Panel for Educational Policy
Contract Agenda
March 18, 2014

Item: 1 **Description:** Maintenance and support for the DOE's Contract Processing System (CPS).

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

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

Vendor Name	Estimated Annual Amount
Northrop Grumman Corporation, Integic Division	$86,980

Item: 2 **Description:** Advisory services relating to the Federal Communication Commission Educational Rate (E-Rate) program.

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

Division: Division of Financial Operations **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
TEL/LOGIC INC. d.b.a. E-RATE CENTRAL	$214,100

Item: 3 **Description:** Management of the New York City Science and Engineering Fair (NYCSEF).

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

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

Vendor Name	Estimated Annual Amount
The City University of New York (CUNY)	$349,989

Item: 4 WITHDRAWN

Item: 5 **Description:** Contract amendment for off-site document archiving, storage, retrieval, and destruction services.

Term: 6 months **Options:** None **Funding:** Tax Levy

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

Vendor Name	Estimated Annual Amount
Cityside Archives	$170,000

Item: 6 **Description:** Student support services including academic enrichment activities, leadership development, tutoring and homework assistance, parent development, individual, group, and family counseling. (RA #10)

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

Division: Office of Safety and Youth Development **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Bedford Stuyvesant Restoration	$30,000
Blue Engine	$30,000
Learning Leaders	$30,000
Man Up Global	$30,000

Item: 7 **Description:** Professional development services in special education and teacher training. (RA #3)

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

Division: Office of Special Education Initiatives **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Bank Street College	$50,000
HCHC, Inc.	$50,000
Learning Ally	$50,000

Item: 8 **Description:** In-person foreign language interpretation services to be used by both schools and the Translation and Interpretation (T&I) Unit of the Division of Family and Community Engagement (FACE).

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

Division: Division of Family and Community Engagement **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Geneva Temps	$808,917

Item: 9 **Description:** Support and technical assistance for schools implementing a community school strategy.

Term: 2 years **Options:** None **Funding:** City Council

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

Vendor Name	Annual Amount
New York City Community Learning Schools Initiative	$150,000

Item: 10 **Description:** Academic support for students at the Bronx High School for the Visual Arts.

Term: 1 year **Options:** 2 one year options **Funding:** NYSED

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

Vendor Name	Annual Amount
Rainbow After School Program, Inc.	$70,000

Item: 11 **Description:** Conflict resolution program for the students at the Coalition High School in Manhattan.

Term: 1 year **Options:** 2 one year options **Funding:** NYSED

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

Vendor Name	Annual Amount
SCAN-New York Volunteer Parent-Aides Association, Inc.	$70,000

Item: 12 **Description:** Professional development to the staff operating Adult Educational Learning Centers in the Bronx, Brooklyn, Manhattan and Queens.

Term: 1 year **Options:** 4 one year options **Funding:** NYSED

Division: Alternative Programs **Contract Type:** Full Value

Vendor Name	Annual Amount
Spez Co., Inc.	$134,000

Item: 13 **Description:** Professional development for schools that adapt the New York State P-12 common core learning standards.

Term: 1 year **Options:** None **Funding:** NYSED

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

Vendor Name	Annual Amount
UFT – Educational Foundation, Inc.	$1,223,646

Item: 14 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 7 years **Options:** None **Funding:** Various

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

Vendor Name	Estimated Annual Amount
No Tears Learning, Inc. DBA Handwriting Without Tears	$109,405

Item: 15 **Description:** BrainPOP's educational software product line.

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

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

Vendor Name	Estimated Annual Amount
BrainPOP	$41,000

Item: 16 **Description:** Kurzweil's educational software product line.

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

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

Vendor Name	Estimated Annual Amount
Kurzweil Educational Software	$25,000

Item: 1

Description:

Maintenance and support for the DOE's Contract Processing System (CPS).

REQUEST FOR AUTHORIZATION TO CONTRACT WITH THE INTEGIC DIVISION OF NORTHROP GRUMMAN CORPORATION FOR MAINTENANCE & SUPPORT OF THE CONTRACT PROCESSING SYSTEM

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$86,980 / $260,940	Tax Levy	Three Years	None	Negotiated Services	No	Requirements

Vendor Name & Address	Northrop Grumman Corporation, Integic Division 45 Broadway, 22nd Floor New York, NY 10006

Service Requestor / Contract Manager:	Division of Contracts & Purchasing Contact
Ray Burke Chief Administrator Division of Contracts and Purchasing	James McBride Chief Administrator Division of Contracts and Purchasing

PURPOSE

Authorization is requested to contract with the Integic Division of Northrop Grumman Corporation (Integic) for administrative support, maintenance, installation issue resolution, and server support for the DOE's Contract Processing System (CPS).

DISCUSSION

CPS is a contract management vehicle that provides edit controls, automatic notification, workflow processing, Contract Tracking System (CTS)/CPS data exchange, and a Comptroller/Corporation Counsel interface. CPS generates automatic notification e-mails at designated intervals in the contract approval and registration process and allows users to post the final agreement on a website for vendor acquisition via an email link to the web address. CPS also enables users to transfer the contract to the Omnibus Automated Image Storage and Information System (OAISIS) for registration with the New York City Comptroller's Office. CPS has eliminated 60 percent of the paper handling and manual procedures from the contract approval and registration process by providing automated data handling mechanisms and an electronic documents repository.

Northrop Grumman is the contractor for the City Comptroller's OAISIS system, a much larger and more complex system maintenance and development task than the DOE's CPS. Integic designed and built the CPS system primarily as a "front-end" or "interface" to OAISIS in 2000 and is uniquely capable of performing any maintenance or related services. Given the nature of the work, a negotiated services requirements contract is required until such time as the Comptroller's Office selects a different system and/or contractor for the functional needs currently met by OAISIS.

An estimated $260,940 will be required for CPS maintenance and support for fiscal years 2015 through 2017.

A request for a negotiated services contract was submitted to the Chancellor's Committee on Contracts and approved based on the New York City Comptroller's having predetermined the vendor.

Northrop Grumman's rates compare favorably to the rates of the previous contract and other contracts for similar services, including the City Comptroller's current contract. The vendor has quoted the DOE

approximately a 3.5 percent yearly increase in hourly rates over the course of the next three fiscal years, the same increase the Comptroller's Office is paying for the same labor categories. Accordingly, the pricing has been determined to be fair and reasonable.

A review of the vendor's background in the City's VENDEX, Vendor CIP Report, and EPLS – Fed Debar List revealed no significant adverse information. In addition, Northrop Grumman has provided satisfactory services to the DOE in the past. As such, the vendor has been determined to be responsible.

Item: 2

Description:

Advisory services relating to the Federal Communication Commission Educational Rate (E-Rate) program.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH E-RATE CENTRAL FOR THE PURCHASE OF E-RATE SERVICES

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$214,100 / $428,000	Tax Levy	Two Years	None	Negotiated Service	Yes	Requirements

Vendor Name & Address	Tel/Logic Inc. d/b/a E-Rate Central 400 Post Avenue, Suite 410 Westbury, NY 11590

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Jean Cherfils Associate Director Federal Projects / E-Rate Program Management	Charles Blair Procurement Analyst

PURPOSE

Authorization is requested to contract with E-Rate Central to provide technical support relating to the Federal Communication Commission Educational Rate (E-Rate) program.

DISCUSSION

The Schools and Libraries Program of the Universal Service Fund, commonly known as "E-Rate," is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to schools and libraries for telecommunications services and Internet access. School districts seeking discounts must apply to USAC annually. While the FCC frequently amends the E-Rate guidelines, requirements to which school districts must adhere currently include filing an annual technology plan, conducting a competitive procurement, retaining documentation for procurements, and keeping an asset inventory.

We require E-Rate Central to provide technical support to the DOE in activities pertaining to the DOE's participation in the E-rate program, such as preparation of applications, preparation of and filing E-Rate forms, preparation of status and ad hoc reports, and disbursement monitoring.

E-Rate Central was selected for this negotiated service because:

1. It was evaluated as the best value solution pursuant to a Request for Bids (RFB) but, subsequently, DOE decided to eliminate several components from the original solicitation, and the RFB was cancelled.
2. FCC/USAC requires that school districts file applications electronically on the USAC web site, but the DOE's application is too large for USAC software to handle, and hence DOE's application is filed by paper. E-Rate Central proprietary databases allow their clients to organize and analyze E-rate information pertaining to their district and allows clients to generate an identical replica of the SLD Forms used to submit funding.
3. The change in scope referenced in 1) above has caused delays. Given E-Rate Central's past work with the DOE's E-Rate program, they are most ready to begin the work.

4. Of the vendors interested in the work as demonstrated by submissions in response to the original bid, E-Rate Central is the only bidder with membership in the State E-Rate Coordinators Alliance (SECA), whose 98 individual members provide statewide E-rate coordination activities in 46 states and two U.S. territories.
5. NYSED offers all New York State school districts E-rate technical assistance through E-Rate Central. E-Rate Central reviews the majority of New York State school districts' technology plans, and is central to New York State Department of Education's technology plan tracking and administration.

A competitive procurement will again be attempted at the end of this contract engagement.

The estimated contract amount is based on hourly rates for an estimated amount of service hours during the contract period. The actual costs of the services to be provided will depend on the assignments given to the vendor. Proposed rates will vary per assignment but E-Rate Central has agreed that the pricing in this contract will not exceed the pricing in its previous contract. In those past solicitations, DOE utilized a New York State Office of General Services (OGS) contract mini-bid that resulted in awarded rates that were 12 percent lower than the OGS's awarded rates. Accordingly, E-Rate Central's prices have been determined to be fair and reasonable.

A background check using the City's VENDEX, Vendor CIP Report, and EPLS – Fed Debar List revealed no significant adverse information for E-Rate Central. The vendor has therefore been determined to be responsible.

Item: 3

Description:

Management of the New York City Science and Engineering Fair (NYCSEF).

REQUEST FOR AUTHORIZATION TO CONTRACT WITH CITY UNIVERSITY OF NEW YORK (CUNY) FOR THE NEW YORK CITY SCIENCE AND ENGINEERING FAIR

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$349,989	Tax Levy, Reimbursable	One Year (7/1/13 – 6/30/14)	None	Negotiated Services per Section 3-08 of DOE Procurement Policy & Procedures	Yes	Requirements

Vendor Name & Address	The City University of New York (CUNY) Office of Academic Affairs 16 Court Street, 3rd Floor Brooklyn, NY 11201

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Jessica Kaplan Senior Director Office of School Programs and Partnerships	Monique Darrisaw-Akil Executive Director Office of School Programs and Partnerships	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the City University of New York (CUNY) to manage the New York City Science and Engineering Fair (NYCSEF).

DISCUSSION

The New York City Science and Engineering Fair is the largest citywide high school research competition and is affiliated with the Intel International Science and Engineering Fair (Intel ISEF), the world's largest international pre-college science competition. NYCSEF provides a supportive, academic venue for students to present their original research, network with other high school students, and meet leading scientists and science professionals from around the metropolitan area.

The DOE will contract with CUNY to provide the following services for NYCSEF:

- Event coordination and implementation;
- Event organization and promotion;
- Event space, facilities, and food;
- Data and web management;
- Travel and room and board;
- Stipends for review committee members;
- Printing, supplies, and equipment; and
- Registration fees for ISEF.

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

This contract is retroactive as a result of the Office of School Programs and Partnerships (OSPP) awaiting final confirmation from the Division of Academics, Performance and Support (DAPS) and the

Central Budget Office regarding budget allocations needed to support the range of citywide science, technology, engineering and mathematics (STEM) programs that OSPP manages in addition to NYCSEF. OSPP has been working to formulate a variety of strategies and timelines for implementation of all citywide STEM programs.

The cost of the event has been reduced by $64,454, or 15.5 percent, largely through the elimination of professional development services that are now being developed and implemented by OSPP staff. Another reduction came from the elimination of the charge for the time of two individuals providing professional development services whose time will now be contributed in-kind. Also contributing to the decline is a reduction in the allocated time of the Special Projects Coordinator, resulting in a lower charge for salary and benefits. However, the hourly rates are $43.86 for the program coordinator, $28.72 for the special projects coordinator, and $18 for the project assistant, which compare favorably to rates changed for similar titles under other contracts with CUNY (R0957 - CUNY School Support Organization and R0727 - City College of NY). Thus CUNY's pricing has been determined to be fair and reasonable.

As a City agency, CUNY is exempt from a background review. The services provided under this contract have been satisfactory, so CUNY has been determined to be responsible.

Item: 4

Description:

WITHDRAWN

Item: 5

Description:

Contract amendment for off-site document archiving, storage, retrieval, and destruction services.

REQUEST FOR AUTHORIZATION TO AMEND A CONTRACT FOR OFF-SITE DOCUMENT ARCHIVING, STORAGE, RETRIEVAL, AND DESTRUCTION SERVICES

Estimated Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$170,000	Tax Levy	3/1/14 – 8/31/14	None	Amendment per Section 4-08(e) of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	Cityside Archives 499 Mill Rd. Edison, NJ 08837

Contract Manager	Lead Contract Officer	Division of Contracts & Purchasing Contact
Angela Russo Director Staten Island Archive Center (SIAC) Division of Financial Systems and Business Operations (FSBO)	Bill Goldband Chief Administrator Division of Financial Systems and Business Operations (FSBO)	Christopher Bennett, Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to amend a contract with Cityside Archives, Ltd. (Cityside) for off-site document archiving, storage, retrieval, and destruction services. This amendment will extend the contract term by six months at a cost not to exceed $170,000 and will allow the current and successor contractors the time necessary to transfer archived records.

DISCUSSION

The DOE has contracted with Cityside to furnish off-site records archiving, storage, retrieval, and destruction services since 2008. The single, 180-day option to extend the contract has already been exercised, extending the agreement term through February 28, 2014; the proposed additional extension is necessary to ensure continuity of services and to facilitate the transition to a new vendor that is currently awaiting approval for a successor contract.

Cityside has agreed to continue to provide services under the terms of the current contract for an additional six months, with a ten percent price increase for palletizing, retrieval, and box storage services, and excluding any increase on costs to move out of their facility.

The estimated budget for this amendment is based on historical expenditures. The cost of this contract amendment compares favorably to current market prices for these services, which are represented by the range of bids received in response to the recent RFB for these services, in which annual contract prices ranged from $221,360 to $765,727. Pricing for this extension has therefore been determined to be fair and reasonable.

A review of the City's VENDEX files and the Division of Contracts and Purchasing's own procurement and performance review files has determined Cityside to be a responsible vendor.

Item: 6

Description:

Student support services including academic enrichment activities, leadership development, tutoring and homework assistance, parent development, individual, group, and family counseling. (RA #10)

REQUEST FOR AUTHORIZATION (RA #10) FOR STUDENT SUPPORT SERVICES (MTAC R0898)

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$120,000 / $600,000	Various – Tax Levy & Reimbursable	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

	Vendor's Name & Address	Component(s)	Estimated Annual / Total Amount
1	**Bedford Stuyvesant Restoration Corp.** 1368 Fulton Street Brooklyn, NY 11216	6, 7	$30,000 / $150,000
2	**Blue Engine** 55 Exchange Place, Suite 603 New York, NY 10005	17	$30,000 / $150,000
3	**Learning Leaders** 80 Maiden Lane, 11th Floor New York, NY 10038	4, 14, 19	$30,000 / $150,000
4	**Man Up Global** 300 West 135th St., 9A New York, NY 10030	1, 6, 7	$30,000 / $150,000

Service Requestor	Division of Contracts and Purchasing Contact
Robert Weiner Chief Operating Officer Office of Safety & Youth Development	Joy Gentolia Director Instructional Services Procurement

PURPOSE

Authorization is requested on behalf of the Office of Safety and Youth Development (OSYD) to contract with the above-named vendors to provide direct student support services and to increase opportunities for educational enrichment. These programs will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools.

DISCUSSION

Student support services sought through this MTAC fall within 19 components as follows:

1) leadership development and civic engagement
2) individual counseling
3) group counseling
4) mentoring
5) recreation/sports
6) college/post-secondary planning
7) career awareness and the world of work
8) conflict resolution/peer mediation
9) violence prevention/student safety

10) bullying prevention
11) substance abuse and problem gambling prevention and intervention
12) Internet safety
13) school attendance improvement
14) family support services
15) tutoring/homework assistance
16) study/test-taking skills
17) academic skills enhancement
18) thematic projects
19) family literacy

These services may take place inside or outside of school during the school day, after school, or on non-school days.

Proposals were distributed to an evaluation committee that included instructional specialists, operations analysts, grant managers, and directors from OSYD. To ensure scoring consistency, a training session was conducted for all committee members in which they received an overview of the process and a scoring rubric. Proposals were scored based on the following criteria: program plan (35 points), organizational capacity (20 points), pricing (25 points), and demonstrated effectiveness (20 points). Successful vendors were required to achieve a minimum score of 80 points.

Ninety-three (93) vendors were recommended for contract awards under previous RAs and four are recommended in this RA.

A vendor can offer single workshops for a component or offer an à la carte menu of services covering the 19 components listed above. The table below shows the proposed and negotiated average hourly rates for each vendor. The negotiated average hourly rates range from $68 for programs by Man Up Global for a rite-of-passage program, in which students engage in activities geared to strengthen concentration and self-control, team building, leadership and personal growth activities, to $151 for Bedford Stuyvesant Restoration's program, which offers a combination of one-on-one and group advising to assist students in developing a post-graduation plan, setting goals, and preparing for post-secondary education. Variations in the hourly rates resulted from differing participant capacity, numbers of instructors, levels of instructors, and numbers of components/programs offered.

Negotiations resulted in an average cost savings of approximately 27 percent in program hourly rates to the DOE. DCP determined the vendors' pricing to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under the same solicitation.

Awarded Vendor		Proposed Average Hourly Rate	Negotiated Average Hourly Rate
1	Bedford Stuyvesant Restoration Corp.	$171	$151
2	Blue Engine	$93	$86
3	Learning Leaders	$361	$131
4	Man Up Global	$88	$68

The estimated annual contract amount of $30,000 for these vendors was based on the estimated minimum amount for new vendors with a student support services requirements contract.

Background checks, including VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System, found no significant adverse information. Therefore, all vendors have been determined to be responsible.

It is necessary to contract for these services because the DOE does not possess the expertise 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 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: 7

Description:

Professional development services in special education and teacher training. (RA #3)

REQUEST FOR AUTHORIZATION (RA#3) FOR SPECIAL EDUCATION PROFESSIONAL DEVELOPMENT SERVICES (MTAC R0915)

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$150,000 / $750,000	Various, including Tax Levy & Reimbursable Funds	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

Vendor Names & Addresses	See Table B.

Service Requestor / Contract Manager	Division of Contracts and Purchasing Contact
Loren Bohlen Executive Director Division of Students with Disabilities and English Language Learners	Lenon Ruiz Procurement Analyst Instructional Service Procurement

PURPOSE

Authorization is requested on behalf of the Division of Students with Disabilities and English Language Learners to contract with the vendors named below to provide special education professional development services. These contracts will be utilized to provide training and support to the school community in establishing strategies directed toward diverse learners in a general education setting.

DISCUSSION

The DOE is required to educate students with disabilities alongside their non-disabled peers to the maximum extent appropriate. Advances in teaching and learning for special education students have allowed educators to serve a wider range of students in general education settings than previously.

The services sought through this MTAC include professional development, coaching, and parent training organized into 12 components: 1) Least Restrictive Environment; 2) Integrated Co-Teaching; 3) Low Incidence Disabilities; 4) Bilingual Special Education; 5) Differentiated Learning; 6) Special Education Legislation and Regulation; 7) Assistive Technology; 8) Behavior Management; 9) Universal Design for Learning; 10) Response to Intervention; 11) Assessment; and 12) Autism.

Services will be provided at the discretion of participating schools or central offices operating on behalf of a school or consortium of schools.

Proposals were distributed to an evaluation committee that included former special education supervisors, assistant principals, a principal, special education school improvement specialists, and operations support from the Division of Students with Disabilities and English Language Learners. To ensure consistency, a training session was conducted for all committee members in which they received an overview of the process and a scoring rubric. Proposals were scored based on the following criteria: program plan (35 points), organizational capacity (20 points), pricing (20 points), and demonstrated effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Nine vendors were recommended for contract awards under previous RAs and three are recommended here.

A vendor can offer a single workshop for a component or offer an à la carte menu of services covering the 12 components listed above. Within these components, vendors offer PD, coaching, and parent workshops. The average negotiated hourly rates for the contracts proposed here range from $98 - $366.

Table A below shows the proposed and negotiated average hourly rates for each vendor. The negotiated rates range from $98 for HCHC's workshops on evidence-based instructional methods used to support students with Autism Spectrum Disorder in the areas of communication, sensory, social skills, and academic learning needs, to $366 for Learning Ally's workshops on differentiated learning, integrated co-teaching, the Universal Design for Learning framework and Response to Intervention tiers of instruction. Teacher effectiveness and active engagement of students will be addressed with modeling of the skills and strategies that teachers need to employ in their class. Learning Ally will also provide targeted follow-up and support at the conclusion of each workshop, providing access to support links, access to boards on teaming, video channels, modules, and assessment tools.

Negotiations resulted in an average cost savings to the DOE of approximately 20 percent in total program hourly rates. DCP determined the vendors' pricing to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

TABLE A			
Awarded Vendor		Proposed Average Hourly Rate	Negotiated Average Hourly Rate
1	HCHC, Inc.	$126	$98
2	Learning Ally	$499	$366
3	Bank Street College of Education	$326	$286

The estimated annual contract amount of $50,000 for these vendors was based on the estimated minimum amount for new vendors with a special education professional development requirements contract.

Background checks, including the Vendor CIP Report, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System, found no significant adverse information. Therefore, all vendors have been determined to be responsible.

It is necessary to contract for these services because the DOE does not possess the expertise 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 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.

TABLE B			
	Vendor's Name & Address	**Component***	**Estimated Annual / Total Amount**
1	HCHC, Inc. 585 Schenectady Avenue Brooklyn, NY 11203	12	$50,000 / $250,000
2	Learning Ally (formerly Recording for the Blind & Dyslexic) 20 Roszel Road Princeton, NJ 08540	2, 5, 6, 9, & 10	$50,000 / $250,000
3	Bank Street College of Education 610 West 112th Street New York, NY 10025	4, 5, & 12	$50,000 / $250,000

***Component Services:**

1 - Least Restrictive Environment
2 - Integrated Co-Teaching
3 - Low Incidence Disabilities
4 - Bilingual Special Education
5 - Differentiated Learning
6 - Special Education Legislation& Regulation
7 - Assistive Technology
8 - Behavior Management
9 - Universal Design for Learning
10 - Response to Intervention
11 - Assessment
12 - Autism

Item: 8

Description:

In-person foreign language interpretation services to be used by both schools and the Translation and Interpretation (T&I) Unit of the Division of Family and Community Engagement (FACE).

REQUEST FOR AUTHORIZATION TO PURCHASE IN-PERSON INTERPRETATION SERVICES USING A DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES (DCAS) CONTRACT

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$808,917 / $3,033,440 (Pro-rated)	Tax Levy	Five Years (12/1/12-11/30/17)	None	Citywide Administrative Services (DCAS) Contract Per Section 3-11 of the DOE Procurement Policy and Procedures	No	Requirements

Vendor Name & Address	Geneva Worldwide 256 West 38th Street, 10th Floor New York, NY 10018

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Kleber Palma Division of Family and Community Engagement Translation & Interpretation Unit	Matthew M Coffey Procurement Analyst

PURPOSE

Authorization is requested to obtain in-person foreign language interpretation services to be used by both schools and the Translation and Interpretation (T&I) Unit of the Division of Family and Community Engagement (FACE). The New York City Department of Education (DOE) will begin purchasing these services in March 2014 through an existing Department of Citywide Administrative Services (DCAS) contract, which was executed in December 2012. The services obtained through this contract will supplement those provided by The Big Word, Inc. (Big Word) under a separate DOE contract.

DISCUSSION

To comply with the requirements of the Individuals with Disabilities Education Act (IDEA) and other state and local laws, the DOE must provide on-site translators at due process hearings and, at no cost, a verbatim written transcript or electronic recording of those hearings for parents whose primary language is not English. T&I currently employs 30 translators in the nine mandated languages: Arabic, Bengali, Chinese, French, Haitian Creole, Korean, Russian, Spanish, and Urdu. However, T&I does not provide on-site interpretation nor does it provide translation services in languages other than the mandated languages listed above. Contracted vendors are therefore required to meet the heavy demand for these services.

The current vendor has not always been able to meet the high demand for on-site interpretation, including at certain high-profile public events such as Panel for Educational Policy meetings. As a result, the DOE sought bids from two vendors who currently have contracts for similar services with DCAS. Two separate solicitations were sent to each vendor: one for services to be used by T&I, the other for services to be used by schools. Both Geneva Worldwide (Geneva) and Accurate Communication (Accurate) provide on-site interpretation services in over 170 languages. Price quotes from Geneva and Accurate are listed on the following table.

ANNUAL PRICING ESTIMATES FOR T&I UNIT

	GENEVA	ACCURATE
TOTAL	$287,271	$293,770

ANNUAL PRICING ESTIMATES FOR SCHOOLS

	GENEVA	ACCURATE
TOTAL	$521,646	$540,360

In accordance with the procedures for using DCAS Citywide Language Services contracts, each vendor was required to submit price quotes with line-item pricing that must not exceed the prices listed in the awarded vendor's agreement. The quotes from both Geneva and Accurate complied with this provision; however, Geneva's hourly rates and overall estimated pricing was lower. As Geneva's prices do not exceed the prices under the DCAS contract, they have been determined to be fair and reasonable. Geneva's quoted price for T&I interpretation represents a 21% increase over Big Word's, while Geneva's quote for schools is 14% higher. This premium is necessary to meet the DOE's extraordinary demand for this service.

A review of VENDEX, the New York State Standard Debtor Search, and the federal and New York State debarment lists revealed no significant adverse information. DCAS also determined Geneva to be responsible as part of their contract process. Geneva has therefore been determined to be a responsible vendor for the purposes of this award.

Item: 9

Description:

Support and technical assistance for schools implementing a community school strategy.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH NEW YORK CITY COMMUNITY LEARNING SCHOOLS INITIATIVE (NYCCLSI) TO PROVIDE SUPPORT IN LAUNCHING A COMMUNITY SCHOOLS STRATEGY IN 16 SCHOOLS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Options Estimated Annual / Total Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$150,000	City Council	Two Years (7/1/12 – 6/30/14)	None	$150,000 / $300,000	City Council Allocation, per Section 1-03(c) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	New York City Community Learning Schools Initiative 52 Broadway New York, NY 10004

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Stephanie Keating Chief Administrative Officer Division of Operations	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 the New York City Community Learning Schools Initiative (NYCCLSI) to provide support and technical assistance to schools implementing a community school strategy. Six schools participated in the 2012-2013 school year and ten were added in 2013-2014, for a total of 16.

DISCUSSION

NYCCLSI will provide support and technical assistance by facilitating partnerships among the schools, non-profits, local businesses, and government agencies that connect vital services to these schools, making each the hub of its community. By meeting the health, safety, and social service needs of students, parents, and communities, the initiative will help improve student achievement.

NYCCLSI was launched in 2012 by the United Federation of Teachers (UFT) in collaboration with the New York City Council, the Partnership for New York City, and Trinity Wall Street, a non-profit that advocates for children in the public schools. In the 2012-2013 school year, funding for the NYCCLSI totaled $600,000. The UFT and the City Council each provided $150,000, and the Partnership for New York City contributed $300,000. For the 2013-2014 school year, the total funding is approximately $700,000, of which $150,000 is from the City Council and the balance is contributed by the Partnership for New York City, Trinity Wall Street grants, the United Federation of Teachers (UFT), and additional potential partners. This Request for Authorization covers the $150,000 allocated annually for FY13 and FY14 by the City Council for a total of $300,000.

Funding for the 2012-2013 school year was set aside to cover a portion of the costs for schools to seek out community partners in this work. It also provided funding for schools to offer professional development to staff in an effort to comply with their mission statement, and covered the associated

professional fees. Funding for the 2013-2014 school year covers a portion of the staff within NYCCLSI focused on this work, with the balance of the year's cost paid by the above-mentioned entities.

These Schools were chosen by the UFT based on selection criteria that included community school proposals, support from school staff for the program, and existing school resources. Funds will be used to help each school find local partners already providing such services and to create strategies that link them directly to students in school buildings whenever possible. Participating schools are listed below.

UFT COMMUNITY LEARNING SCHOOLS

Year 1 - 2012-2013 School Year

M030	P.S. 030 Hernandez/Hughes
K188	P.S. 188 Michael E. Berdy
K667	Sunset Park HS
X018	P.S. 018 John Peter Zenger
R450	Curtis HS
M346	Community Health Academy of the Heights in Manhattan

Year 2 - 2013-2014 School Year, schools from 2012-2013 plus:

X083	P.S. 083 Donald Hertz
X342	International School for Liberal Arts HS in BX
M001	P.S. 001 Alfred E. Smith
Q065	P.S. 65 - The Raymond York Elementary School
Q302	Queens HS for Information, Research & Technology
K335	P.S. 335 Granville T. Woods
K584	M.S. 584
R078	PS 78
R014	P.S. 014 Cornelius Vanderbilt
X014	PS 14

Services began in July 2012 and will end in June 2014. This contract is retroactive because of the time that was required for the newly established non-profit to clear the Mayor's Office of Contracts background check.

The Division of Operations has experience with the vendor providing these services and confirms that they have performed satisfactorily. The Division of Contracts and Purchasing has reviewed the vendor's background in the VCIP and VENDEX systems and found no significant adverse information. The vendor 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 allocation process.

Item: 10

Description:

Academic support for students at the Bronx High School for the Visual Arts.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH RAINBOW AFTER SCHOOL PROGRAM, INC. TO PROVIDE ACADEMIC SUPPORT TO BRONX HIGH SCHOOL OF VISUAL ARTS

Estimated Annual / Total Contract Amounts	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$70,000 / $210,000	New York State Education Department (NYSED)	One Year (7/1/13 – 6/30/14)	Two 1-Year Options to Renew	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Rainbow After School Program, Inc. 880 Thieriot Avenue, Suite 1F Bronx, NY 10473

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Angie Guo Senior Operations Manager Office of Safety and 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 Rainbow After School Program, Inc. (Rainbow After School) to provide overall academic performance support and prepare students for college at Bronx High School for the Visual Arts in Community School District 11 (Bronx).

DISCUSSION

Rainbow After School will provide youth and community development services to 85 students during the 2013-2014 school year. Students will engage in activities geared towards promoting sportsmanship, competition, and college readiness. Programs will include include cheerleading, track and field practice sessions and competitions, as well as college readiness preparation, which will include all aspects of the application process, including college tours. All planned activities are geared toward the improvement of students' overall academic performance.

This contract is retroactive because personnel changes in the program office delayed implementation of the work plan and budget, which required multiple revisions.

A review of the vendor's background in the Vendor Compliance Investigations and Performance (VCIP) report and VENDEX systems found no significant adverse information. This vendor 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 21st Century Community Learning Centers Grant specifically named this vendor for the amount stated above. To have these services provided by another party would be contrary to the grant. Pricing for the contract services was established as part of the grant submission and award.

Item: 11

Description:

Conflict resolution program for the students at the Coalition High School in Manhattan.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SCAN–NEW YORK VOLUNTEER PARENT-AIDES ASSOCIATION TO PROVIDE ACADEMIC SUPPORT IN COALITION HIGH SCHOOL

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$70,000	New York State Education Department (NYSED)	One Year (7/1/13 – 6/30/14)	Two 1-Year Options to Renew	$140,000	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	SCAN-New York Volunteer Parent-Aides Association 345 East 102nd Street, Suite 301 New York, NY 10029

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Angie Guo Senior Operations Manager Office of Safety and Youth Development	Robert J. 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 SCAN-New York Volunteer Parent-Aides Association (SCAN) to provide a conflict resolution program to the students at Coalition High School in District 4, Manhattan.

DISCUSSION

SCAN will provide participants with programs aimed at increasing the number of college-bound students through homework assistance, tutorial services based on teacher observations, student assessments, report cards and practice examinations. Through SCAN's Reach for the Stars program, students will develop literacy skills through writing, reading comprehension, oral presentations, and investigative research. In addition, a comprehensive sports and recreation program and will focus on developing healthful eating habits and integrating physical activity into students' lifestyles.

The contract is retroactive because personnel changes in the program office delayed implementation of the work plan and budget, which required multiple revisions.

A review of SCAN's background information revealed five cautions in VENDEX:

- The first caution is related to a 2008 investigation conducted by the Department of Investigation related to contracts with the NYC Administration for Children's Services (ACS), for which SCAN was a fiscal conduit in connection with their anti-gang youth initiative contract with the Mayor's Criminal Justice Coordinator's Office. ACS approved SCAN's corrective action plan and currently has a contract with SCAN.
- The second caution relates to a 2009 investigation by the Office of the Special Commissioner of Investigation of SCAN's FY09 Supplemental Education Services attendance and student progress reports. The case was closed without findings.

- The third caution relates to a request for documents by the DOE that determined SCAN erroneously billed $640 for days when a student did not receive service. DOE recouped these funds as a payment adjustment.
- The fourth caution indicates that SCAN had one of its licenses to operate a child care program (at 275 Harlem River Drive) revoked after the New York State Office of Family and Children's Services found some staff health records were not properly and accurately maintained. SCAN entered into a settlement agreement on this matter and the license was subsequently reinstated.
- The fifth caution indicates that, in 2011, the ACS's Office of Confidential Investigations investigated allegations of child abuse and maltreatment by two SCAN staff members. The investigation was closed without being substantiated.

There are no other adverse findings that should preclude SCAN from moving forward in the contracting process. SCAN has provided satisfactory services to the DOE and as such has 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 21st Century Community Learning Centers Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 12

Description:

Professional development to the staff operating Adult Educational Learning Centers in the Bronx, Brooklyn, Manhattan and Queens.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SPEZ CO., INC.

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Option Amounts	Procurement Method	Is Contract Retroactive?	Contract Type
$134,000	New York State Education Department (NYSED)	One Year (7/1/13 – 6/30/14)	Four 1-Year Options to Renew	$670,000	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Spez Co., Inc. 325 West 86th Street New York, NY 10024

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Jamal Scott Director of Operations/Grants Officer Office of Adult & Continuing Education	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Spez Co., Inc. (Spez) to provide professional development for the grant-funded English Language/Civics Program, as well as the Adult Basic Education and Literacy Services Program, awarded by the New York State Education Department's 2013-2018 Workforce investment Act Title II and Welfare Education Program.

DISCUSSION

Spez will collaborate with the Office of Adult & Continuing Education (OACE) to provide professional development for Adult Educational Learning Centers in the Bronx, Brooklyn, Manhattan, and Queens. These services will include professional development planning, full-day conferences, half-day teacher workshops, on-site professional development session and preparation of a close-out report.

Services began in July of 2013 and will continue through June of 2014, with four one-year options to renew. The contract is retroactive due to a delay in the grant award notification from NYSED and multiple revisions to the work plans and budgets. Contract options will be exercised only if grant funding is renewed.

A review of the vendor's background in the VCIP and VENDEX systems found no significant adverse information. The vendor 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 2013-2018 Workforce investment Act Title II and Welfare Education Program Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 13

Description:

Professional development for schools that adapt the New York State P-12 common core learning standards.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH THE UFT TEACHER CENTER

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$1,223,646	New York State Education Department (NYSED)	One Year (7/1/13 – 6/1/14)	None	Vendor Named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	United Federation of Teachers Educational Foundation, Inc. 52 Broadway, 18th Floor New York, NY 10004

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Morayo Tracey Oyemade Director, Contracts & Operations Division of Teaching & Learning	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the United Federation of Teachers (UFT) Educational Foundation, Inc. to support the UFT Teacher Center's professional development program. The program is designed to increase the academic achievement of all students by deepening teachers' content knowledge and improving teachers' skills. The Teacher Center operates in approximately 180 school-based sites throughout the five boroughs.

DISCUSSION

The Teacher Center's professional development program will assist schools as they adopt the New York State P-12 Common Core Learning Standards, data-driven instruction, and the new teacher evaluation and development system. Funds will also be used to provide instructional materials, equipment, and other professional resources that support professional development at the Teacher Center's school-based sites, including a number of low-performing schools. The selection of materials is determined by school-based advisory committees, and invoices and supporting documentation must be provided to render payment.

The contract will provide $660,046 for Other Than Personal Services (OTPS) and $563,600 for Personal Services (PS) expenditures. The OTPS amount will cover instructional supplies and materials for professional development sessions; computer and telecommunications equipment and services; rental, travel, and expense allowances; office furniture and equipment; consultants, trainers, presenters, and curriculum developers to develop and provide PD services; printing and advertising; and general office expenses. The PS expenditures include coverage for general program administration, including compensation and salaries for UFT Teacher Center personnel.

This contract is retroactive because NYSED provided contract award notification late in the fiscal year. Additional time was therefore required to plan the delivery of services.

The Division of Teaching & Learning has experience with the vendor providing these services and confirms they performed satisfactorily. DCP reviewed the vendor's background and found no significant adverse information. The vendor has, therefore, been determined to be responsible.

A competitive sealed bid was not done in this procurement and a contract for these services is necessary because the NYSED grant named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 14

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH NO TEARS LEARNING INC. TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual/Total Contact Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$109,405 / $765,835	Reimbursable, Tax Levy, City Council	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	No Tears Learning, Inc.- D/B/A Handwriting Without Tears 8001 MacArthur Blvd. Cabin John, MD 20818

Contract Manager	Lead Contracting Officer
Jennifer Davilla Director Instructional Materials Unit Division of Contracts and Purchasing	Ray Burke Chief Administrator Innovation and Vendor Resources Division of Contracts and Purchasing

PURPOSE

Authorization is requested to contract with the vendor referenced above to provide textbooks and ancillary materials to public and participating non-public schools.

DISCUSSION

No Tears Learning Inc. is the sole provider of a series of early childhood writing and literacy curriculum materials. These supplemental materials include workbooks and teacher guides for PreK-Grade 5 that enhance lessons and address general readiness, alphabet knowledge, and letter and number recognition, as well as counting, drawing, shapes, and colors. 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 customer. As such, pricing for these materials has been determined to be fair and reasonable.

A background check of No Tears Learning revealed no significant adverse information that would preclude the award of a contract. In addition, the vendor'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 contract usage by various public and non-public schools.

Item: 15

Description:

BrainPOP's educational software product line.

REQUEST FOR AUTHORIZATION TO PURCHASE BRAINPOP SOFTWARE

Annual / Total Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$41,000 / $287,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	BrainPOP LLC 71 W 23rd Street, 17th Floor New York, NY 10010

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Central Procurements Division of Contracts and Purchasing	Rachel Feinberg Chief Operating Officer Division of Academics, Performance and Support (DAPS)	Kay Robbins Procurement Analyst

PURPOSE

Authorization is requested to contract with BrainPOP LLC for the entire BrainPOP educational software product line on a requirements basis.

DISCUSSION

BrainPOP online curriculum-based software includes over 1000 short animated videos for students in grades K-12, covering subjects in science, social studies, English, math, engineering, health, art, and music. The BrainPOP line of products consists of BrainPOP Jr. (K-3), BrainPOP, BrainPOP Espanol, and BrainPOP ESL for English language learners.

BrainPOP is the sole provider of the software, so a Request for Bids is not practical.

BrainPOP is offering the DOE a discount of 20 percent off their software list price and has guaranteed that no customer will receive better pricing than the DOE; the prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

Background checks performed on BrainPOP LLC included a review of VENDEX, CTS, New York State Department of Labor, and the Federal Debarment List. No significant adverse information was identified. Accordingly, the vendor has been determined to be responsible.

Item: 16

Description:

Kurzweil's educational software product line.

REQUEST FOR AUTHORIZATION
TO PURCHASE KURZWEIL EDUCATIONAL SOFTWARE

Annual / Total Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$25,000 / $175,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Kurzweil Educational Software 17855 Dallas Parkway, Suite 400 Dallas, TX 75287

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Central Procurements Division of Contracts and Purchasing	Rachel Feinberg Chief Operating Officer Division of Academics, Performance and Support (DAPS)	Kay Robbins Procurement Analyst

PURPOSE

Authorization is requested to contract with Kurzweil Educational Systems, Inc. for the entire Kurzweil educational software product line on a requirements basis.

DISCUSSION

Kurzweil Educational Systems software includes comprehensive reading, writing, and learning software solutions for struggling readers and individuals with learning difficulties such as dyslexia and attention deficit disorder. Kurzweil software provides not only the tools students need to improve their reading speed and comprehension, but also the features that make it possible for them to learn and study independently.

Kurzweil Educational Systems, Inc. is the sole provider of Kurzweil software, so a Request for Bids was not practical. Kurzweil is offering the DOE a discount of 20 percent off their software list price and has guaranteed that no customer will receive better pricing than the DOE; the prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

Background checks performed on Kurzweil Educational Systems, Inc. included a review of VENDEX, CTS, New York State Department of Labor, and the Federal Debarment List. No significant adverse information was identified. Accordingly, the vendor has been determined to be responsible.