial stage and available funding, extend the contract to continue this demonstration project for two additional years. MOCJ has indicated that, while funding for the additional years has not yet been allocated to the program, the estimated costs for the additional period would be $2,000,000, based on the anticipated scale of the project.

The proposed cost of $431,440 for the initial stage of the demonstration project represents a cost of $46.42 per hour per student for one-to-two tutoring. This hourly rate compares favorably with rates ranging from $32 to $80 per hour charged for individual tutoring by DOE vendors under Multiple Task Award Contracts. On this basis, pricing has therefore been determined to be fair and reasonable.

The Chancellor's Committee on Contracts approved this demonstration project.

This contract is retroactive because the DOE was informed of the need for this procurement after the December Committee on Contracts and Panel for Educational Policy meeting dates.

A comprehensive background check conducted on SAGA Innovations, Inc., including VCIP and VENDEX, revealed no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 13

Description:

Internet services to schools and administrative offices.

REQUEST FOR AUTHORIZATION
TO CONTRACT WITH LIGHTOWER FIBER NETWORKS II, LLC
TO PROVIDE INTERNET SERVICES

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$3,285,000 / $16,425,000	Tax Levy / E-rate	Five Years	Two 1-Year Extensions	$6,570,000	Best Value Request for Bids (RFB) per DOE Procurement Policy and Procedures §3-02(o)(1)(ii)	No	Requirements

Vendor Name & Address	Lightower Fiber Networks II, LLC 80 Central Street Boxbourgh, MA 01719

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Joe Iacoviello Director Division of Instructional and Information Technology (DIIT)	Hal Friedlander Chief Information Officer Division of Instructional and Information Technology (DIIT)	James J. McBride Chief Administrator Technology & Instructional Material Procurement

PURPOSE

Authorization is requested to contract with Lightower Fiber Networks II, LLC, to provide Internet services to schools and administrative offices.

DISCUSSION

DOE currently relies on Internet Service Providers (ISP) Sidera/RCN and TW Telecom to provide Internet access for all schools and administrative sites. The current ISP contracts expire on June 30, 2015 and a new contract must be in place by March 1, 2015 so that new contract expenditures will be eligible for reimbursements under the federal Schools and Libraries Universal Service Support Program, more commonly known as the E-rate Program.

The E-rate Program is administered by the Universal Service Administrative Company (USAC), subject to the oversight of the Federal Communications Commission (FCC). E-rate reimbursements for this service are expected to cover about 80 percent of the total cost. Services under the new contract will start July 1, 2015 in order to ensure continuity of Internet services for the entire DOE.

The Division of Contracts and Purchasing (DCP) collaborated with the Division of Instructional and Information Technology (DIIT) and the Office of Federal and State Regulatory Compliance in writing the solicitation and bid blank price form to ensure the documents cover DOE's ISP needs and are E-rate compliant. A Best Value RFB was released to vendors on the DOE's bidders list, advertised in the City Record, and posted on the DOE website. Bidders were required to submit pricing for a range of bandwidth, multiple Gbps (Gigabits per second) to each of DOE's Network Node locations, as instructed on the bid blank price form.

The RFB was released on October 17, 2014 and FCC Form 470 was posted to USAC's website on the same date. Both the RFB and the Form 470 were thus publicly available for the same 28-day period before bids were due on November 19, 2014, as required by E-rate Program rules. Six bids were received, of which four were determined to be non-responsive for the reasons listed below and were not evaluated further:

- Sprint did not provide pricing for all items listed on the bid blank price form as required in the solicitation.
- Verizon also did not provide pricing for all items listed on the bid blank price form and did not provide responses to establish that they met all of the minimum qualifications in the solicitation.
- Time Warner Cable took multiple exceptions to the terms and conditions in the solicitation.
- AT&T also took multiple exceptions to the terms and conditions in the solicitation.

Sprint, Verizon, Time Warner Cable, and AT&T were notified of this determination and Time Warner Cable protested, but the assigned protest officer recommended that the determination to reject TWC's bid should be upheld.

An evaluation committee, consisting of a Director from DIIT and a Director from DCP, evaluated the remaining bids from Lightower and Level 3 Communications, using the following criteria:

CRITERIA	WEIGHT
Price of E-rate Eligible Products and/or Services	55
Network Design Requirement	30
All Other Requirements	15
Total	**100%**

Both recommended award to Lightower because they offered the lowest pricing and satisfactorily demonstrated their ability to meet the solicitation's requirements. Lightower's monthly pricing of $29,250 for 5 Gbps bandwidth is also approximately 80 percent less than the current contracted monthly pricing of $148,200. As such, their pricing has been determined to be fair and reasonable.

BIDDER	AMOUNT BID
Lightower Fiber Networks	**$16,425,000**
Sprint (non-responsive)	$17,979,029
Verizon (non-responsive)	$21,643,470
Time Warner Cable (non-responsive)	$25,860,600
Level 3 Communications	$28,181,628
AT&T (non-responsive)	$53,980,260
Lightpath	No Bid

A background check for Lightower Fiber Networks using the City's VENDEX, Vendor CIP Report, and EPLS – Fed Debar List identified the following noteworthy findings for Sidera Networks, LLC (dba Lightower, formerly RCN).

- VENDEX previously reported a 2011 investigation into affiliate Connecticut DataNet for commencing construction in a public right-of-way without obtaining the required approval from the local authority. This matter was resolved by DataNet paying a $10,000 fine.

- VENDEX also previously reported an ongoing investigation by the Federal Communications Commission (FCC) of affiliate Open Access Acquisition, LLC (OA). After Lightower acquired OA, it determined that prior to the acquisition, OA had never filed or paid Universal Service Fund (USF) Contributions required by federal law. Lightower self-disclosed this matter to the FCC, has filed all retroactive USF filings, and has paid all applicable fees as well as making a voluntary payment to U.S. Treasury. Moreover, OA has created a three year compliance plan to make sure it makes timely payments and filings in the future.

The DOE does not believe these matters preclude a determination that the vendor is responsible.

Item: 14

Description:

Electrical materials, equipment and services for energy efficiency projects.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH CHARAN ELECTRICAL ENTERPRISES FOR ELECTRICAL ENERGY EFFICIENCY PROJECTS JOB ORDER CONTRACT (JOC)

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$2,608,250 / $13,041,250	Tax Levy	Five Years	One 270-Day Extension	$1,956,188	Request for Bids (RFB)	No	Requirements

Vendor Name & Address	Charan Electrical Enterprises 27-14 39th Avenue Long Island City, NY 11101

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Volkert Braren Director, Program Management Division of School Facilities	Marissa Procope Director

PURPOSE

Authorization is requested to contract with Charan Electrical Enterprises for labor, material, and supervision necessary for electrical energy efficiency projects in schools and administrative buildings.

DISCUSSION

This Request for Bids (RFB) was advertised for seven days in the City Record and on the DCP web site. The RFB consisted of two aggregate classes: Aggregate Class 1 – The Bronx/Manhattan and Aggregate Class 2 – Brooklyn/Queens/Staten Island. Seven bids were received for each class.

This job order contract consists of a pre-set unit price for each task listed in a Construction Task Catalog (CTC). Technical specifications for all tasks were included in the bid. Bidders were required to submit four multipliers (adjustment factors), used to calculate prices for work done during normal hours and for work done after hours by A-Rate and M-Rate Electricians. The bid provided estimates for the percentage of work to be done during the two periods and at the appropriate rate. Estimated quantities are based on prior usage.

Charan, the low bidder, met the bid requirements and is recommended for award of these classes. A qualification meeting was held and it was determined that Charan had the organizational capacity to service these areas. Charan has held previous contracts with the DOE, under which it has provided satisfactory service. DSF is confident they will continue to provide satisfactory service.

A background check on Charan Electrical Enterprises (Charan) revealed a VENDEX caution regarding a non-responsibility finding by the New York State Office of General Services (OGS). However, documents in connection with this matter show that Charan was determined to be *non-responsive*, not *non-responsible*, as the company had failed to provide evidence it had given the necessary consideration to certain specifications in its bid. Charan also disclosed in VENDEX that OGS rated its work as "poor" in 2008. However, the vendor completed its work under that contract and other government agencies, including the Dormitory Authority of the State of New York (DASNY), the New York City Health and Hospitals Corporation (HHC), and the New York City Housing Authority (NYCHA), have used Charan since 2008. Moreover, the DOE has found Charan's work under previous contracts to be satisfactory, so the DOE does not believe these matters should preclude a determination that the vendor is responsible.

The estimated contract amounts are based on previous usage. Adjustment factors on this competitively awarded contract are approximately 30 percent lower than those under the previous contract. Charan's prices have, therefore, been determined to be fair and reasonable.

JOB ORDER CONTRACT FOR ELECTRICAL ENERGY EFFICIENCY PROJECTS – B2527

AGGREGATE CLASS 1 – THE BRONX / MANHATTAN

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Charan Electrical Enterprises	**$1,354,500**	**$6,772,500**
Gemini Electric Co Inc.	$1,476,000	
Jemco Electrical Contractors	$1,630,620	
Midland Electrical Contracting	$1,638,000	
Laser Electrical Contracting	$2,067,300	
Prince Electric Corp.	$2,070,000	
Everest Electric Corp.	$2,167,200	

AGGREGATE CLASS 2 – BROOKLYN / QUEENS / STATEN ISLAND

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Charan Electrical Enterprises	**$1,253,750**	**$6,268,750**
Gemini Electric Co Inc.	$1,449,250	
Jemco Electrical Contractors	$1,540,030	
Midland Electrical Contracting	$1,547,000	
Laser Electrical Contracting	$1,966,900	
Everest Electric Corp.	$2,039,745	
Prince Electric Corp.	$2,125,000	

Item: 15

Description:

HVAC materials, equipment, repairs and services for energy efficiency projects.

REQUEST FOR AUTHORIZATION
FOR HVAC ENERGY EFFICIENCY PROJECTS JOB ORDER CONTRACT (JOC)

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$4,334,584 / $21,672,920	Tax Levy	Five Years	One 270-Day Extension	$2,047,313	Request for Bids (RFB)	No	Requirements

Vendor Name & Address	Annual Amount	Total Contract Amount
Geomatrix Services Inc. 210 East High Street Bound Brook, NJ 08805	$3,413,084	$17,065,420
Volmar Construction Inc. 4400 2nd Avenue Brooklyn, NY 11232	$921,500	$4,607,500

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Volkert Braren Director, Program Management Division of School Facilities	Marissa Procope Director

PURPOSE

Authorization is requested to contract with Geomatrix Services Inc. and Volmar Construction Inc. for labor, material, and supervision necessary for replacing and repairing heating, ventilating, and air conditioning equipment to improve energy efficiency in schools and administrative buildings.

DISCUSSION

These contracts cover equipment replacement and repair projects that will improve the energy efficiency of heating, ventilating and air conditioning systems in schools and administrative buildings. The RFB consisted of three aggregate classes: Aggregate Class 1 – The Bronx/Manhattan, Aggregate Class 2 – Brooklyn//Staten Island, and Aggregate Class 3 – Queens. Eight bids were received for each class.

Unit pricing for this job order contract (JOC) is pre-set in the Construction Task Catalog (CTC). Technical specifications for all tasks were included in the bid. Bidders were required to submit four multipliers (adjustment factors), used to calculate prices for work done during normal hours and for work done after hours by Technicians. The bid provided estimates for the percentage of work to be done during the two periods and at the appropriate rate. Estimated quantities are based on prior usage.

Geomatrix, a minority-owned business enterprise (MBE) and the low bidder for all three classes, met the bid requirements and is recommended for award of Aggregate Classes 1 and 2 after a qualification meeting was held and it was determined that Geomatrix had the organizational capacity to service only these areas. Specifically, they lacked the number of contract managers necessary to service all three aggregate classes. A review of financial statements did not reveal any risk associated with doing business with Geomatrix. Geomatrix has held previous contracts with DSF and has provided satisfactory service. DSF is confident they will continue to provide satisfactory service.

Volmar, the second low bidder for all three classes, is recommended for award on Aggregate Class 3. A qualification meeting was held with them and it was determined that they have the organizational

capacity to service this class. A review of financial statements did not reveal any risk associated with doing business with Volmar. Volmar has held previous contracts with DSF and has provided satisfactory service. Awards of aggregate classes were assigned to achieve the best possible cost savings to the DOE.

The estimated contract amounts are based on previous usage. Pricing on these competitively awarded contracts are approximately 10 percent lower than under the previous contract. These prices have, therefore, been determined to be fair and reasonable.

A background check on Geomatrix revealed no significant adverse information. Noteworthy information was identified for Volmar Construction. VENDEX reports 7 cautions, which have been addressed as follows:

- Caution 1 cites multiple ECB violations ECB violations, for which the DOE received details showing 30 violations since 2009. 3 have been dismissed and 27 have been paid for a total of $26,590.
- Caution 2 reports two OSHA violations, one from 2009 and one from 2011 , both of which have been resolved. One resulted in an informal settlement with the vendor paying $1,500 and the other resulted in a $750 penalty.
- Caution 3 reports a racial discrimination complaint against the vendor which has been discontinued.
- Caution 4 reports a NYC Comptroller investigation into violation of prevailing and supplemental wages that resulted in a stipulation of settlement and the payment of $15,437 by Volmar.
- Caution 5 reveals that the Special Commissioner of Investigation for the New York City School District requested information from Volmar regarding work performed by one of its subcontractors. Volmar was not the subject of the investigation and no wrongdoing was reported regarding Volmar.
- Caution 6 indicates multiple violations issued by NYS and US Departments of Labor (DOL). These include:
    - A 2008 matter in which US DOL determined that a subcontractor to Volmar failed to pay its employees fringe benefits. The matter was settled when the subcontractor settled with the US DOL and Volmar remitted $59,689 to the US DOL.
    - In 2006, a subcontractor underpaid five employees a total of $13,762, which Volmar settled by paying to the US DOL on behalf of its subcontractor.
    - In 2009, Volmar paid $5,557 to NYS DOL in connection with incorrectly classifying an employee as "exempt" from overtime pay.
    - In 2009, as part of a stipulation with the NYS DOL, a subcontractor to Volmar agreed to pay $73,558 in connection with the underpayment of wages. No amount was assessed against Volmar.
    - A matter before the US Department of Labor involving unpaid wages. Volmar disputed the classification of certain employees in a higher paying job classification. In December 2014, Volmar executed a consent order in connection with this matter with a total of $45,000 to be paid as back wages by Volmar.
    - A 2013 matter before the NYS DOL involving the underpayment of prevailing wages by a subcontractor. In settling this matter, Volmar agreed to pay a total of $180,476, which includes penalties and interest.
    - In 2014, Volmar, as a subcontractor, agreed to a consent order whereby the Department of the Army released $87,547 due to the prime contractor to be distributed as back wages to three employees.
- Caution 7 reports multiple instances of administrative charges brought by the NYC Comptroller. These include:
    - In 2014, Volmar executed a settlement agreeing to pay $80,006 for failure to pay prevailing wages by its subcontractor. Though the comptroller determined the violation was willful on the part of the subcontractor, no such determination was made in connection with Volmar.

- In 2013, Volmar settled a matter with the comptroller involving a subcontractor who willfully falsified payroll records and failed to pay prevailing wages. A willful determination was not made against Volmar in connection with this matter and Volmar agreed to pay $102,500 to resolve it.
- In 2011, Volmar executed a stipulation in connection with a NYC Comptroller investigation into violation of prevailing and supplemental wages that resulted in payment of $10,000 by Volmar.

In light of the size of Volmar, which generated more than $44 million in revenue in the first 11 months of 2014, the DOE does not believe these matters preclude a determination that the vendor is responsible.

AGGREGATE CLASS 1 – THE BRONX / MANHATTAN

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Geomatrix Services Inc.	**$1,886,178**	**$9,430,890**
Volmar Construction Inc.	$1,931,213	
Gridspan Corporation	$2,290,050	
Pen Enterprises Inc.	$2,541,000	
ETNA Prestige Technology	$2,637,159	
Biltmore General Contractors	$2,688,000	
AWL Industries Inc.	$2,694,405	
USC Environmental Inc.	$3,412,500	

AGGREGATE CLASS 2 – BROOKLYN/STATEN ISLAND

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Geomatrix Services Inc.	**$1,526,906**	**$7,634,530**
Volmar Construction Inc.	$1,566,550	
Gridspan Corporation	$1,752,700	
Pen Enterprises Inc.	$2,057,000	
Biltmore General Contractors	$2,125,000	
ETNA Prestige Technology	$2,134,843	
AWL Industries Inc.	$2,181,185	
USC Environmental Inc.	$2,749,750	

AGGREGATE CLASS 3 – QUEENS

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Geomatrix Services Inc.	$898,180	
Volmar Construction Inc.	**$921,500**	**$4,607,500**
Gridspan Corporation	$1,107,000	
Pen Enterprises Inc.	$1,210,000	
ETNA Prestige Technology	$1,235,790	
Biltmore General Contractors	$1,280,000	
AWL Industries Inc.	$1,283,050	
USC Environmental Inc.	$1,617,500	

Item: 16

Description:

Labor, material and supervision necessary for asbestos abatement.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MULTIPLE VENDORS TO PROVIDE ASBESTOS ABATEMENT

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$3,211,754 / $16,058,770 (Plus Annual CPI Adjustments)	Tax Levy	Five Years	One 270-Day Extension	$2,375,818	Request for Bids (RFB)	No	Requirement

Contract Manager	Lead Contract Officer	Division of Contracts & Purchasing
Bernard Orlan Director, Environmental Health and Safety Division of School Facilities	Volkert Braren Director Program Management Division of School Facilities	Mai Mikhaeil Procurement Analyst

Vendor Name	Address	Annual Amount	Total Amount
Abtron Associates Corp.	670 Pine Aire Drive Bay Shore, NY 11706	$1,686,492	$8,432,460
Linear Environmental Corp.	10-25 44th Ave Long Island, NY 11101	$1,223,493	$6,117,465
New Style Contractors Inc.	4817 Laurel Hill Blvd Woodside, NY 11377	$301,769	$1,508,845

PURPOSE

Authorization is requested to contract with the above-named vendors to provide labor, material, and supervision necessary for asbestos abatement. The work includes removal of asbestos-containing material (ACM) and replacement with non-ACM insulation for pipes, pipe fittings, boilers, and duct work insulation.

DISCUSSION

A Request for Bids (RFB) was advertised in the City Record and on the DCP web site. The RFB included six aggregate classes as follows: Aggregate Class 1 – the Bronx, Aggregate Class 2 – Queens, Aggregate Class 3 – Manhattan, Aggregate Class 4 – North Brooklyn, Aggregate Class 5 – South Brooklyn, and Aggregate Class 6 – Staten Island. Seven bids were received for each aggregate class. A table of bids appears on the following pages.

Abtron Associates Corp., the low bidder for each aggregate class, satisfied all requirements, but will only be awarded classes 2, 4, and 5 because DSF honored Abtron's request to limit the number of classes it was awarded because Abtron's current workload with other agencies limited its capacity to service a contract of this size. Classes were assigned to afford the best cost savings to the DOE. Abtron exercised the option in the bid to offer a Voluntary Price Reduction (VPR) if multiple classes were awarded. As a result of the VPR, Abtron prices were reduced by three percent.

Linear Environmental Corp., the second low bidder for Aggregate Classes 1 and 3, and New Style Contractors Inc., the second low bidder for Aggregate Class 6, met all requirements of the bid and are recommended for award of those classes.

After the Division of School Facilities (DSF) conducted site visits and held qualification meetings with Abtron, Linear, and New Style, they determined that each vendor has the organizational capacity to service the assigned aggregate classes. A review of financial statements did not reveal any risk associated with doing business with Abtron, Linear, or New Style. A background check found no significant adverse information. As such, Abtron, Linear, and New Style have been determined to be responsible.

Estimated quantities are based on prior usage. Abtron and New Style's average unit pricing is approximately 37 percent and 17 percent lower, respectively, than pricing under the current contract. Linear's average unit pricing is consistent with the pricing under the current contract. In light of the competitive nature of this procurement, these prices have been determined to be fair and reasonable.

B2506 – REQUIREMENTS CONTRACT FOR ASBESTOS ABATEMENT

AGGREGATE CLASS 1 – BRONX

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Abtron Associates Corp.	$ 571,593	
Linear Environmental Corp.	**$ 593,913**	**$2,969,565**
D & S Restoration, Inc.	$ 652,749	
New Style Contractors Inc.	$ 656,763	
DIA General Construction, Inc.	$ 715,370	
New York Environmental Systems, Inc. (NYES, Inc.)	$ 719,431	
Air Tech Lab, Inc.	$ 895,419	

AGGREGATE CLASS 2 – QUEENS

Contractor Name	Annual Contract Value	Abtron Annual Price with 3% Discount	Total Contract Value / 5 Years
Abtron Associates Corp.	**$ 436,977**	**$423,888**	**$2,119,440**
Linear Environmental Corp.	$ 479,022		
D & S Restoration, Inc.	$ 523,215		
New Style Contractors Inc.	$ 527,020		
DIA General Construction, Inc.	$ 574,286		
New York Environmental Systems, Inc. (NYES, Inc.)	$ 576,909		
Air Tech Lab, Inc.	$ 718,729		

AGGREGATE CLASS 3 – MANHATTAN

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Abtron Associates Corp.	$ 610,340	
Linear Environmental Corp.	**$ 629,580**	**$3,147,900**
D & S Restoration, Inc.	$ 697,115	
New Style Contractors Inc.	$ 701,703	
DIA General Construction, Inc.	$ 764,320	
New York Environmental Systems, Inc. (NYES, Inc.)	$ 768,184	
Air Tech Lab, Inc.	$ 938,639	

AGGREGATE CLASS 4 – NORTH BROOKLYN

Contractor Name	Annual Contract Value	Abtron Annual Price with 3% Discount	Total Contract Value / 5 Years
Abtron Associates Corp.	**$ 798,288**	**$774,376**	**$3,871,880**
Linear Environmental Corp.	$ 870,795		
D & S Restoration, Inc.	$ 957,714		
New Style Contractors Inc.	$ 963,369		
New York Environmental Systems, Inc. (NYES, Inc.)	$ 999,966		
DIA General Construction, Inc.	$1,049,488		
Air Tech Lab, Inc.	$1,254,154		

AGGREGATE CLASS 5 – SOUTH BROOKLYN

Contractor Name	Annual Contract Value	Abtron Annual Price with 3% Discount	Total Contract Value / 5 Years
Abtron Associates Corp.	**$ 503,302**	**$488,228**	**$2,441,140**
Linear Environmental Corp.	$ 546,548		
New Style Contractors Inc.	$ 603,538		
D & S Restoration, Inc.	$ 605,163		
DIA General Construction, Inc.	$ 663,121		
New York Environmental Systems, Inc. (NYES, Inc.)	$ 665,223		
Air Tech Lab, Inc.	$ 790,131		

AGGREGATE CLASS 6 – STATEN ISLAND

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Abtron Associates Corp.	$ 289,403	
New Style Contractors Inc.	**$ 301,769**	**$1,508,845**
D & S Restoration, Inc.	$ 302,581	
DIA General Construction, Inc.	$ 331,561	
New York Environmental Systems, Inc. (NYES, Inc.)	$ 332,611	
Linear Environmental Corp.	$ 333,787	
Air Tech Lab, Inc.	$ 413,559	

Item: 17

Description:

Asbestos bulk and air sampling, analysis and project monitoring in schools and administrative buildings.

REQUEST FOR AUTHORIZATION
FOR ASBESTOS BULK & AIR SAMPLING, ANALYSIS & PROJECT MONITORING – B2531

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$2,241,280 / $11,206,400	Tax Levy	Five Years	270-Day Extension	$1,680,962	Request for Bids (RFB)	No	Requirements

Vendor	Address	Annual Amount	Total Contract Amount
KAM Consultants Corp.	35-40 36th Street Long Island City, NY 11106	$1,764,960	$8,824,800
ATC Group Services Inc. dba Cardno ATC	104 East 25th Street New York, NY 10010	$476,320	$2,381,600

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Bernard Orlan Director, Environmental Health and Safety Division of School Facilities	Marissa Procope Director

PURPOSE

Authorization is requested to contract with KAM Consultants Corp. and ATC Group Services Inc. (dba Cardno ATC) for asbestos bulk and air sampling, analysis, and project monitoring in schools and administrative buildings. The work includes labor, material, and supervision necessary to inspect and monitor asbestos, and report on and describe asbestos-containing materials (ACM) and suspected ACMs. The awarded vendor will also analyze thermal and miscellaneous ACMs and collect building materials and air samples. In addition, the vendor will analyze and prepare reports and applicable forms for approval by the New York City Department of Environmental Protection.

DISCUSSION

A Request for Bids (RFB) was advertised in the City Record and on the DCP web site. The RFB consisted of six aggregate classes: Aggregate Class 1 - The Bronx, Aggregate Class 2 - Queens, Aggregate Class 3 - Manhattan, Aggregate Class 4 – North Brooklyn, Aggregate Class 5 – South Brooklyn, and Aggregate Class 6 – Staten Island. At least ten bids were received for each class.

The DOE reserved the right to limit the number of aggregate classes awarded to a vendor based on their ability to demonstrate the requisite financial and organization capacity to service multiple classes.

The low bidders in each class satisfied the RFB's specification requirements. KAM, the low bidder for Aggregate Classes 1, 2, 3, and 4, is recommended for award in those classes. Cardno ATC, the low bidder in Aggregate Classes 5 and 6, is recommended for award in these classes. Qualification meetings revealed that KAM and ATC have the capacity to service their respective awarded classes. Both bidders have had prior contracts with the DOE and have provided satisfactory service. DSF is confident that each will continue to provide satisfactory service.

A review of both vendors' financial statements did not reveal any risk associated with doing business with these companies. A background check found no significant adverse information for KAM, but VENDEX contains a caution indicating multiple violations issued by New York City Department of Environmental Protection and the New York State Department of Labor for ATC. All violations have been closed, dismissed, or settled via stipulation. As all violations have been addressed, the DOE

does not believe they preclude a determination that the vendor is responsible. As such, KAM and ATC have been determined to be responsible.

A comparison of the current adjusted item prices with the new item prices using the new estimated quantities of this RFB, which have nearly doubled, shows that the DOE will save approximately 50 percent in costs relative to the current contract. In addition, KAM's price is approximately six percent lower than the next low bidder for Aggregate Classes 1-4 and ATC's price is approximately 16 percent lower than the next low bidder for Aggregate Classes 5 and 6. Based on the receipt of several bids and the competitive nature of this procurement, these prices have been determined to be fair and reasonable.

ASBESTOS BULK AND AIR SAMPLING, ANALYSIS AND PROJECT MONITORING – B2531

Aggregate Class 1 – The Bronx

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
KAM Consultants Corp.	**$431,580**	**$2,157,900**
Cardno ATC	$467,955	
Airtek Environmental Corp.	$524,850	
Precision Environmental Inc.	$581,125	
EnTech/Laboratory Testing Services	$583,805	
Warren & Panzer Engineers	$596,465	
Creative Environment Solutions	$599,905	
Omega Environmental Services	$672,645	
Safety Environmental Co.	$680,725	
TRC Environmental Inc.	$781,625	
New York Environmental	$797,200	

Aggregate Class 2 – Queens

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
KAM Consultants Corp.	**$444,740**	**$2,223,700**
Cardno ATC	$467,955	
Airtek Environmental Corp.	$540,840	
Precision Environmental Inc.	$598,580	
EnTech/Laboratory Testing Services	$601,435	
Creative Environment Solutions	$618,081	
Warren & Panzer Engineers	$624,450	
Safety Environmental Co.	$625,070	
Omega Environmental Services	$692,990	
TRC Environmental Inc.	$805,350	
New York Environmental	$821,460	

Aggregate Class 3 – Manhattan

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
KAM Consultants Corp.	**$411,850**	**$2,059,250**
Cardno ATC	$433,400	
Airtek Environmental Corp	$501,000	
Precision Environmental Inc.	$554,000	
EnTech/Laboratory Testing Services	$556,900	
Warren & Panzer Engineers	$560,000	
Safety Environmental Co.	$564,500	
Creative Environment Solutions	$572,310	
Omega Environmental Services	$578,400	
TRC Environmental Inc.	$745,500	
New York Environmental	$760,500	

Aggregate Class 4 – North Brooklyn

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
KAM Consultants Corp.	**$476,790**	**$2,383,950**
Cardno ATC	$502,250	
Airtek Environmental Corp.	$579,450	
Safety Environmental Co.	$640,250	
Precision Environmental Inc.	$641,100	
EnTech/Laboratory Testing Services	$644,550	
Creative Environment Solutions	$661,843	
Alpha Labs LLC	$678,850	
Warren & Panzer Engineers	$698,450	
Omega Environmental Services	$741,445	
TRC Environmental Inc.	$861,650	
New York Environmental	$879,400	

Aggregate Class 5 – South Brooklyn

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Cardno ATC	**$333,030**	**$1,665,150**
Airtek Environmental Corp.	$384,598	
Precision Environmental Inc.	$425,970	
EnTech/Laboratory Testing Services	$427,548	
Safety Environmental Co.	$432,450	
Creative Environment Solutions	$439,012	
Warren & Panzer Engineers	$483,665	
Omega Environmental Services	$491,913	
TRC Environmental Inc.	$571,625	
New York Environmental	$583,295	

Aggregate Class 6 – Staten Island

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Cardno ATC	**$143,290**	**$716,450**
Airtek Environmental Corp.	$165,603	
Precision Environmental Inc.	$182,640	
EnTech/Laboratory Testing Services	$184,215	
Safety Environmental Co.	$185,930	
Creative Environment Solutions	$189,105	
Warren & Panzer Engineers	$214,168	
Omega Environmental Services	$217,203	
TRC Environmental Inc.	$246,215	
New York Environmental	$251,345	

Item: 18

Description:

Voice telephone services and data network connectivity to schools and administrative buildings.

REQUEST FOR AUTHORIZATION TO CONTRACTS WITH TELESECTOR RESOURCES GROUP, INC. (DIVISION OF VERIZON) & AT&T TO PROVIDE VOICE AND DATA SERVICES

Estimated Annual/Total Contract Amount	Funding Source	Contract Term	Options	Options Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$40M Verizon /$4M AT&T	Tax Levy & E-rate	One Year (~ January 1, 2015 – December 31, 2015)	None	None	DoITT Citywide MSA Contract (Section 3-11 - Purchases Through Governmental Contracts)	No	Requirements

Vendor Name & Address	Telesector Resources Group, Inc. (Division of Verizon) & AT&T

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Mark Spencer / Joe Iacoviello Directors Division of Instructional and Information Technology (DIIT)	Hal Friedlander Chief Information Officer Division of Instructional and Information Technology (DIIT)	James J. McBride Chief Administrator Technology & Instructional Material Procurement

PURPOSE

Authorization is requested to ride New York City Department of Department of Information Technology and Telecommunication (DoITT) contracts with Telesector Resources Group, Inc. Division of Verizon ("Verizon") and AT&T to provide voice telephone services as well as data network connectivity to DOE schools and central sites.

DISCUSSION

In collaboration with the Departments Division of Information and Instructional Technology (DIIT) and the Office of Federal and State Regulatory Compliance, DCP solicited bids for telecommunication services to cover DOE needs with E-Rate compliant contracts on October 30, 2014. Seven bids were received, however all were found to be non-responsive.

Since 2006, DOE has relied on Verizon and AT&T to provide Telecommunication services to all schools and administrative sites. Current DoITT Master Service Agreements (MSA) with Verizon and AT&T would have expired on December 30, 2014, but both will be amended to cover services through December 30, 2015. Those amendments are currently pending Comptroller registration review.

Both of the DoITT contracts were awarded pursuant to an RFP. The Verizon contract provides average discounts of 52% off retail for voice and 15% off retail for data services. These discounts were negotiated with the assumption that the DOE would also use the contract, and Verizon is the current provider to most of DOE's more than 1600 schools. The proposed ride by DOE would take advantage of these cost discounts. AT&T currently provides data services to approximately 224 schools. The

annual cost for Verizon service for those schools would be approximately $297,450 versus AT&T's cost of $298,069, however, we estimate the cost to switch each school at approximately $5,995, so AT&T is the lower total cost provider. In both instances, Verizon and AT&T are the most cost effective solution for the respective requirements.

The discounts were determined to be fair and reasonable by the DoITT. As such, DOE also determined the pricing as fair and reasonable. The estimated contract amount is based on DOE's historical use of these services.

Certain services to be acquired under this contract may be eligible for reimbursement/cost coverage under the federal e-Rate Program at a rate of approximately 75% of the total cost. The amount listed above includes the total cost, without the federal contributions considered.

As a part of its award process, DoITT found Verizon and AT&T responsible to perform the services. A DOE background check using the City's VENDEX, DOE's Vendor CIP Report, and federal debarment identified the following noteworthy findings for Telesector Resources Group (Division of Verizon):

- VENDEX contains a caution regarding an investigation by the Special Commissioner of Investigation for the New York City School District (SCI). SCI determined that Willard "Ross" Lanham, a DOE consultant, used Telesector and other companies to conceal the fact that work on a project he managed was being performed by consultants employed by his company.

- In 2014, Telesector's ultimate parent, Verizon, agreed to pay $7.4 million to settle an FCC investigation into allegations the company used customers' personal information to tailor marketing campaigns without providing required opt-out notices.

- In 2013, news reports indicated that Verizon settled a class action lawsuit regarding unauthorized charges that were made to all the class members. As part of the settlement, Verizon Wireless agreed to make a $25 million payment to the US Treasury.

- In 2001, Telesector agreed to pay $2.75 million, which included a $100,000 penalty, following an environmental pollution case brought by the NYS Attorney General's office.

- News reports identified numerous articles connected with ultimate parent Verizon Wireless in connection with the release of documents to the National Security Agency (NSA), consumer billing issues, Hurricane Sandy, and Edward Snowden. None of these matters relate to Telesector or the services to be provided under this contract.

In light of the size of parent Verizon, which generated $120 billion in revenue in 2013, and the adequate resolution of all issues attributable to the prime vendor, the DOE does not believe these matters preclude a determination that Telesector is responsible.

VENDEX contains a caution regarding AT&T involving multiple FCC investigations between 2007 and 2011. According to AT&T these investigations include:

- In 2007, the FCC issued a letter of inquiry (LOI) regarding AT&T's procedures for identifying reportable outages and for submitting reports. In 2011, the investigation ended with a consent decree which included a 2-year compliance plan and a $1.8m voluntary contribution to the U.S. Treasury.

- In 2008, the FCC alleged that AT&T had failed to file timely responses to 24 informal complaints. Subsequently, the FCC issued a Letter of Inquiry investigating whether AT&T responded timely to additional informal complaints. A consent decree and 2-year compliance

plan was negotiated and released in December 2008. As part of that plan, AT&T made a voluntary contribution of $6k to the U.S. Treasury.

- In 2008, the FCC initiated an investigation of potential violations of the E-911 requirements for IP-relay services. According to AT&T, this matter was closed without enforcement action.

- In 2010, the FCC sent a Letter of Inquiry to AT&T regarding a reported failure in AT&T's Customer Proprietary Network Information (CPNI) opt-out mechanism when a security cleanup of the system inadvertently resulted in customer requests not being sent to the opt-out data base. A 2-year consent decree and compliance plan were entered into resulting in a $200,000 payment to the U.S. Treasury.

- In 2011, the FCC opened an investigation regarding AT&T's practices and procedures around Internet Protocol apps provided to end-users for the purpose of completing relay calls between persons who are hearing and those who are deaf or hard-of-hearing. AT&T responded and no further action has been taken as this investigation remains ongoing.

A review of the vendor's SEC filings revealed the following information:

- AT&T Mobility entered into a settlement with the U.S. Environmental Protection Agency (EPA) regarding allegations the company failed to comply with air emission permit requirements. As part of the settlement, AT&T is paying a $750 thousand penalty and spending $625 thousand on environmental projects. AT&T will also audit compliance at over 1,300 facilities and pay any penalties for violations discovered.

- In 2012, the California Attorney General's Office along with other attorneys alleged AT&T violated California's hazardous waste statutes in connection with the disposal of batteries, aerosol cans, and electronic waste. AT&T is reviewing, cooperating with investigators, and implementing remedial measures as necessary.

- In 2011, Harris County, Texas filed a lawsuit alleging AT&T was liable for leakage at eleven petroleum storage tank locations. All eleven sites involved have been remediated (with de minimis actual impact) as necessary and the Texas Commission on Environmental Quality has issued No Further Action letters closing the sites. Notwithstanding, Harris County declined to dismiss its claims and the lawsuit remains pending.

In light of the size and nature of AT&T, which generated $128 billion in 2013, the DOE does not believe these matters preclude a determination that the vendor is responsible.

Item: 19

Description:

Printing of promotional and incentive items for schools.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH EVERGREEN PROMOTIONS FOR THE PURCHASE OF PROMOTIONAL AND INCENTIVE ITEMS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$450,000 / $1,350,000	Tax Levy / Vocational and Technical Education Improvement Act (VTEA)	Three Years	None	NYC Department of Citywide Administrative Services per Section 3-11 of DOE Procurement Policy & Procedures	No	Requirements

Vendor's Name & Address	Evergreen Corporate Gifts & Promotions, Inc. 121 West 27th Street, Ste. 802 New York, NY 10001

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Andrea Black Director School Based Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Nick Labetti Procurement Analyst School Based Procurement

PURPOSE

Authorization is requested to contract with Evergreen Promotions through a New York City Department of Citywide Administrative Services (DCAS) contract for the purchase of printed promotional and incentive items. These products can be used by schools and administrative offices throughout the DOE.

DISCUSSION

The DOE will use this contract to custom print items used by schools and offices to promote school spirit and morale, rally support for special events, fundraising, and for various school programs such as the Public Schools Athletic League (PSAL). The items most commonly purchased include t-shirts, caps, key chains, posters, bumper stickers, pens, mugs, and mouse pads, often with a school/program logo, name, and/or message.

The DCAS Request for Bids (RFB) required vendors to supply a discount off their company's catalog and price list. Four bidders responded and the contract was awarded to the Evergreen Promotions, the lowest responsive/responsible bidder. Evergreen offers a range of discounts from their company's catalog and price list of 26 to 29.5 percent, depending on the product. Based on the competitive nature of the procurement, these prices have been determined to be fair and reasonable.

Evergreen's performance on past DCAS contracts has been satisfactory. They have therefore been determined to be a responsible vendor with respect to this contract.

Item: 20

Description:

Dropout Prevention and intervention services for students in PS 96 in Manhattan.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH JUST-US, INC. TO PROVIDE DROPOUT PREVENTION AND INTERVENTION SERVICES

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$30,000	City Council	One Year (7/1/14 – 6/30/15)	None	City Council Allocation, Per Section 1-03(c) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Just-Us, Inc. 7 East 116th Street New York, NY 10029

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Zach Ott Senior Operations Analyst Office of Safety & Youth Development	Robert Weiner Chief Operating Officer Office of Safety and Youth Development	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Just-Us, Inc. to provide dropout prevention and intervention services at PS 96 in Community School District 4 in Manhattan.

DISCUSSION

Just-Us provides attendance outreach and support services to 20 students who have been identified as chronically absent. Services include individual, small group, and family counseling sessions. A Just-Us facilitator collaborates with school staff to assess student progress and provide outreach services via phone calls or home visits in instances of student absence. Just-Us also provides incentives to students to achieve designated attendance milestones.

This contract is retroactive due to a delay in the approval of the City Council allocation by the Mayor's Office of Contracts.

The Office of Safety & Youth Development has experience with the vendor providing these services and confirms that they were performed satisfactorily. A review of information regarding the vendor's background in the VCIP and VENDEX systems found no significant adverse information. Just-Us has therefore been determined to be responsible.

A competitive sealed bid was not done for this procurement and a contract for these services is necessary because the City Council discretionary allocation specifically names this vendor for the amount stated above. To have these services provided by another party would be contrary to the City Council award process. Pricing for the contract services was established to match the City Council allocation.

Item: 21

Description:

Withdrawn

Item: 22

Description:

Withdrawn

Item: 23

Description:

Withdrawn

Item: 24

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH KREIZEL ENTERPRISES, INC. TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$50,218 / $351,526	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Kreizel Enterprises, Inc. 26 Charles Lane Spring Valley, NY 10977

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Lisette Cruz Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with Kreizel Enterprises, Inc. to provide published and copyrighted textbooks and ancillary materials to public and participating non-public schools.

DISCUSSION

Kreizel Enterprises publishes textbooks and workbooks that teach students in grades K-3 how to read and write Hebrew. They are the sole provider of the materials they publish. Because these materials cannot be purchased in the open market, a competitive sealed bid process is impractical.

The proposed contract requires that the prices the DOE pays be the lowest offered to any client. In addition, DCP was able to negotiate shipping rates from 10 to 6.35 percent. As such, pricing for these materials has been determined to be fair and reasonable.

A review of VENDEX, VCIP, federal debarment, and the New York State UCC lien search revealed no significant adverse information regarding this vendor. Kreizel's performance under a previous contract has been satisfactory. This vendor has therefore been determined to be responsible.

The estimated contract amount is based on prior expenditures and contract usage for these materials. by various public and non-public schools.

Item: 25

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MINDWING CONCEPTS, INC. TO PROVIDE INSTRUCTIONAL AND REFERENCE MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$95,000 / $285,000	Reimbursable, Tax Levy	Three Years	Listing Application	No	Requirements

Vendor Name & Address	Mindwing Concepts, Inc. 1 Federal Street Springfield, MA 01105

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Lisette Cruz Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with Mindwing Concepts, Inc. to provide instructional and reference materials to public and participating non-public schools.

DISCUSSION

Mindwing Concepts, Inc. produces teacher and student workbooks that focus on improving reading and listening comprehension, writing, and oral expression of narrative and expository text for students in grades K-12. These materials engage children with problem solving, critical thinking, pragmatics, and social-emotional growth.

This vendor is the sole provider of these materials. Because these materials cannot be purchased in the open market, a competitive sealed bid process is impractical. The proposed contract requires that the prices the DOE pays be the lowest offered to any client; as such, the pricing for these materials has been determined to be fair and reasonable.

Mindwing Concepts has previously provided these materials to multiple District 75 sites without a contract. The estimated contract amount is based on previous non-contract expenditures and projected demand for these materials.

A background check conducted on Mindwing Concepts, including the Uniform Commercial Code, Excluded Parties List, and VENDEX, found no significant adverse information. This vendor has therefore been determined to be responsible.

Item: 26

Description:

Instructional textbooks and ancillary materials for use in classrooms.

AUTHORIZATION TO CONTRACT WITH LAKESHORE LEARNING MATERIALS FOR ASSESSMENT AND REFERENCE MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$40,000 / $120,000	Reimbursable, Tax Levy	Three Years	None	Listing Application	No	Requirements

Vendor Name & Address	Lakeshore Equipment Company dba Lakeshore Learning Materials 2695 E Dominguez Street Carson, CA 90895

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Chassidi Miner Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with Lakeshore Learning Materials to provide published and copyrighted assessment and reference materials to public and participating non-public schools.

DISCUSSION

Lakeshore Learning Materials provides instructional materials and resources for early childhood and elementary teachers and students in PreK through grade 6. The early childhood instructional materials help students develop critical foundational skills while meeting early childhood standards/outcomes. The elementary instructional materials support and provide exposure to national and State standards, while supporting Core Curriculum and intervention programs. Lakeshore also provides special education materials that include hands-on instructional resources that are developmentally and age appropriate.

Lakeshore is the sole provider for the assessment and reference materials that they publish. Because these materials cannot be purchased in the open market, a competitive sealed bid process is impractical. The proposed contract requires that the prices the Department of Education pays will be the lowest offered to any client. As such, pricing for these materials has been determined to be fair and reasonable.

Lakeshore has previously provided these materials without a contract. The estimated demand for the products and services is based on past non-contracted expenditures as modified by the program office's discussions with the field about future needs.

A background check conducted on Lakeshore, including the Uniform Commercial Code, the Excluded Parties List, and VENDEX, found no significant adverse information. In addition, this vendor has provided satisfactory services under the predecessor contract. Lakeshore has therefore been determined to be responsible.

Item: 27

Description:

Instructional textbooks and ancillary materials for use in classrooms.

AUTHORIZATION TO CONTRACT WITH SCHOOL SPECIALTY FOR TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$123,000 / $861,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	School Specialty W6316 Design Drive Greenville, WI 54912

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Chassidi Miner Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with School Specialty to provide published and copyrighted textbooks and ancillary materials to public and participating non-public schools.

DISCUSSION

School Specialty provides supplemental materials and workbooks for English Language Learners and early childhood students in PreK through grade 3. They also publish early literacy textbooks and workbooks that provide foundational skills to help PreK children transition to kindergarten.

School Specialty is the sole provider of the textbooks and ancillary materials that they publish. Because these materials cannot be purchased in the open market, a competitive sealed bid process is impractical. The proposed contract requires that the prices the Department of Education pays will be the lowest offered to any client. As such, pricing for these materials has been determined to be fair and reasonable.

A background check conducted on School Specialty, including the Uniform Commercial Code, Excluded Parties List, and VENDEX, found no significant adverse information. In addition, this vendor has provided satisfactory services under the predecessor contract. School Specialty has therefore been determined to be responsible.

The estimated contract amount is based on prior expenditures under the vendor's previous contract.

Technical Changes

TECHNICAL CHANGES FOR PROVIDERS APPROVED UNDER PREVIOUS REQUESTS FOR AUTHORIZATION OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR YEAR-OLDS IN UNIVERSAL PREKINDERGARTEN (2014-2017)

Funding Sources	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
New York State Education Department (NYSED), Tax Levy	Three Years	Negotiated Service – None RFP - Options to Extend for Two 1-Year Periods or One 2-Year Period	Request for Proposal & Negotiated Services	No	Requirement

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Executive Director Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

In May, June, July, August, September, October and November of 2014, the Panel for Educational Policy (Panel) approved Requests for Authorization (RA) to contract with vendors to provide high-quality instructional programming as part of the Universal Prekindergarten (UPK) program. Additionally, technical change lists were presented to the Panel in August, September, October, November, and December of 2014.

The table below shows technical changes for Universal Prekindergarten Service providers approved in previous Panel meetings. We note that these changes include modified allocations to fund start-up costs.

OLS#	PEP Date	Vendor Name	*Type of Change*	Original	Revision
25298	MAY	Public Preparatory Network, Inc.	*Seat Capacity Change*	36	*Re-inspected – Capacity increased to 53*
25687	JULY	Joseph Mizrahi d/b/a Rego Park Day School	*Name Change*	Joseph Mizrahi d/b/a Forest Hills Nursery & Kindergarten	Joseph Mizrahi d/b/a Rego Park Day School
25805	MAY/AUGUST	St. Francis of Assisi School	*Name Change*	St. Francis of Assisi RC Church	St. Francis of Assisi School

The table below shows technical changes to Start-up allocations for Facilities and Permits (F/P) and Furniture and Materials (F/M) for Universal Prekindergarten Service providers approved in previous Panel meetings:

Amount for Panel approval is listed as **New Start-Up Allocation Subsequent to August**. The Total Start-Up, cumulative from initial allocation (previously approved by Panel) is noted in "**Final Amount of Start-Up**" for each allocation – **Furniture & Materials (FM) or Facilities & Permits (FP)**.

OLS #	VENDOR	INITIAL Start-Up Approved on prior Panel Furniture & Materials (FM)	Subsequent Start-up Approval Furniture & Materials (AUGUST) (FM)	New Start-Up Allocation Furniture & Materials (Subsequent to August) (FM)	FINAL Amount of Start-up Furniture & Materials (FM)	INITIAL Start-Up Approved on prior Panel Facilities & Permits (FP)	Subsequent Start-up Approval Facilities & Permits (AUGUST) (FP)	New Start-Up Allocation Facilities & Permits (Subsequent to August) (FP)	FINAL Amount of Start-up Facilities & Permits (FP)
25268	BECEC, INC.	0	0	**$42,200**	$42,200	0	0	**$27,800**	$27,800
25646	CATHOLIC SCHOOL REGION OF MANHATTAN	$89,959.47	-	**$10,057.41**	$100,016.88	$22,718.89	-	**$94,975.76**	$117,694.65
25650	CHRIST THE ROCK INTERNATIONAL, INC.	$14,658	-	-	$14,658	$20,000	-	**$15,500**	$35,500
25298	PUBLIC PREPARATORY NETWORK, INC.	$10,000	0	**$20,000**	$20,000	$10,000	$105,000	-	$115,000
25501	LITTLE HANDS CREATIVE MINDS, INC.	$57,417	-$8,373	**-$49,043 (withdrawn site)**	0	0	$18,300	-	$18,300
25257	HUDSON GUILD	0	-	-	0	0	0	**$81,421**	**$81,421**

OLS #	VENDOR	INITIAL Start-Up Approved on prior Panel Furniture & Materials (FM)	Subsequent Start-up Approval Furniture & Materials (AUGUST) (FM)	New Start-Up Allocation Furniture & Materials (Subsequent to August) (FM)	FINAL Amount of Start-up Furniture & Materials (FM)	INITIAL Start-Up Approved on prior Panel Facilities & Permits (FP)	Subsequent Start-up Approval Facilities & Permits (AUGUST) (FP)	New Start-Up Allocation Facilities & Permits (Subsequent to August) (FP)	FINAL Amount of Start-up Facilities & Permits (FP)
25556	ST. ANSELM SCHOOL	0	$30,607	**$12,930.26**	$43,537.26	0	$12,930	**-$12,930**	0
25561	CHRIST THE KING ELEMENTARY SCHOOL	0	0	**$35,870.94**	$35,870.94	0	-	-	0
25600	UNION SETTLEMENT ASSOCIATION	0	-	**$10,000**	$10,000	0	-	-	0
25350	JOAN WATKIS CORPORATION DBA PRE-SCHOOL MINDS DAY CARE CENTER	0	-	-	0	0	-	**$6,879.17**	$6,879.17
25336	HEBREW INSTITUTE FOR THE DEAF AND EXCEPTIONAL CHIDLREN	0	-	**$32,061**	$32,061	0	-	-	0
25784	FRIENDS OF CROWN HEIGHTS DAY CARE CENTER	$54,000.00	$8,051.00	-	$62,051	$58,000	-	**$4,000**	$62,000
25565	NICHOLAS CARDELL DAY CARE CENTER, INC.	0	0	**$10,000**	$10,000	0	-	-	0

OLS #	VENDOR	INITIAL Start-Up Approved on prior Panel Furniture & Materials (FM)	Subsequent Start-up Approval Furniture & Materials (AUGUST) (FM)	New Start-Up Allocation Furniture & Materials (Subsequent to August) (FM)	FINAL Amount of Start-up Furniture & Materials (FM)	INITIAL Start-Up Approved on prior Panel Facilities & Permits (FP)	Subsequent Start-up Approval Facilities & Permits (AUGUST) (FP)	New Start-Up Allocation Facilities & Permits (Subsequent to August) (FP)	FINAL Amount of Start-up Facilities & Permits (FP)
25362	NORTHSIDE CENTER FOR CHILD DEVELOPMENT, INC.	0	-	**$10,410.24**	$10,410.24	0	-	-	0
x	PHYL'S DAY CARE CENTER, INC.	0	-	**$29,809**	$29,809	0	-	-	0
25385	STATEN ISLAND AID FOR RETARDED CHILDREN, INC.	0	$4,208	**$-1,721.15**	$2,486.85	0	$1,778	**-$1,778**	0
25846	HARLEM CHILDREN'S ZONE, INC.	$35,150	-	**$14,877.46**	$50,027.46	$14,850	-	**$-14,850**	0
25672	HARLEM CHILDREN'S ZONE, INC.	0	-	**$50,027.46**	$50,027.46	0	-	-	0
25845	BROOKLYN COVENANT MINISTRIES, INC.	0	-	**$41,212**	$41,212	0	-	**$150,000**	$150,000

TECHNICAL CHANGES FOR PROVIDERS APPROVED UNDER PREVIOUS REQUESTS FOR AUTHORIZATIONS OF EARLY CHILDHOOD EDUCATION AMENDMENTS PURSUANT TO A NYSED GRANT FOR EXPANDED UNIVERSAL PREKINDERGARTEN SERVICES IN HIGH-NEED SCHOOL DISTRICTS WITHIN NEW YORK STATE

Funding Sources	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
New York State Education Department (NYSED), Tax Levy	Three Years	Negotiated Service – None RFP - Options to Extend for Two 1-Year Periods or One 2-Year Period	Amendments to Request for Proposal & Negotiated Services per Section 3-08 (b) of DOE Procurement Policy & Procedures	Yes	Requirement

Vendor Names & Addresses	See table below.

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Executive Director Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

In April 2014, the Panel for Educational Policy (Panel) approved Requests for Authorization (RA) to amend contracts with vendors with contracts for half-day prekindergarten services to provide full day services instead. This RA provides technical changes to those previous approvals, as provided in the table that follows.

The overall term of the contracts remain unchanged.

DISCUSSION

In September 2013, the New York State Education Department (NYSED) announced a request for proposals (RFP) for a grant to create or expand full-day Prekindergarten (UPK) seats in high-need school districts. The State defines full-day UPK services as five hours.

The Office of Early Childhood Education (OECE) submitted a proposal on behalf of the New York City Department of Education (NYCDOE) and was notified of a grant award from NYSED in January 2014. The grant allocated funds for services to start in fiscal year 2014; however, at least 90 days of instruction must be provided in FY 2014 to be eligible for the funding. It was therefore prudent to initiate the delivery of services upon notice of award, hence these contracts are retroactive.

Given the time constraints of implementing these services mid-year in FY 2014, OECE determined to use the grant funds exclusively for Community Based Organization (CBO) UPK programs.

OECE began the process of selecting CBOs by identifying CBOs who submitted a proposal to the most recent RFP (R0968), which was released in December 2012, for services in FY 2013. At the time of the solicitation, the NYCDOE had 4,000 full-day seats to distribute among public schools and CBOs in high-need

communities. Many existing half-day CBO providers submitted proposals for full-day services and passed OECE's quality threshold, but were not in the highest-need areas and so were not awarded full-day seats pursuant to R0968. In response to the State's announcement of the new grant program in September 2013, OECE selected those half-day CBO providers in neighborhoods at the next level of need to see if they could offer full-day services to their current families without displacing any children. Once this list had been exhausted, OECE reached out to half-day providers in high-need areas who had not submitted a proposal for full-day services pursuant to R0968 but who could accommodate the NYSED grant requirements for the full-day program.

Sixty-two UPK providers are recommended for award pursuant to the grant requirements. All of the providers have a current half-day contract pursuant to previous Request for Proposals that will be amended to accommodate full-day programming.

The grant authorized a per annum amount of $7,005 for full-day services. Half-day providers were offered half of the NYSED full-day rate ($3,500) in addition to their contracted half-day rate to bring their programs up to full-day.

All vendors recommended for award have performed satisfactorily on their current contracts.

The following indicates the aforementioned technical changes:

OLS#	PEP Date	Vendor Name	*Type of Change*	Original	Revision
25116	APRIL	Sacred Heart School	*Contract Amendment*	Cost per child $7106	$7,105.98
25145	APRIL	Sunshine Center of Coney Island	*Seat change*	16 seats at $7,100 cost per child	18 seats