



**Department of
Education**
David N. Ross
Executive Director
Contracts and Purchasing

Committee on Contracts Agenda

The Department of Education's (DOE) Chancellor's Committee on Contracts (COC) has been asked for approval to enter into contract negotiations with the following organization(s) for the services described below. Other organizations interested in providing these services to the DOE are invited to indicate their ability to do so in writing to Jay G. Miller at 65 Court Street, Room 1201, Brooklyn, NY, 11201. Responses should be received no later than 10:00 AM, Tuesday, December 18, 2012. Any COC approval will be contingent upon no expressions of interest in performing services by other parties.

Items for Consideration:

1. SumTotal Systems, Inc.

The Division of Financial Operations seeks to extend Contract #9301381 with SumTotal, Inc. (SumTotal) to continue providing maintenance, support and hosting services to the DOE's Automated Time and Attendance System, Cybershift. This system serves over 13,000 employees by recording employee attendance, maintaining leave balances, managing leave requests, allowing for supervisor approvals, applying time-keeping rules to employees based on their specific job titles, and interfacing with DOE payroll systems.

Term: 2/1/13 – 1/31/15

Total Contract Cost Not-to-Exceed: \$2,932,814.98

2. St. Johns University

The Office of Teacher Recruitment and Quality (TRQ), Division of Human Resources and Talent is seeking an agreement with St. John's University to provide Master's coursework and certification services to alternate route teachers. The cost covers tuition for the Master's coursework and fees charged for field consulting services that are NYSED required components of the Master's program for alternate route teachers.

Term: 6/1/13 – 5/31/18

Total Contract Cost Not-to-Exceed: \$6,000,000
