Panel for Educational Policy
Contract Agenda
July 19, 2010

Item: 1 **Description:** After-school activities in academic enrichment, performing arts and student development for students at PS 161.

Term: 22 months **Options:** None **Funding:** Tax Levy

Division: School Support **Contract Type:** Full Value

Vendor Name	Annual Amount
Harlem Dowling-West Side Center for Children and Family Services	$130,910

Item: 2 **Description:** Universal Prekindergarten programs for New York City four year olds.

Term: 3 years **Options:** 2 one year options or 1 two year option **Funding:** Tax Levy

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Bnos Menachem, Inc.	$122,400
Brooklyn Child and Family Services, Inc.	$96,100
My Precious Angels Ltd.	$210,000
New Grace Center, Inc.	$68,471
Our Savior Lutheran School	$141,000
Queens Village Day School - Withdrawn	$441,000
Yeled V'Yelda	$392,000

Item: 3 **Description:** Web and telephone based automated substitute teacher and paraprofessional placement system.

Term: 5 years **Options:** 2 two year options **Funding:** Tax Levy

Division: Division of Human Resources **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
eSchool Solutions, Inc.	$1,010,800

Item: 4 **Description:** Universal Prekindergarten programs for New York City four year olds.

Term: 3 years **Options:** 2 one year options or 1 two year option **Funding:** Tax Levy

Division: Office of Curriculum & Professional Development **Contract Type:** Full Value

Vendor Name	Annual Amount
Preschool Of America (USA) Inc.	$204,000
Preschool Of America (USA) Inc.	$408,000
Red Apple Child Development Center	$67,000
Red Apple Child Development Center	$134,000
Red Apple Child Development Center	$268,000

Item: 5 **Description:** Asbestos Hazard Emergency Response Act management plans and laboratory services for asbestos bulk sampling and analysis for schools.

Term: 5 years **Options:** 180 day option **Funding:** Tax Levy

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

Vendor Name	Estimated Annual Amount
ATC Group Services dba ATC Associates	$1,336,720

Precision Environmental Inc.	$1,719,960

Item: 6 **Description:** Rosetta Stone software developing language skills.

Term: 2 years **Options:** 1 one year option **Funding:** State - NYSSL

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

Vendor Name	Estimated Annual Amount
Rosetta Stone	$1,356,000

Item: 7 **Description:** Adding Universal Prekindergarten seats to a new site of an existing program in East Elmhurst, Queens.

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

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Mi Nuevo Mondo	$359,100

Item: 8 Withdrawn

Item: 9 **Description:** Evaluation services to assess the effectiveness of a variety of educational programs provided by contracted vendors. Services to be evaluated include instructional support, staff development, conflict resolution and student services.

Term: 5 years **Options:** None **Funding:** Tax Levy

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
American Education Solutions, Inc.	$627,000
Gaylen Moore Program Evaluation	$130,825
John Schoener and Associates, Inc.	$141,300

Item: 10 **Description:** Professional development for arts education services including blueprint trainers, standards-based professional development and instructional planning and support services.

Term: 5 years **Options:** None **Funding:** Various

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
92nd Street Y	$100,000
Center for Arts Education	$260,000
Henry Street Settlement	$190,000
Theatre Development Fund - Withdrawn	$100,000

Item: 11 **Description:** Professional development and direct student services for teaching elementary, middle and high school sciences.

Term: 5 years **Options:** None **Funding:** Various

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
City Parks Foundation	$25,000
Explorer Learning a division of Voyager Expanded Learning, Inc. - Withdrawn	$25,000
It's About Time, Heff Jones Education Division	$25,000
New York Botanical Gardens	$25,000

Wildlife Conservation Society	$25,000

Item: 12 **Description:** Professional development services in special education and teacher training.

Term: 5 years **Options:** None **Funding:** Tax Levy

Division: Office of Curriculum & Professional Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
The New England Center for Children	$25,000

Item: 13 **Description:** School Success Plan program which teaches self awareness and self management skills to 6th and 7th grade students.

Term: 1 year **Options:** None **Funding:** Private Grant

Division: School Support **Contract Type:** Full Value

Vendor Name	Annual Amount
Princeton Blairstown	$30,000

Item: 14 Withdrawn

Item: 15 **Description:** Extension of K-12 special education transportation and escort services. (2 contracts)

Term: 4 years **Options:** None **Funding:** Tax Levy

Division: Office of Pupil Transportation **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
I C Bus, Inc.	$10,427,067
I C Escorts	$6,251,136

Item: 16 **Description:** Add-on item. Pick-up and delivery of mechanics equipment, tools, parts, furniture, material, supplies, etc. from any DOE facility to various DOE sites.

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

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

Vendor Name	Estimated Annual Amount
A-1 Moving & Storage Inc. DBA A-1 First Class-Viking	$2,600,000

Item: 1

Description:

After-school activities in academic enrichment, performing arts and student development for students at PS 161.

AUTHORIZATION TO ENTER INTO AGREEMENTS WITH HARLEM DOWLING – WEST SIDE CENTER FOR CHILDREN AND FAMILY SERVICES FOR THE PROVISION OF STUDENT ENRICHMENT SERVICES FOR THE NEW YORK CITY DEPARTMENT OF EDUCATION

Total Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Not-to-Exceed $240,000	Tax Levy	September 1, 2008 through to June 30, 2010	No	Negotiated Services	Yes	Not to Exceed
Vendor's Name & Address	Harlem Dowling – West Side Center for Children and Family Services 2090 Adam Clayton Powell Jr. Boulevard, New York New York 10027					

Service Requestor/Contract Manager:	Division of Contracts and Purchasing Contact:
Shani Jimeta, Director of Operations	Andrea Black, Director
Lucius Young, Children's First Network #3	Instructional Service Procurements

STATEMENT OF PURPOSE

Approval is sought to contract with Harlem Dowling – West Side Center for Children and Family Services (HDWC) to provide after-school programs in Academic Enrichment and Performing Arts and Student Development Activities for students at PS 161 (District #5). The contract is retroactive with a term of September 1, 2008 through June 30, 2010, at a total contract cost not-to-exceed $240,000.

DISCUSSION

For the past seven years HDWC, a non-profit multi-agency, has offered an after-school program that serves 250 kindergarten through sixth grade students at PS 161. The Programs offered are designed to enhance student learning and improve their mental, social and physical development.

Previously, in March 2008, the Committee on Contracts (COC) approved a retroactive contract to HDWC for a 1-year term beginning September 1, 2007 through June 30, 2008 for a cost not-to-exceed $120,000. The rationale for this approval was continuity of service. A price analysis was performed and results demonstrated that the hourly rates for personnel were comparable to rates charged by other DOE contracted vendors. The COC informed HDWC that this approval was condition upon them submitting an application to the Multiple Task Award Contract (MTAC) process.

Subsequently, the vendor submitted an application for Multiple Task Award Contract (#R0084) – Enrichment Services hoping that a contract would be in place prior to the need for these services and has since been recommended for award. However, a contract was not awarded prior to the continuation of services on September 1, 2008. Notwithstanding, these services were not procured

competitively due to the school's belief that the programs were being provided by a contracted vendor. The COC approved this retroactive agreement with HDWC believing the vendor should be paid in light of its satisfactory performance and that the school and vendor acted in good faith.

HDWC hourly personnel rate is $37. A price analysis was performed by comparing recently awarded Enrichment Services vendors. Hourly rates for these vendors range from $37 to $59. HDWC pricing has remained unchanged over the course of 7-years and is considered fair and reasonable.

A background check was performed using VENDEX, CTS and the Federal disbarment list and no derogatory information was revealed. The vendor is deemed responsible.

A contract for services is necessary because the Department does not possess the personnel to provide these services.

Item: 2

Description:

Universal Prekindergarten programs for New York City four year olds.

REQUEST FOR AUTHORIZATION FOR THE UNIVERSAL PREKINDERGARTEN PROGRAM (REQUEST FOR PROPOSAL SERIAL NO. R0819)

Estimated Contract Amounts	Funding Source	Contract Term	Renewal Term	Procurement Method	Is Contract Retroactive?	Contract Type
$1,470,971	Tax Levy	Three (3) years	DOE options to extend for two (2) one-year periods or one (1) period of two (2) years.	Negotiated Services	No	Requirements
Vendor Name & Address	See table below					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Recy Dunn, Executive Director	Maxine Needle, UPK Director
Office of Early Childhood Education	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Approval is sought to enter into requirements agreements with seven vendors listed in the table below to provide New York City four-year-olds with quality instructional programs, 2 ½ hours daily for 180 days.

DISCUSSION

Chapter 436 of the Laws of 1997 provides for New York State's Universal Prekindergarten Program (UPK). The UPK program entitles eligible four year olds to receive two and a half hours of UPK services a day at no charge to families. The law requires ten percent of funding from the UPK program be allotted to community-based organizations to achieve universal access to prekindergarten services.

The Universal Prekindergarten Program operates in all five Boroughs within public schools and non-public school settings. Achieving universal access to prekindergarten services depends on the partnerships that link community-based organizations with the public schools.

A Request for Proposals was released on January 5, 2010, seeking to identify quality early childhood providers, who were willing to implement programs in districts with a high need for prekindergarten seats.

The RFP forms were posted on the DOE website on January 5, 2010 and a Notification of Interest email was sent to all vendors on the DOE UPK bid list on January 6, 2010 and an advertisement for

the UPK proposal was published in the City Record on January 13, 2010. Proposals were due at the borough offices on March 1, 2010, at 4PM. In accordance with DOE Procurement Policy and Procedures, 15 late proposals were accepted through 10:00AM, March 2, 2010 (within 3 hours after the original proposal submission time, as allowed in the Policy and Procedures).

All vendors who met the minimum qualifications, i.e. scored at or above 80 points as established by the Office of Early Childhood Education presented fair and reasonable prices and provided services in an area of need were recommended for award. The determinations of areas of need were based on surveys of enrollment patterns conducted by the Office of Early Childhood Education, the Office of Portfolio Development and data on enrollment capacity proximate to the proposed UPK site.

In all, 175 vendors submitted proposals and 123 vendors were being recommended for award through the RFP process.

Since the DOE recognizes the need for quality child care services and makes every effort to provide neighborhoods with these services, and funding was still available after the proposals were evaluated, vendors in areas of need who were not awarded contracts through the RFP process were encouraged to submit proposals. These vendors were evaluated based on the same criteria as vendors awarded through the RFP.

Background reviews were conducted on selected vendors, and it was found that Yeled V'Yalda was the subject of an investigation in 2007 by SCI, but SCI determined the allegations were unsubstantiated. Also, Queens Village Day School's background review is incomplete. Otherwise, there were no adverse findings.

As such, the project office submitted a request to the Committee on Contracts recommending that contracts be awarded to the vendors listed below.

BOROUGH	CSD	VENDOR	SEATS PROPOSED	SEATS AWARDED	AWARDED PRICE PER SEAT	ANNUAL CONTRACT AMOUNT
R	17	Bnos Menachem	36	36	$3,400.00	$122,400.00
R	31	Yeled V'Yalda	112	112	$3,500.00	$392,000.00
K	13	Brooklyn Child and Family Services, Inc.	31	31	$3,100.00	$96,100.00
K	19	New Grace Center, Inc.	20	20	$3,423.53	$68,471.00
Q	27	My Precious Angels Ltd.	60	60	$3,500.00	$210,000.00
Q	28	Our Savior Lutheran School	40	40	$3,525.00	$141,000.00

Q	29	Queens Village Day School	195	126	$3,500.00	$441,000.00
		TOTALS	494	425	Average $3,461	$1,470,971.00

The average cost per child is $3,461 per year, which is less than New York State funding that averages $3,874 per child/year.

The Committee on Contracts (COC) approved a request to enter into an agreement with the seven vendors listed above for 425 four year olds at a total cost of $1,470,971. The COC's rationale for approval was that the above listed vendors were able to provide services in shortage areas.

The Department is not recommending that the Panel approve Queens Village Day School at this time.

Item: 3

Description:

Web and telephone based automated substitute teacher and paraprofessional placement system.

REQUEST FOR AUTHORIZATION

eSchool Solutions, Inc. to provide an Automated Substitute Teacher and Paraprofessional Placement System

Contract Cost	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
Cost for Five (5) Years $3,131,800 Total/ $1,010,800 High Annual	Tax Levy	Five (5) years with two (2) optional renewal for two (2) years each	RFP	No	Requirements
Vendor Name & Address	eSchool Solutions, Inc.				
	604 Courtland Street				
	Orlando, Florida 32804				

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Peter Ianniello, Deputy Executive Director	James J. McBride Chief Administrator
Operational Support Services, Division of Human Resources	Central Office Procurement, Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Approval is sought to contract with eSchool Solutions, Inc. to provide an Automated Substitute Teacher and Paraprofessional Placement system (ATSPPS). The ASTPPS helps schools with absence management and scheduling substitutes, while also providing documentation to facilitate the review of unemployment compensation requests. The five-year contract estimate is at $3,131,800 and is expected to begin Fall of 2010.

DISCUSSION

Teachers and paraprofessionals utilize the ASTPPS to report absences by telephone or web-based entry 24 hours a day, 7 days a week. The system automatically contacts qualified substitutes via telephone. Customizable reporting tools allow the DOE to track absences, analyze trends, increase teacher accountability and reduce absentee rates. Additionally, the system records when substitutes have or have not accepted offers, which facilitates the review of unemployment compensation requests. In 2009, ASTPPS lead to savings of $2.2 million in unemployment claims. The proposed contract demonstrates good value against the alternative of returning to a manual process of managing teacher and paraprofessional absences. Some expected new features are:

- "Do Not Use" reports allow schools to identify substitutes that they choose to discontinue based on unsatisfactory performance. The system can provide relevant information to the State Department of Labor as a means to refute unemployment insurance claims.
- A dashboard for schools to view trend information such as daily fill rates.
- Integration with the existing payroll systems, reducing data entry tasks at the school level.
- An online mapping tool to assist substitutes in locating school assignments.

Currently, two-thirds of schools use ASTPPS and we expect to expand its use City-wide over the term of the contract. The current system fills on average 3,000 absences per day, of which about 40% are prearranged by schools using the ASTPPS; the remaining 60% are filled automatically by the ASTPPS. The current system manages and fills these absences by making and receiving calls, allowing for web-based assignment acceptance, accommodating teacher's lesson plan uploads and other related activity. As the number of schools using the system continues to rise, ASTPPS will fill an expected 10,000 absences per day. Over the term of the contract the average substitute fill cost will be on the order of $1 per fill. In addition to the new features listed above, improvements in system methodology and training are expected to reduce the number of calls from 22 calls to 12 calls per absence.

A Request for Proposals (RFP #R0750) was issued in July, 2009. Notice was posted in the City Record, on the DOE website, and sent to all vendors on the appropriate bidders list. Seven (7) proposals were received. The evaluation committee consisted of one (1) person from each of the Division of Human Resources (DHR), the Division of Instructional & Information Technology (DIIT), and the Integrated Service Centers (ISC). The evaluation criteria were as follows:

Response Category	Rating Percentage
Program Plan	35%
Price	30%
Organizational Capacity	20%
Demonstrative Effectiveness	10%
Value Add	5%

Three vendors were viewed as competitive and, therefore, invited to present their solutions and systems: eSchool Solutions Inc., Frontline Placement Technologies and CRS Advanced Technology. The committee felt these three proposals indicated the best understanding of DOE requirements and they were the most familiar with absence management and placement systems.

During discussions, eSchool Solutions and Frontline Placement Technologies presented user-friendly systems that demonstrated how their products either met all or would meet all of DOE's functional and reporting requirements. CRS Advance Technology presented a solution that was not able to perform all of the reporting and search functionalities the DOE needed so, in order to meet functional requirements in the RFP, the DOE would incur additional costs for customization. As a result, the committee

invited eSchool Solutions and Frontline Placement Technologies to engage in negotiations and to provide Best and Final Offers. The committee ultimately recommended eSchool Solutions, the incumbent provider, for award. While Frontline Placement presented a strong program plan, their proposed solution was $1.2 million more than eSchool Solutions and Frontline Placement took numerous exceptions to the DOE's Terms and Conditions. The committee felt eSchool Solutions presented a comprehensive solution that met all the functional requirements the DOE was seeking at the most competitive price.

The Office Vendor Research & Price Analysis is currently performing a cost price analysis and is expected to determine eSchool Solutions' pricing as fair and reasonable based on the considerable competition in this solicitation (see below pricing summary). eSchool Solutions has provided satisfactory services to the DOE in the past. A check has been conducted in CTS, VENDEX and the federal debarment list and no adverse findings have been found, and accordingly eSchool Solutions is deemed responsible. A more thorough background check is still being conducted and will be completed prior to contract registration.

Award is recommended to the above named vendor as they offer the DOE the best value as defined by the request for proposal and the Best and Final Offers.

APPENDIX A – PRICING SUMMARY				
VENDOR	**Vendor Hosted Solution**	**DOE Hosted Solution**	**BAFO Vendor Hosted Solution**	**BAFO DOE Hosted Solution**
eSchool Solutions, Inc.	$3,301,040	$3,603,000	**$3,130,800**	**$3,603,000**
Frontline Placement Technologies/ AESOP	$4,350,000	N/A	**$4,365,225**	N/A
CRS Advanced Technology	$5,425,000	$3,894,829		
Safari Telecom	$4,602,092	$1,068,868		
Vanguard Direct - West IVR	$ 9,812,100	$247,265		
Vanguard Direct - Plum IVR	$ 9,413,925	$1,217,755.00		
Teacher Support Network	N/A	$1,139,180		
School Professionals	$ 4,161,203	$4,600,938		

Item: 4

Description:

Universal Prekindergarten programs for New York City four year olds.

REQUEST FOR AUTHORIZATION FOR PREKINDERGARTEN SERVICES FOR FOUR-YEAR-OLDS (REQUEST FOR PROPOSAL SERIAL NO. R0819)

Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$5,405,000	Tax Levy	Three (3) years	DOE options to extend for two (2) one-year periods or one (1) period of two (2) years.	Request for Proposals	No	Requirement
Vendors Name & Address	Red Apple Child Development Center					
	25 Market Street					
	New York, NY 10002					
	Preschool of America (USA) Inc.					
	345 West 42nd Street					
	New York, NY 10036					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Recy Dunn, Executive Director	Maxine Needle, UPK Director
Division of Teaching and Learning	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Approval is sought to enter into contracts with Red Apple and Preschool of America as listed in the table below to provide Universal Prekindergarten (UPK) services for four-year-olds.

DISCUSSION

Chapter 436 of the Laws of 1997 provides for New York State's Universal Prekindergarten Program (UPK), which entitles eligible four year olds to receive two and a half hours of UPK services a day at no charge to families. The law requires ten percent of funding from the UPK program be allotted to community-based organizations to achieve universal access to prekindergarten services.

The Universal Prekindergarten Program operates in all five boroughs within public schools and non-public school settings. Achieving universal access to prekindergarten services depends on the partnerships that link community-based organizations with the public schools.

Request for Proposal (RFP) R0819, released on January 5, 2010, sought proposals from eligible, quality early childhood providers, who were willing to implement programs in districts with a high need for prekindergarten seats. Vendors were to provide half-day programs that will run for 2.5 hours per day, 5 days per week for the 180 day school year.

Red Apple, a large child-care provider, has been providing various community services for many years. In the past they have provided UPK services, however, a former principal of Red Apple and a related company have had a history of problems including a misdemeanor and felony conviction, and site closures by DOHMH. In 2007, the DOE approved Red Apple's and Preschool of America's proposal for seats, contingent on accepting an Independent Private Sector Inspector General (IPSIG) under the auspices of the Special Commissioner of Investigation (SCI). They withdrew their proposal and were not awarded a contract at that time.

Red Apple and its affiliate Preschool of America applied for 733 seats through the current RFP (R0819). They met the criteria established by the borough evaluation committees. Due to lack of funding, they are recommended for an award of 320 seats. Award of contracts to Red Apple and Preschool of America is appropriate, despite their history of problems, because the communities they serve have a high need for seats. They were not included in the original RA (1721) because the DOE required their commitment to an IPSIG. The vendors are now willing to meet this requirement, and with SCI, they are establishing a monitoring agreement. This monitoring agreement will be at the vendors' expense, and will help ensure their adherence to the terms of the contract. If they fail to retain the IPSIG, however, a contract will not be executed.

	BOROUGH	CSD	VENDOR LEGAL NAME	SEATS AWARDED	AWARDED PRICE PER SEAT	ANNUAL CONTRACT AMOUNT
1	M	2	Red Apple Child Development Center	40	$ 3,350.00	$ 134,000
2	M	2	Preschool of America (USA) Inc.	120	$ 3,400.00	$ 408,000
3	Q	28	Preschool of America (USA) Inc.	60	$ 3,400.00	$ 204,000
4	Q	25	Red Apple Child Development Center	80	$ 3,350.00	$ 268,000
5	R	20	Red Apple Child Development Center	20	$ 3,350.00	$ 067,000

The average cost per child is $3,370 per year. New York State provides funding that averages $3,874 per child/year. The vendors' costs per child were deemed to be fair and reasonable.

Both companies are owned by the same principal with Red Apple being a not for profit entity and Preschool of America a for profit entity.

The IPSIG provides the DOE with significant monitoring facilities, and therefore, the contracts are recommended for award.

Item: 5

Description:

Asbestos Hazard Emergency Response Act management plans and laboratory services for asbestos bulk sampling and analysis for schools.

REQUEST FOR AUTHORIZATION
Precision Environmental and ATC Associates, to provide Asbestos Hazard Emergency Act Management and Laboratory Services for Asbestos Bulk Sampling and Analysis

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Annual $ 3,056,680 $ 16,811,740 for contract term	Tax Levy	5 years	180 day option	RFB	No	Requirement

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Volkert Barren, Program Director	Shelley Epstein
Division of School Facilities)	Division of contracts and Purchasing

Vendor name	Address	Annual amount	Total Amount
Precision Aggregate Class 1-3	36-15A 23rd Street Long Island City NY 11106	$1,719,960	$9,459,780
ATC associates Aggregate Class 4 and 5	104 East 25 Street New York NY 10010	$1,336,720	$7,351,960

STATEMENT OF PURPOSE

Approval is sought to contract with Precision Environmental and ATC Associates for AHERA (Asbestos Hazard Emergency Response Act) Management Plans and Laboratory Services for Asbestos Bulk Sampling and Analysis in schools. Combined estimated annual expenditures are $3,056,680 throughout the life of the agreement and will be funded by DSF. The contracts will be active for five years plus the option of a 180 day extension.

DISCUSSION

This bid was advertised for seven (7) days in the City record and on the DCP web site. There were five aggregate classes in the bid, one for each borough. Four bids were received for each aggregate class. Awards are made by aggregate class to the lowest responsible responsive bidders with the operational and financial capacity to service the contract(s). The DOE reserved the right to limit the number of classes awarded to a vendor.

Precision Environmental was the low bidder on all five aggregate classes. The bid documents required that the contractors have a sufficient number of certified asbestos management planners, inspectors and project managers to perform contract work at a minimum of three different projects at any one time. Based on these requirements, it was determined that Precision could service three of the five areas. As such, Precision is recommended award of aggregate class 1, 2, and 3. ATC Associates was the second low bidder on all five classes and based on their operational capacity, ATC is recommended award of the remaining two aggregate classes. Awarding class 4 and 5 to ATC provided the lowest cost differential between the lowest bidder

and the next lowest bidder. Qualification meetings were not necessary since both Precision and ATC have held prior contracts for this work with DSF and have provided satisfactory service. DSF is confident they will both continue to provide satisfactory service. A review of Precision's and ATC's financial statements did not reveal any risk associated with doing business with Precision or ATC.

The Vendor Research and Price Analysis Unit (VRPA) conducted a background check on Precision and found no significant adverse information. VRPA also conducted a background check on ATC and found fines for failing to post their asbestos license outside work areas. All fines have been satisfied. ATC also self reported their declared Chapter 11 bankruptcy in 1999. They emerged from bankruptcy in 2000.

On average the prices on these contracts are 6 % lower than the previous contracts for similar items. The state of the economy and the fact that vendors need work to keep operating are factors contributing to the decrease.

TOTAL AGGREGATE CLASS 1	BID		DIFFERENTIAL 1st & 2nd
	Precision Envinmental	$ 585,430.00	$ 105,890.00
	ATC Associates	$ 691,320.00	
	New York Environmental	$ 816,550.00	
	Athenica Environmental	$1,054,025.00	

TOTAL AGGREGATE CLASS 2			1st & 2nd
	Precision Envinmental	$ 593,700.00	$ 116,650.00
	ATC Associates	$ 710,350.00	
	New York Environmental	$ 835,360.00	
	Athenica Environmental	$1,025,250.00	

TOTAL AGGREGATE CLASS 3			1st & 2nd
	Precision Envinmental	$ 540,830.00	$ 110,140.00
	ATC Associates	$ 650,970.00	
	New York Environmental	$ 757,420.00	
	Athenica Environmental	$ 941,840.00	

TOTAL AGGREGATE CLASS 4			1st & 2nd
	Precision Envinmental	$ 562,200.00	$ 102,620.00
	ATC Associates	$ 664,820.00	
	New York Environmental	$ 784,400.00	
	Athenica Environmental	$1,030,840.00	

TOTAL AGGREGATE CLASS 5			1st & 2nd
	Precision Envinmental	$ 628,240.00	$ 43,660.00
	ATC Associates	$ 671,900.00	
	New York Environmental	$ 948,810.00	
	Athenica Environmental	$1,039,740.00	

REQUIREMENT CONTRACT FOR AHERA		
B1362		
AGGREGATE CLASS 1		
Vendor Name	Annual Contract Value	Total Contract Value/5Years
Precision Environmental	$585,430.00	$2,927,150.00
ATC Associates	$691,320.00	
New York Environmental	$816,550.00	
Athenica Environmental	$1,054,025.00	
AGGREGATE CLASS 2		
Vendor Name	Annual Contract Value	Total Contract Value/5Years
Precision Environmental	$593,700.00	$2,968,500.00
ATC Associates	$710,350.00	
New York Environmental	$835,360.00	
Athenica Environmental	$1,025,250.00	
AGGREGATE CLASS 3		
Vendor Name	Annual Contract Value	Total Contract Value/5Years
Precision Environmental	$540,830.00	$2,704,150.00
ATC Associates	$650,970.00	
New York Environmental	$757,420.00	
Athenica Environmental	$941,840.00	
AGGREGATE CLASS 4		
Vendor Name	Annual Contract Value	Total Contract Value/5Years
Precision Environmental	$562,200.00	
ATC Associates	$664,820.00	$3,324,100.00
New York Environmental	$784,400.00	
Athenica Environmental	$1,030,840.00	
AGGREGATE CLASS 5		
Vendor Name	Annual Contract Value	Total Contract Value/5Years
Precision Environmental	$628,240.00	
ATC Associates	$671,900.00	$3,359,500.00
New York Environmental	$948,810.00	
Athenica Environmental	$1,039,740.00	

AHERA B1362

ANNUAL AMOUNT

Precision Environmental	$ 585,430.00	ATC Associates	$ 664,820.00
	$ 593,700.00		$ 671,900.00
	$ 540,830.00	Total	$1,336,720.00
Total	$1,719,960.00		

Precision Environmental	$1,719,960.00
ATC Associates	$1,336,720.00
Total	$3,056,680.00

5 YEARS AMOUNT

Precision Environmental	$2,927,150.00	ATC Associates	$3,324,100.00
	$2,968,500.00		$3,359,500.00
	$2,704,150.00	Total	$6,683,600.00
Total	$8,599,800.00		

5 YEARS + 180 DAYS

Precision Environmental	$8,599,800.00	ATC	$6,683,600.00
+	$ 859,980.00	+	$ 668,360.00
	$9,459,780.00		$7,351,960.00

Total Contract	$ 9,459,780.00
	$ 7,351,960.00
	$16,811,740.00

Item: 6

Description:

Rosetta Stone software developing language skills.

REQUEST FOR AUTHORIZATION

RFB B1077 - Various Educational Software					
Funding Source	**Contract Term**	**Optional DOE Renewal**	**Procurement Method**	**Contract Type**	**Is the contract Retroactive?**
Reimbursable	2 years from date of execution	1 year from expiration date	RFB	Requirements	No
Class	**Brand**	**Vendor Name**	**Original Contract Est. Amount**	**Optional 1 Yr Renewal Amount**	**Total Contract Est. Amount**
09	Rosetta Stone	Rosetta Stone	$2,712,000.00	$1,356,000.00	$4,068,000.00
Service Requestor / Contract Manager			**Division of Contracts & Purchasing Contact**		
James J McBride			Kay Robbins		
Division of Contracts & Purchasing			Division of Contracts & Purchasing		

STATEMENT OF PURPOSE

Approval is sought to enter into a requirement contract with the above vendor for instructional/educational software programs. The term of this contract will be two years from date of execution, expected in July 2010, with a unilateral DOE option to renew for an additional one year at the same price.

DISCUSSION

RFB# B1077 was released to potential bidders who have previously supplied various software brands, all software vendors on DCP bidders list, as well as advertised in the City Record and posted on the DCP's website. The bid covered nine classes of software, but this Request covers only Rosetta Stone, as the bid evaluation for this class is complete and the other classes are not. A separate Request for Authorization will be drafted for the remaining Classes, of which only 3 other classes will be awarded.

Despite efforts to encourage a competitive environment by searching online and calling potential vendors, results of the bidding process confirm that instructional software brands are typically not resold due to the long standing business models used by publishing vendors. Each of the vendors said that they are the manufacturers of their product line, that their software is proprietary and that they do not sell through traditional reseller channels.

Until 2 years ago, the DOE was receiving discounts typically between of 0 to 3% off publisher list prices for educational software brands/titles. Through market research it became clear that the discounts historically offered to DOE by publishers were insufficient and typically could be raised to a minimum of 20% off the publisher's list price without losing access to titles. In order to address this and secure savings, DCP established a 20% minimum discount requirement in all bids for educational software. All bidders for this bid have conformed to this requirement, resulting in the DOE securing 20% or greater discounts for each of the 4 awarded classes, including some discounts as high as 24%. The discount for Rosetta Stone was 20%.

The awarded vendor's percent discount has been deemed fair and reasonable based on equal or improved discounts as compared to previous contracts. Looking at software's historical multi-year spend, there was an average yearly spending

increase of 20%. Each contract estimate was determined using this average increase in addition to the software's historical spend.

Background checks were performed including reviewing a hard copy of their VENDEX, FAMIS, CTS and the Federal Disbarment List. No adverse findings were identified. Accordingly, the awarded vendors have been determined responsible bidders.

Item: 7

Description:

Adding Universal Prekindergarten seats to a new site of an existing program in East Elmhurst, Queens.

REQUEST FOR AUTHORIZATION TO AMMEND THE CONTRACT FOR MI NUEVO MUNDO FOR UNIVERSAL PREKINDERGARTEN SERVICES

Original Annual/Amended Annual/Amended Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$119,700 (original annual) $359,100 (amended annual) $1,795,500 (amended total 5 year amount) Amount of amendment: $239,400 (annual)/ $1,197,000 (total 5 years)	Tax Levy	7/1/09-6/30/2012 No change in contract term	DOE options to extend for two (2) one-year periods or one (1) period of two (2) years.	Amendment	No	Requirement

Vendor Name & Address	Mi Nuevo Mundo
	104-19 39th Avenue
	104-21 39th Avenue
	Corona, NY 11368

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Recy Dunn, Executive Director	Maxine Needle, Director of Grants
Office of Early Childhood Education	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Authorization is requested to amend the Universal Prekindergarten (UPK) contract for Mi Nuevo Mundo to add 54 additional seats. The original contract was approved under RA# 1254.

DISCUSSION

Under RFP R0736, Mi Nuevo Mundo (Mi Nuevo) bid on 2 sites, 104-19 39th Avenue, and nearby site 104-21 39th Avenue, requesting a total of 54 seats. Due to budget constraints they were initially awarded a contract for 36 seats, and the vendor and Borough UPK office determined that it was most economical to operate at one site. In October 2009 additional funding from the Office of Early Childhood Education became available and, due to the need for more seats in District 24, Mi Nuevo's contract was increased by an additional 18 seats, for a total of 54 seats at 104-19 39th Ave.

For FY 11, due to the influx of new émigrés in District 24, East Elmhurst, the Queens Borough Director is requesting that an additional 54 seats be authorized for Mi Nuevo. Due to Department of Health and Mental Hygiene permit capacity at the awarded location these additional seats would need to be served at the vendor's previously proposed nearby site 104-21 39th Avenue. The unit prices remain the same and are fair and reasonable.

This vendor has performed satisfactorily during the first year of their contract. This Amendment increases the contract from 36 to 108 seats.

Item: 8

Description:
Withdrawn

Item: 9

Description:

Evaluation services to assess the effectiveness of a variety of educational programs provided by contracted vendors. Services to be evaluated include instructional support, staff development, conflict resolution and student services.

REQUEST FOR AUTHORIZATION FOR SYSTEM-WIDE PROGRAM EVALUATION SERVICES (PQS #R0694)

Estimated Annual/Total Contract(s) Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$899,125/ 4,495,650 3 – Awardees in total	Various including Tax levy & Reimbursable funds	January 1, 2010 – December 31, 2014 (5 years)	None	Multiple Task Award Contract (MTAC)	Yes	Requirements
Vendor Name & Address	See Table Below for Awardees and Contract Data (Appendix A)					

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Shannon Wilson, Research and Policy Support Group	James E. Whitfield, Procurement Contract Manager
Research and Policy Support Group	Division of Contracts and Purchasing (DCP)

Statement of Purpose

Approval is sought to enter into requirements contracts with the vendors listed in Appendix A to provide system-wide program evaluation services. These services will be provided at the discretion of each participating school.

Discussion

This is the second set of awards proposed pursuant to a Multiple Task Award Contract Process (fka Prequalified Solicitation (PQS)) for services to evaluate the effectiveness of a variety of educational programs. The services to be evaluated include instructional support, staff development, conflict resolution, direct student services and other types of pedagogical services.

Proposals were scored based on the following criteria: Program Plan (25 points), Demonstrated Effectiveness (25 points), Organizational Capacity (25 points) and Price (25 points). The evaluation committee included a former teacher and two administrators with over 25 combined years of DOE experience, all within the Department of External Research and Reporting. All proposed awardees demonstrated a strong capacity to provide services to our schools, and a clear understanding of how their services would be implemented.

Thirteen vendors applied to this solicitation, of which eleven were selected. Three of those eleven vendors are listed on this Request for Authorization (RA#2). The remaining eight (8) vendors were listed on RA#1.

The costs of program evaluation services vary greatly and are dependent upon on the scale of the program being evaluated. This solicitation thus far has averaged a rate of $148 per hour for high level researchers and evaluators. All hourly rates for the awarded vendors are listed on Appendix A. Accordingly, comparisons can only apply for similar vendors performing a similarly requested evaluation service from year to year.

The Vendor Research and Price Analysis Unit reviewed American Education Solutions' pricing because their usage is expected to exceed $3 million. Though a little higher than others, their prices were deemed fair and reasonable because they are a proven evaluation services provider to the DOE and the proposed prices matched those offered under the last year of the previous evaluation services contract.

The estimated annual contract amounts for the vendors listed in Appendix A were based on an average of prior years' utilization from FY08 and FY09.

All listed vendors have undergone background checks that included the Excluded Parties List, the Uniform Commercial Code Lien Search, VENDEX Advice of Caution, and the Vendor Watch List to verify standing. No significant adverse information was revealed. The Vendor Research and Price Analysis Unit conducted a comprehensive background check for American Education Solutions, whose estimated contract amount exceeded $1 million, and no significant adverse information was revealed. Thus, all vendors are deemed responsible.

The MTAC process is the preferred procurement method as this process allows the DOE to award contracts for similar services to multiple vendors in order to meet demand for such services and to offer a choice among vendors.

Contracts for services are necessary because the Department does not possess the personnel to provide these services.

As a part of the MTAC process, all service requests over $25,000 must go through a competitive process for procurement of services. Users will be required to create a scope of services and conduct a mini-solicitation process among the awarded vendors in their component areas. Vendors will be required to provide a statement of work and pricing based on their contracted services, which will be evaluated and scored by the user. Upon completion of this mini-solicitation process, schools will be able to secure services via a purchase order. This process is to ensure competition among the large number of vendors who have been awarded contracts as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

Appendix A

	Vendors	Estimated Annual Contract Amount
1.	**American Education Solutions** 3 Croton Point Avenue, Croton on Hudson, NY 10520 **Vendor Pricing Range (Staff): $35 - $150/hour**	**$627,005/Year** **$3,135,025 - Total**
2.	**Gaylen Moore** 304 West 89th Street, Suite 9B, New York, NY 10024 **Vendor Pricing Range (Staff): $37 - $100/hour**	**$130,825/Year** **$654,125 - Total**
3.	**John Schoener and Associates, Inc.** 973 Springs Fireplace Road, East Hampton, NY 11937 **Vendor Pricing Range (Staff): $110 - $200/hour**	**$141,300/Year** **$706,500 - Total**

Item: 10

Description:

Professional development for arts education services including blueprint trainers, standards-based professional development and instructional planning and support services.

REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT FOR ARTS EDUCATION (PQS #R0089) ~RA#2

Estimated Contract Cost Annual/Total	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$650,000/ $3,250,000	Various including Tax levy & Reimbursable funds	5 Years	None	Multiple Task Award Contract	No	Requirements
Vendor Name & Address	See Table Below					

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Paul King, Executive Director	Xavier Cerda, Procurement Analyst
Office of Arts and Special Projects	Division of Contracts and Purchasing (DCP)

Statement of Purpose

Approval is sought to enter into requirements contracts with four vendors to provide professional development services for arts education planning sessions. The Department will contract with organizations and/or individuals that can provide services in one or more of the following component areas: Component #1- Blueprint Trainers, Component #2- Standards-Based Professional Development, and Component #3- Instructional Planning and Support Services. These programs will be provided at the discretion of each participating school.

One previous RA for Professional Development for Arts Education Services was approved by the Chancellor, recommending a total of 23 vendors for contract award.

Discussion

The goal for this initiative is to enter into contracts with providers who can deliver high quality professional development and consultancy services for arts education to support and advance teaching and learning. As an essential priority of the Children First agenda, professional development services providers will collaborate with schools to utilize the Blueprint for Teaching and Learning in the Arts ("Blueprint") to maximize effectiveness, as well as to assist schools in providing content-rich arts learning as required by the New York State learning standards for education. The Blueprint provides a standards-based approach to designing curriculum in each arts discipline that is both subject-based (defining the goals for content) and outcome-based (defining the goals for student achievement).

Blueprint-based professional development for teachers, school administrators and school leaders focuses around parent engagement through arts programming, and providers of standards-based professional development will work with schools to enhance teaching and learning in one or more of the following art forms: visual arts, music, dance and theater and/or film and new media. Providers of instructional planning and support services will consult with school leaders in the areas of facilities, budgeting, planning and scheduling for arts education as well as in the areas of assessment and evaluation.

Proposals were read and evaluated by committees with at least one director from the Office of Arts and Special Projects, former and current teachers and principals/assistance principals. Each committee member is knowledgeable about the NYC Blueprint for the Arts due to their participation in developing and implementing quality arts programming as well as years of experience teaching in the NYC schools

DCP receives and distributes proposals for arts education services on an on-going basis. One of the five standing committees (Theater, Visual Arts, Music, Dance and Film, Video and New Media) evaluates each proposal. The four providers included in this RA were recommended for contract award by the applicable evaluation committee. There were 5 vendors who were not recommended for award.

The estimated annual amounts for awarded vendors were based on prior year utilization. The estimated annual amount for each previously contracted vendor was based on the following factors: discussions with the program manager, vendors' availability to perform the services and prior years' utilization. It was agreed that vendors new to the system should be allocated a base amount of $50,000.

Professional Development courses and workshops range from $216-$666 per hour, depending on the discipline, the length of the course and artist/teacher instructing the workshop. The average per hour price from contracted vendors for this solicitation is $420. Blueprint trainers' (Component #1) may provide up to 125 hours per annum at an hourly rate of $75 per trainer. Because this is a new service classification, a Blueprint trainer estimate will be set at $50,000. The newly proposed rates were found to be fair and reasonable based on comparison with rates charged by similar providers.

Background checks performed for all vendors whose contracts are estimated under $1 million included VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System. The Center for Arts Education contract exceeds $1 million, thus a comprehensive background check by the Vendor Research and Price Analysis Unit was performed. No significant adverse findings were uncovered during this investigation and thus vendors are all deemed responsible.

It is necessary to contract for personal services because the DOE does not possess the personnel necessary to meet the objectives of this program.

The MTAC process is the preferred procurement method as this process allows the DOE to award contracts for similar services to multiple vendors in order to meet demand for such services and to offer a choice among vendors.

As a part of the MTAC process, all service requests over $25,000 must go through a competitive process for procurement of services. Users will be required to create a scope of services and conduct a mini-solicitation process among the awarded vendors in their component areas. Vendors will be required to provide a statement of work and pricing based on their contracted services, which will be evaluated and scored by the user. Upon completion of this mini-solicitation process, schools will be able to secure services via a purchase order. This process is to ensure competition among the large number of vendors who have been awarded contracts as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

Theatre Development Fund has been withdrawn from this RA and will be presented at a later date.

Appendix A

	Awarded Vendors	Certified Blueprint Trainers	Component(s)	Estimated Annual/ Total Amount
	Component #1: Blueprint Trainers			
1.	Theatre Development Fund **Vendor withdrawn from this RA* 520 8th Avenue, Suite 801, New York NY 10018	**Marianna Houston, Judy Tate and Stephen DiMenna**	1	**$50,000 annual/ total/ $250,000**
2.	92nd Street Y/Dance Educational Laboratory 1395 Lexington Avenue, Harkness Dance Center, New York, NY 10128	**Ann Biddle, Deborah Damast, Martha Eddy, Jessica Nicoll, Joan A. Sax and John-Mario Sevilla**	1	**$50,000 annual/ total/ $250,000**
	Components: **#2 - Standards-Based PD Services for Arts Education** **#3 - Instructional Planning Support Services**			
3.	Center for Arts Education 225 West 34th Street, Suite 1112, New York, NY 10122	n/a	2	**$260,000 annual/ $1,300,000 total**
4.	92nd Street Y/Dance Educational Laboratory 1395 Lexington Avenue, Harkness Dance Center, New York, NY 10128	n/a	2	**$50,000 annual/ $250,000 total**
5.	Theatre Development Fund **Vendor withdrawn from this RA* 520 8th Avenue, Suite 801, New York NY 10018	n/a	2 & 3	**$50,000 annual/ $250,000 total**
6.	Henry Street Settlement 265 Henry Street, New York NY 10002	n/a	2	**$190,000 annual/ $950,000 total**

Item: 11

Description:

Professional development and direct student services for teaching elementary, middle and high school sciences.

REQUEST FOR AUTHORIZATION FOR SCIENCE PROFESSIONAL DEVELOPMENT (PQS #1C475) RA#3

Estimated Annual/Total Contract(s) Cost	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$100,000/ $500,000	Various including Tax levy & Reimbursable funds	5 years	Multiple Task Award Contract	Yes	Requirements
Vendor Name & Address	See Table Below for Awardees and Contract Data (Appendix A)				

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Angelica Infante, Deputy Senior Instrucational Manager	James E. Whitfield, Procurement Contract Manager
Teaching and Learning, Department of Sceience, Technology, Engineering and Mathematics	Division of Contracts and Purchasing (DCP)

	Vendors	Awarded Components	Estimated Annual Contract Amount
1	**It's About Time (Heff Jones Educational Division)** 1203 Flynn Road, Suite 250, Camarillo, CA 93012	1	**$25,000/Year** **$125,000 - Total**
2	**New York Botanical Gardens** 557 6th Street NW, Altoona, IA 50009	1	**$25,000/Year** **$125,000 - Total**
3	**City Parks Foundation** 525 W. 120th Street, Box 31, New York, NY 10027	1,2	**$25,000/Year** **$125,000 - Total**
4	**Wildlife Conservation Society** 271 Cambridge Street, Cambridge, MA 02141	1, 2, 3	**$25,000/Year** **$125,000 - Total**

Statement of Purpose

Approval is sought to enter into requirements contracts with the vendors listed above to provide science professional development and related services system-wide. These programs will be provided at the discretion of each participating school.

Discussion

This is the third set of awards proposed for comprehensive professional development services for various science programs for schools, central offices and school support organizations throughout the city.

Vendors were asked to propose for one or more of the following components:

- Component 1 – Professional Development services in Science
- Component 2 – Direct Services to Students
- Component 3 – Direct Services to Parent Groups

Proposals were scored based on the following Criteria: Program Plan (25 points), Demonstrated Effectiveness (25 points), Organizational Capacity (25 points) and Price (25 points). An evaluation committee of three former teachers who now are school administrators with the Department of Science, Technology, Engineering and Mathematics was established to insure that school needs were being met by the selected vendors. All proposal awardees demonstrated a strong capacity to provide services to our schools and a clear understanding of how their services would be implemented.

Fourteen vendors responded to the initial solicitation, and ten vendors were proposed for award under RA #1. One of the ten vendors subsequently withdrew, making the total number of contracts executed under RA #1 nine. Eleven proposals were submitted after the initial solicitation. Six vendors were recommended for award under RA #2, and another vendor withdrew, making the total number of executed contracts under RA #2 five; and the remaining five proposals were all recommended for award under this RA (#3), however, one vendor withdrew, making the total number of recommended awards under this RA (#3) four.

All awardees' hourly rates were analyzed for pricing comparisons. The hourly rates for the awarded vendors averaged approximately $240 per hour with a high end rate of $350 and a low of $144 for Professional Development, Student and Parent Group workshops with materials (Component 1 – Component 3). The proposed rates by the awardees were found to be fair and reasonable based on a comparison with rates charged by other awardees from earlier submission from the same solicitation.

The estimated annual contract amounts for the vendors were based the estimated minimum amount for a requirements contract of $25,000 because all of them had either no expenditures under their prior contracts or expenditures less than $25K, or the vendor had no history of providing science professional development or related services.

All vendors have undergone background checks which included the Excluded Parties List, the Uniform Commercial Code Lien Search, Vendex Advice of Caution, and the Vendor Watch List. No significant adverse information was revealed.

The MTAC process is the preferred procurement method as this process allows the DOE to award contracts for similar services to multiple vendors in order to meet demand for such services and to offer a choice among vendors.

Contracts for services are necessary because the Department does not possess the personnel to provide these services.

As a part of the MTAC process, all service requests over $25,000 must go through a competitive process for procurement of services. Users will be required to create a scope of services and conduct a mini-solicitation process among the awarded vendors in their component areas. Vendors will be required to provide a statement of work and pricing based on their contracted services, which will be evaluated and scored by the user. Upon completion of this mini-solicitation process, schools will be able to secure services via a purchase order. This process is to ensure competition among the large number of vendors who have been awarded contracts as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

Item: 12

Description:

Professional development services in special education and teacher training.

REQUEST FOR AUTHORIZATION
FOR SYSTEM-WIDE SPECIAL EDUCATION PROFESSIONAL DEVELOPMENT SERVICES (PQS #1C511) RA#6

Estimated Annual/Total Contract(s) Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$25,000/ $125,000 1 Awardee in Total	Tax levy & Reimbursable funds	January 1, 2010 – December 31, 2014 (5 years)	None	Multiple Task Award Contract Process	Yes	Requirements
Vendor Name & Address	The New England Center for Children					
	33 Turnpike, Southborough, MA 01772					
	Component #1 (Professional Development) - $25,000 per year; $125,000 in total					

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Angelica Infante, Deputy Senior Instrucational Manager	James E. Whitfield, Procurement Contract Manager
Achievement Office of Students with Disabilities and English Language Learners	Division of Contracts and Purchasing (DCP)

Statement of Purpose

Approval is sought to enter into a requirements contract with the vendor listed above to provide special education professional development services system-wide. Services will be provided at the discretion of each participating school.

Discussion

This is the sixth set of awards proposed pursuant to a Multiple Task Award Contract Process (fka Prequalified Solicitation (PQS)) for comprehensive professional development services for various special education programs conducted by the central offices and school support organizations throughout the city.

23 proposals were submitted, and 22 proposals were selected for award under RA's 1 through 5, and one is under this RA (#6). Proposals were scored based on the following Criteria: Program Plan (25 points), Demonstrated Effectiveness (25 points), Organizational Capacity (25 points) and Price (25 points). An evaluation committee of three former teachers who now are school administrators with the Achievement Office of Students with Disabilities and English Language Learners was established to insure that school needs were being met by the selected vendors.

The vendor has undergone a background check including the Excluded Parties List, the Uniform Commercial Code Lien Search, Vendex Advice of Caution, and the Vendor Watch list. No significant adverse information was revealed, and this vendor is considered responsible.

The hourly rates for this vendor average approximately $141 per hour for service, the hourly rate with current awarded vendors for similar services are $650 per hour. The rates are low for this vendor because the proposed programs provide instruction that is online and off-site. The proposed rates were found to be fair and reasonable based on a comparison with rates charged by other vendors who were previously awarded contracts under the same PQS.

The estimated annual contract amounts for the vendors in this RA were based on two primary factors: (1) for vendors who have never provided special education professional development to New York City schools, the estimated annual amount is $25,000; and (2) their history of providing services to the NYCDOE in other solicitations and programs. Since there is no history of this vendor providing services for special education, the minimum amount was awarded.

The MTAC process is the preferred procurement method as this process allows the DOE to award contracts for similar services to multiple vendors in order to meet demand for such services and to offer a choice among vendors.

A contract for services is necessary because the Department does not possess the personnel to provide these services.

As a part of the MTAC process, all service requests over $25,000 must go through a competitive process for procurement of services. Users will be required to create a scope of services and conduct a mini-solicitation process among the awarded vendors in their component areas. Vendors will be required to provide a statement of work and pricing based on their contracted services, which will be evaluated and scored by the user. Upon completion of this mini-solicitation process, schools will be able to secure services via a purchase order. This process is to ensure competition among the large number of vendors who have been awarded contracts as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

Item: 13

Description:

School Success Plan program which teaches self awareness and self management skills to 6th and 7th grade students.

REQUEST FOR AUTHORIZATION FOR PRINCETON-BLAIRTOWN CENTER MIDDLE SCHOOL SUCCESS PLAN

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$30,000	Private Grant	7/1/2009 – 6/30/2010	None	Vendor Named in Grant, per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Princeton Blairstown Center Inc.
	350 Alexander Street
	Princeton, NJ 08540

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Jean Mingot	Maxine Needle, Director of Grants
Manhattan ISC	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Authorization is requested to contract with the above vendor to provide a Middle School Success Plan program teaching self awareness and self management skills to 6th and 7th grade students.

DISCUSSION

Instructors from Princeton Blairstown Center will provide 166 students at Global Neighborhood Secondary School (GNSS) with activities that will teach students to make better choices, set personal goals, think critically, develop an understanding of individual and group responsibility and build positive communication skills. This program will occur every month on the 1st and 3rd Wednesdays for 6th graders and the 2nd and 4th Wednesdays for 7th graders.

The program includes 15-20 1.5 hour sessions that are held at GNSS and two 3-day/2-day night visits to Princeton Blairstown Center's Outdoor Education Center located in Blairstown, NJ. The campus has 10 cabins with facilities for 10-12 students. The students are separated by gender in different cabins. The students will attend the overnight trip at Blairstown Campus once in the Fall and once in the Spring. Parents/guardians and participants sign waivers for participation in the Blairstown programs. Completed health forms are also required for each participant who stays over at Blairstown.

The grantor's program is the Middle School Success Plan. A contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the initial grant award documents did not adequately name the vendor. Ultimately, new documents were generated that substantiate that the grant named the vendor to provide the named services at the stated amount.

The Contract Manager's office has experience with the vendor providing these services and confirms that they performed satisfactorily. DCP reviewed information regarding the vendor's background and found no derogatory information. The vendor is deemed responsible.

Pricing for the contract services was established by the grantor in the grant award.

Item: 14

Description:
Withdrawn

Item: 15

Description:

Extension of K-12 special education transportation and escort services. (2 contracts)

REQUEST FOR AUTHORIZATION

To enter into four-year contract extensions with I C Bus Inc. to provide special education transportation and escort services.

Contract Cost	Funding Source	Contract term	Procurement Method	Is Contract Retroactive	Contract Type
I C Bus, Inc. $10,427,067 estimated annual cost $41,708,269 estimated total cost	Tax Levy	July 1, 2010-June 30,2014	Section 1-03(b) Exception.	No	Requirements
I C Escorts, Inc. $6,251,136 Estimated annual $25,004,546 Estimated total cost					
Vendor Name & Address	I C Bus, Inc./I C Escorts, Inc 380 Chelsea Road Staten Island, New York 10104				

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Eric Goldstein, Chief Executive Officer	David Ross, Executive Director
Nutrition and Transportation	Division of Contracts & Purchasing

STATEMENT OF PURPOSE

Approval is sought to extend the below referenced contracts with I C Bus, Inc. to provide special education transportation and escort services. The extension will run four (4) years from July 1, 2010 through June 30, 2014. The estimated cost to the Department of Education over 4 years is $66,712,815.

Contract	Name	Service Type
0070	I C Bus, Inc. I C Escorts, Inc.	Special Education Escort Service

DISCUSSION

The Office of Pupil Transportation ("OPT") is responsible for providing and coordinating transportation services to and from school for eligible students in both public and non-public schools. Transportation services include stop-to-stop (general education) and door-to-door (special education) busing. Alternatively, the Department provides Metro Cards for use on public transportation.

Daily school bus transportation services are provided to approximately 160,000 students through almost 8,700 tinct daily bus routes. These include nearly 2,100 general education and over 4,600 special education routes for the regular school year, and 2,000 special education routes during the summer. The fleet used to provide these services is composed of approximately 7,800 buses (including spares) operated by 48 bus companies.
I C Bus, Inc. ("I C Bus") will operate 104 winter routes buses during the regular school year representing 1.64% of the total number of winter routes and 19 summer routes representing about .78% of the total number of

summer routes. The contract for these routes was assigned to I C Bus, an affiliate of Gotham Transportation, Inc. ("Gotham"), by Island Charter Inc. Gotham is a current school age bus service provider that has consistently provided satisfactory services to the DOE.

›st of the current regular school contracts were originally bid in 1979 and a subsequent group of school year general education contracts were bid in 1986. Smaller groups of summer special education contracts, a specialized contract for non-ambulatory handicapped pupils, and school year special education and general education contracts were bid in 1988, 1989, 1994 and 1995.

New York State Education Law § 305 permits extensions of contracts originally subject to competitive bidding requirements in Subdivision 14. Specifically, this Subdivision states: "...The requirement for competitive bidding shall not apply to annual, biennial, or triennial extensions of a contract nor shall the requirement for competitive bidding apply to quadrennial or quinquennial year extensions of a contract involving transportation of pupils..."

OPT and the Division of Contracts and Purchasing (DCP) believe that it is in the Department's best interests to extend a portion of the existing contracts for differing lengths of time while incrementally introducing competitive requests for bids. Accordingly, OPT and DCP engaged in discussions with representatives of current service providers. In these discussions, the Department sought partners to both hold the line on costs and agree to what we believed were significant but reasonable concessions.

In addition to the more favorable contract terms articulated in the table below, I C bus has agreed to reduce the fee for escort administration from 5% of the pass through costs to 2%; anticipated savings are $151,662 annually and $606,648 over the four year period. Price escalations will stay within the state prescribed Consumer Price Index (CPI) limits. The combination of generally better contract terms with modest price reductions (escort fees) and generally lower than average prices to begin with allow us to conclude that pricing is fair and reasonable. ɜ changes in contract provisions are as follows:

Category	Item	Current Extension Specification	Proposed New Extension Specification
Term of Extension	Term		4 year term
Vehicles	GPS	All vehicles and dispatch operations will be equipped with GPS and back-up cellular at no cost to the contractor.	At Director's sole discretion, all or a portion of the vehicles and dispatch operations may be equipped with a telematics system, including but not limited to global positioning system (GPS), automatic vehicle location (AVL) functionality, and/or back up cellular emergency equipment. To the extent that the Director requires that telematics system units be added to any vehicles and dispatch stations, DOE will bear all costs.
Vehicles	Vacillation in the Number of Vehicles	During the life of the extension agreements the contractor would be entitled to restoration of any vehicles deleted during this period and subsequently needed again.	At no time after October 30th of each Extension Year will the Contractor be entitled to restoration of any additional vehicle(s) previously deleted.
Vehicles	Vacillation in the Number of Vehicles	Director shall offer any 'additional' vehicle(s) to contractors in the relevant contractual item as determined by the order of contractors established as of August 24, 2004 (the "Pick Order"),	"Pick Order" for school year contracts updated on an annual basis as of August 24th of each year for 10 month contracts and as of June1st of each year for summer contracts

Vehicles	New Laws, Rules, Regulations or Safety Features	Contractor must comply promptly with Federal, State and local changes, *provided*, the BOE shall pay one-half (½) of the cost of compliance with any new or revised State and/or local driver and/or operational procedures and/or for the purchase and installation of new safety features and/or other equipment in compliance with any such State and/or local legal and/or regulatory changes	The Contractor will promptly and at no cost to DOE comply with all Federal, State or local laws, rules and/or regulations that are enacted, updated, revised or amended on or after July 1, 2010, except for: (1) Local Law 61 of 2009 regarding retrofitting of, and age limitations upon, diesel powered school buses; (2) Local Law 42 of 2005 regarding emissions control systems and ultra-low sulfur diesel fuel; and, (3) any possible requirement to install video cameras on school buses. The NYCDOE will bear the cost of the foregoing exceptions.
Vehicles	Vintage	Current term allows vehicles to be as old as 19 years	Terms were updated so that no vehicle can be more than 16 years old at the start of the Extension year (e.g., June 30, 2010, no vehicle can be of a model year before 1994).
Vehicles	Air Conditioning	Ninety percent of small vehicles are required to be air conditioned.	By June 30, 2010, all small vehicles are required to be air-conditioned except spare vehicles which must all be air-conditioned by May 1, 2011. (Any child with IEP requiring air-conditioning must have air-conditioned bus.)
Vehicles	Insurance	Contractor's base premiums in place from prior policy year March 1, 2003 are not re-evaluated for adjustment by the DOE's insurance brokerage firm.	On an annual basis the DOE reserves the right to re-evaluate and adjust bus contractors base premiums based on contractors actual loss experience.
Terms and Conditions	Termination for Convenience	No cancellation for convenience	Allows for cancellation by the NYCDOE for convenience upon 365 days advance notice.
Payment	Calculation for Escort Cost Reimbursement	NYCDOE currently pays for actual escort costs. (I.e. if an escort is required to work on any DOE holiday contractor is required to pay premium pay such as time and a half or double time).	NYCDOE will not pay for escorts who do not work on Chancellor's Day and will only pay the straight daily escort rate for escorts who work on Chancellor's Day.
Payment	No Payment for Escort on Days Not Operated	Contractors are compensated for escort service on days when contractor was required to provide service and service was cancelled. (e.g. snow day)	Contractor electing traditional escort pay method shall not be paid for escort services for a no service day. (Contractors electing full escort cost reimbursement option are paid if an escort reports to work and school is cancelled, e.g., snow day.)
Payment	Escort Administration Fee	Contractors making the election hereunder shall be paid an administrative fee for providing such escorts, which fee shall equal five percent (5%) of the Contractor's Escort Costs.	Contractor will reduce administration fee from 5% to 2%.

New Provisions		
Category	**Item**	**New Extension Specifications**
Payment	Claims for Payment Deadline	Invoices received any more than sixty (60) calendar days after the end of the month in which the service was rendered will be returned unpaid (except for court order, court judgment, DOE audit report, DOE error, or retroactive unemployment insurance rate changes).
Financials	Financial Statements	Within one hundred eighty (180) days after the end of the Contractor's fiscal year, the Contractor shall provide annually to the Director full and accurate copies of its annualized balance sheets, cash flow statements, statements of income and expenses and such other documents and records as the Director may reasonably request. All of the documents must be prepared by a Certified Public Accountant.
Terms and Conditions	Yearly audit and payment responsibility to pension and welfare funds	On at least an annual basis, the Contractor must submit to the OPT Director written confirmation that its pension fund and health/welfare fund liabilities have been audited and that there are no outstanding balances. If the Contractor is not subject to any requirements for pension fund and/or health/welfare fund contributions, the Contractor must submit to the OPT Director a written certification to that effect not later than September 30th of each Extension Year.
Terms and Conditions	IPSIG	As explained below, contractor must fully cooperate with the SCI designated Independent Private Sector Inspector General ("IPSIG") in order to be eligible to be awarded this Contract extension. Contractor must agree to an investigation and monitorship conducted by the IPSIG and must enter into a written investigation and monitorship agreement at its own and sole cost and expense with the IPSIG.
Terms and Conditions	Investigations	Section added to require the Contractor's cooperation with any governmental agency with appropriate jurisdiction in its investigations. It specifies terms under which cooperation and testimony must be given and penalties for any failure to comply.
Terms and Conditions	Conflicts of Interest	Section added to spell out what business and/or ownership interests any current or former Board or City employees may have with a contractor. It also prohibits gifts to Board officials/employees and details potential penalties.

Provisions removed from original contract and/or any extensions		
Terms and Conditions	Demographics	The NYCDOE shall not reduce the number of 'additional' vehicles held by the Contractor as of June 30th each extension year during the period of this Extension and Thirteenth Amendment Agreement, ***except*** in instances of decreases of student population affecting the Contractor's geographical service area(s) and/or type(s) of vehicle(s).
Terms and Conditions	Most Favored Nation Clause	The contractor's entitlement to any provisions offered in any extensions, amendments and/or Request for bids that provide favorable and/or more favorable terms, conditions and/or specifications to the Contractor.
Vehicles	New State and Local Laws, Rules, Regulations or Safety Features	Requires Contractors to undertake any new or revised State and/or Local procedures affecting school bus personnel or operations (*e.g.*, school bus personnel drug or alcohol testing, driver licensing or training procedures, *etc.*) or the introduction onto vehicles of new safety features or any other equipment (*e.g.*, increased seat-back padding, back-up beepers, stop arms, safety sensors, seat belts, *etc.)* with the DOE paying for one-half (½) of all compliance costs. (As noted above, the three exceptions to this are the following: (1) Local Law 61 of 2009 regarding retrofitting of, and age limitations upon, diesel powered school buses; (2) Local Law 42 of 2005 regarding emissions control systems and ultra-low sulfur diesel fuel; and, (3) any possible requirement to install video cameras on school buses. The NYCDOE will bear the cost of the foregoing exceptions.)

I C Bus is an affiliate of Gotham Transportation Corp. Investigations conducted by the United States Attorney's Office for the Southern District of New York, inter alia, resulted in the conviction of several former Department of Education Bus Inspectors on bribery, extortion and conspiracy charges based on the inspectors' having taken cash payments from a number of bus companies. Although one or more of the Companies were identified in timony as having participated in the above criminal activity, the US Attorney's Office has advised the Department that full assistance was provided in various ongoing investigations by a Company principal. In addition, the principal is willing to enter into a Monitoring Agreement (described below) in order to ensure the requisite business integrity of the Company.

In light of the foregoing and in order to move forward with a four year contract extension that will ensure the continuity of good service, successful management of operations and limit allowable cost increases, both companies will sign a Monitoring Agreement. This will include providing, at the sole expense of each company, an Independent Private Sector Inspector General (IPSIG) selected by the Special Commissioner of Investigation for the NYC School District (SCI) to monitor their commitment to the business integrity described in the Agreement(s).

The IPSIG will, inter alia, oversee compliance with City contracts, monitoring of employees' conduct, operations and training and conduct audits and investigations of payroll, expenditures and other financial records. The findings and conclusions of these audits and investigations will be reported in writing to the DOE and SCI.
Each company will be required to submit updated VENDEX forms and any other matters that should be of concern will be brought to the Panel's attention prior to execution of this contract. The advice provided by the US Attorney's office, prior satisfactory services, the monitoring agreement(s) and additional assurance provided by their commitment to operate under the scrutiny of an IPSIG allow us to find I C Bus responsible.

Item: 16

Description:

Add-on item. Pick-up and delivery of mechanics equipment, tools, parts, furniture, material, supplies, etc. from any DOE facility to various DOE sites.

REQUEST FOR AUTHORIZATION

Contract with A-1 Moving and Storage for Moving and Storage Services utilizing a DCAS contract

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$2,600,000	Tax Levy	July 1,2010 to October 3, 2010	No	DCAS Contract	No	Requirement
Vendor Name & Address	A-1 Moving and Storage Inc. DBA A-1 First Class-Viking					
	174 52nd Street 1st Floor					
	Brooklyn nY11232					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Volkert Braren, Program Director	Shelley Epstein
Division of School Facilities)	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Approval is requested use a Department of Citywide Administrative Services (DCAS) contract with A-1 Moving and Storage (A-1). The estimated cost of services will be $2,600,000 covering the period of July 1, 2010 through October 3, 2010.

DISCUSSION

The Department has had a contract in place with A-1 since August 2006 that expires August 2011. The Division of School Facilities (DSF) uses this contract for pick-up and delivery of furniture, equipment, tools, parts and supplies between DOE sites. The heaviest usage of this service is during the summer months when school moves are taking place. It is imperative that there is no disruption of service in order to meet the deadlines for school openings in September.

Effective July 1, 2010, the title Casual Mover for which the most recent prevailing wage was $12 per hour was eliminated from the prevailing wage schedule. As a result of this action, employees who were paid at the rate of Casual Mover prior to July 1, 2010 must now be replaced or paid using the title Furniture Mover-Helper, the latter paid at $17.08 plus hourly supplemental benefits of $13.55, for a total of $30.55 per hour. In total, this change in prevailing wages translates to an over 150% increase in what A-1 would be required to pay the primary title under the aforementioned contract.

Facing this extraordinary increase in costs, A-1 has said it is unable to continue to perform at the rates provided for in the DOE contract, which contract does not provide for adjustments relating to changes in prevailing wages. In contrast, the DCAS contract proposed above provides for an increase in rates specifically pegged to prevailing wages. In view of these circumstances, we believe it is in the best interests of the DOE to utilize the aforementioned competitively awarded DCAS contract for the period proposed, during which time we will evaluate alternative options for procuring services for the longer term.

A-1 Moving has provided satisfactory service to the DSF on its DOE contract and DSF is confident they will continue to provide satisfactory service on the DCAS contract.