I. Contracts For Meeting of the Panel for Educational Policy - Wednesday, December 16, 2015

Request for Proposals (RFP)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Development, programming and support of data reporting websites for Targeted Achievement Accountability Reporting Information System (TAARIS) data management modules.	$420,495	$1,860,015	5 years

Multiple Task Award Contract Process (MTAC)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Literacy professional development services (RA#6).	$4,100,000	$20,500,000	5 Years
Special education professional development services. (RA# 6)	$1,000,000	$5,000,000	5 years

Competitive Sealed Bid (RFB)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
IT hardware, networking equipment, servers and extended warranties for schools and central offices.	$36,917,046	$184,585,230	5 Years

Negotiated Services (NS)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Graduate courses in administration and supervision that will enable non-public school (NPS) principals to obtain School Building Leader (SBL) certification.	$3,210,669	$12,842,676	4 years
Negotiated Services Universal Prekindergarten Service	TBD	TBD	2 1/2 years
Professional development for school leaders and Executive Leadership Institute programs.	$1,770,000	$5,310,000	One Year
Training developed by Dr. Karen Mapp for professional development sessions on family engagement	$275,000	$275,000	1 year
Vision screening services for Community School students.	$200,000	$200,000	6 Months
Whole School reform with blended funding from an NYSED Grant as well as Tax Levy.	$905,300	$905,300	1 year

Amendment (AMD)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Amendment to a contract with United Way to add funding to cover the delivery of mental health services.	$17,204,508	$51,612,524	3 Years
Conversion of half day to full day UPK services.	TBD	TBD	1 year

Extension 4-07(b) (EXT4-07(B))

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
2 year contract extension of Education Logistics contract for maintenance of routing software for general and special education pupil transportation	$33,333	$66,666	2 years
Extend two contracts to provide professional development at transfer schools and programs at non-transfer schools that serve transfer students to meet the learning needs of over-age and under-credited students	$266,849	$266,849	One Year

I. **Contracts For Meeting of the Panel for Educational Policy - Wednesday, December 16, 2015**

Extension 4-07(b) (EXT4-07(B))

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Recording, reporting and transcription services for impartial due process hearings, conferences, and/or trials administered by the Impartial Hearing Office.	$900,000	$900,000	6 Months

Listing App Text Books (LAT)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Kits which include curriculum of textbooks, workbooks and flash cards for writing	$26,000	$182,000	Seven Years
Textbooks and ancillary materials	$195,000	$1,365,000	7 years
Textbooks and ancillary materials	$500,000	$3,500,000	7 years
Textbooks and ancillary materials	$66,000	$462,000	seven years
Textbooks and ancillary materials	$800,000	$5,600,000	Seven Years
Textbooks and teacher guides	$26,000	$182,000	Seven years
Textbooks, workbooks, and teacher guides	$121,600	$851,200	Seven years
Textbooks, workbooks, and teacher guides	$51,616	$361,312	Seven years

Sole Source Goods (SOG)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
ESRI mapping software	$30,000	$134,919	4 1/2 Years

Innovative Procurement Method (IPM)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Full- Day Universal Pre-Kindergarten Services	TBD	TBD	3 years
Half day Universal Pre-kindergarten services	TBD	TBD	1 Year
Head Start Full Day Services for Universal Pre-Kindergarten.	TBD	TBD	3 Years
Universal Pre-Kindergarten Service for Full Day	TBD	TBD	3 Years
Universal Pre-kindergatern Full Day Services.	TBD	TBD	3 Years

Listing App Software (LAS)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Educational software for schools.	$158,000	$1,106,000	7 years
Educational software for the schools	$49,000	$343,000	7 Years

City Contract (Other than Intracity) (X)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Purchase, rent and maintain mailing machines, scales, postage meters and associated products	$752,000	$3,760,000	5 Years

II. Contracts For Meeting of the Panel for Educational Policy - Wednesday, January 20, 2016

Request for Proposals (RFP)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
A web-based storefront that will offer schools a comprehensive shopping source for e-books to be accessed by students on multiple types of electronic devices.	TBD	TBD	3 years
Updating of data networks at schools and central offices based on DOE networking standards.	TBD	TBD	5 Years
Voice and data services to schools.	TBD	TBD	5 Years

Multiple Task Award Contract Process (MTAC)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Professional development for instructional technology services to assist with integrating computer technology into the instructional program (RA#2).	$60,000	$300,000	5 years
Professional development services in special education	$1,050,000	$5,250,000	5 years
Professional development services in special education.	$1,030,000	$5,150,000	5 years
Social Studies professional development and direct student services. (RA #3)	$60,000	$300,000	5 years
Student Support Services RA# 19	$90,000	$450,000	5 years
Student Support Services RA#17	$60,000	$300,000	5 years
Student Support Services RA#18	$90,000	$450,000	5 years

Competitive Sealed Bid (RFB)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Labor, material, and supervision required to test, maintain and/or install pneumatic air compressors, air-receiving tanks and associated systems.	TBD	TBD	5 years
Labor, materials, and supervision required to perform electrical work in school cafeterias.	TBD	TBD	5 yrs
Recording, reporting, transcription and related services for hearings held by the Impartial Hearing Office.	TBD	TBD	5 years
Repair and maintenance services for cafeteria and kitchen equipment	TBD	TBD	5 Years

Negotiated Services (NS)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Resources for schools, teachers, students and student's families to support science investigation and expanded science knowlesge.	$6,500,000	$6,500,000	1 year

Amendment (AMD)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Amendment to a contract for evaluation services for after school and youth development programs funded by the 21st Century Community Learning Centers Grant.	$706,970	$706,970	1 Year

II. Contracts For Meeting of the Panel for Educational Policy - Wednesday, January 20, 2016

Listing App Text Books (LAT)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Textbooks and ancillary materials	$146,000	$1,022,000	Seven years
Textbooks and ancillary materials	$237,000	$1,659,000	7 years

Sole Source Goods (SOG)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
HVAC training materials	$100,000	$100,000	1 Yr

Sec1-03(c) City Council (CIC)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Anti-Gun Violence Prevention Initiative	$80,000	$80,000	1 Year
Anti-gun violence prevention services	$120,000	$120,000	1 Year
City Council allocation for anti-gun violence prevention initiative.	$40,000	$40,000	1 year
City Council allocation for conflict resolution, violence prevention and youth development.	$80,000	$80,000	1 Year
City Council allocation for violence prevention, conflict resolution and youth development.	$80,000	$80,000	1 Year
City Council funded dropout prevention and intervention services in NYC High Schools	$167,000	$167,000	1 Year
Conflict resolution and anti-gun violence intervention.	$40,000	$40,000	1 Year
Conflict resolution and peer mediation funded by City Council for two schools in District 21, Brooklyn.	$80,000	$80,000	1 Year

Sec 1-03(b) Vendor Named in Grant (1-03(b))

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Title IIB grant to support the Math and Science Partnership	TBD	TBD	3 Year
Vendor was awarded as part of the 21st Century grant from NYSED to provide professional development to K095 & K228 in District 21.	$32,750	$32,750	1 year
Vendor will provide sports-based youth development programs in 3 schools under the 21st CCLC grant	$55,000	$55,000	1 Year

City Contract (Other than Intracity) (X)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Extension of the Westlaw contract to provide web-based comprehensive legal research.	$100,000	$100,000	10 Months

III. Contracts For Meeting of the Panel for Educational Policy - Wednesday, February 24, 2016

Request for Proposals (RFP)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Consolidate seven-node SONET design to a more efficient four-node design.	TBD	TBD	3 years
Evaluate mechanical and electrical conditions, offer repair methods, estimate costs for remediation work, and provide reports.	TBD	TBD	5 Year

Multiple Task Award Contract Process (MTAC)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Professional development for arts education.	$90,000	$450,000	5 years
Whole School Reform services.	$50,000	$250,000	5 years

Competitive Sealed Bid (RFB)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Classroom and art supplies.	TBD	TBD	5 years
Inspection and management of Asbestos Containing Building Materials (ACBM) in all DOE buildings, as mandated by the U.S. Environmental Protection Agency .	TBD	TBD	5 Years
Labor and materials required to repair and service security systems.	TBD	TBD	5 years
Labor and materials required to repair oil, gas and dual fuel burners	TBD	TBD	5 years
Labor, equipment and supervision for the provision of qualified persons holding F-01 Certificate of Fitness and/or the FDNY Certificate of Fitness for F-03 Public Assembly Safety Personnel	TBD	TBD	5 years
Labor, material and supervision required to maintain and install electrical systems.	TBD	TBD	5 Years
Labor, material needed to temporarily remove all the furniture and materials from schools to dispose of the damaged areas of the existing wood flooring.	TBD	TBD	5 years

IV. Contracts For Meeting of the Panel for Educational Policy - Wednesday, March 23, 2016 or later

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term

Request for Proposals (RFP)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Routine structural assessment report and sub-surface investigations at three locations affiliated with the Harbor School.	TBD	TBD	3 years
Special inspection services for maintenance and construction work performed by the NYCDOE on owned and leased properties citywide.	TBD	TBD	5 years

Multiple Task Award Contract Process (MTAC)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Arts education services	$85,000	$425,000	5 years
Professional Development for arts education	$30,000	$150,000	5 years
Refreshing and updating of data networks at schools and central offices; maintenance and installation of surveillance equipment in and around schools and central offices.	TBD	TBD	3 Years
Safe & Supportive Schools	$30,000	$150,000	5 years

Competitive Sealed Bid (RFB)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
Custodial supplies to facilities throughout New York City under the jurisdiction of the Department of Education	TBD	TBD	5 yrs
Financial/banking institutions to establish and maintain approximately 950 e-bank accounts for school custodian engineers to facilitate expenditures for custodian supplies citywide.	TBD	TBD	5 years
Labor, materials, and supervision necessary for inspecting, testing, servicing, and maintaining standpipe and sprinkler systems, which function as part of the fire safety system.	TBD	TBD	5 years
Provide and maintain the Dark Fiber infrastructure needed for the connectivity to schools and administrative offices for online instructional and administrative applications.	TBD	TBD	10 Years
Removal of asbestos-containing material (ACM) and replacement with non-ACM including encapsulation, sealing, structural containment, removal, and replacement of floor/ceiling tiles and pipe fittings, boilers and duct work insulation.	TBD	TBD	5 Year

Assignment (ASG)

Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term
CBOs to support the implementation of a community school approach that includes community school coordination, parent and community engagement, expanded learning and enrichment activities, and mental health services.	$26,086,547	$52,173,094	7/1/16-6/30/18

Panel for Educational Policy
Contract Agenda
December 16, 2015

Item: 1 **Description:** Development, programming and support of data reporting websites for Targeted Achievement Accountability Reporting Information System (TAARIS) data management modules.

Term: 5 years **Options:** 2 year option **Funding:** Reimbursable

Division: Division of Nonpublic Schools **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Zaphyr Technologies	$420,495

Item: 2 **Description:** Literacy professional development services (RA#6).

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

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

Vendor Name	Estimated Annual Amount
Teachers College Reading and Writing Project	$4,100,000

Item: 3 **Description:** Special education professional development services. (RA# 6)

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

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

Vendor Name	Estimated Annual Amount
Teachers College, Columbia University	$1,000,000

Item: 4 **Description:** IT hardware, networking equipment, servers and extended warranties for schools and central offices.

Term: 5 Years **Options:** two 2-year options **Funding:** Capital and Tax Levy

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

Vendor Name	Estimated Annual Amount
ASI System Integration	$14,110,684
LAYER 3 TECHNOLOGIES, INC	$920,795
Presidio Networked Solutions Group, LLC	$21,885,567

Item: 5 **Description:** Graduate courses in administration and supervision that will enable non-public school (NPS) principals to obtain School Building Leader (SBL) certification.

Term: 4 years **Options:** none **Funding:** US DOE Title IIA Grant

Division: Division of Nonpublic Schools **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Fordham University	$857,520
Manhattan College	$199,440
Mercy College	$326,700
St. John's University Office of Grants and Sponsored Research	$1,827,009

Item: 6 **Description:** Negotiated Services Universal Prekindergarten Service

Term: 2 1/2 years **Options:** Two 1--year or one 2-year **Funding:** Tax Levy

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

Vendor Name	Estimated Annual Amount
Arab American Family Support Center	TBD

Item: 7 **Description:** Professional development for school leaders and Executive Leadership Institute programs.

Term: One Year **Options:** Two 1-year Renewal **Funding:** Tax Levy and City Council

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

Vendor Name	Annual Amount
Council of School Supervisors & Administrators	$1,770,000

Item: 8 **Description:** Training developed by Dr. Karen Mapp for professional development sessions on family engagement

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

Division: Division of Family and Community Engagement **Contract Type:** Full Value

Vendor Name	Annual Amount
Scholastic, Inc	$275,000

Item: 9 **Description:** Vision screening services for Community School students.

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

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

Vendor Name	Estimated Annual Amount
Helen Keller International	$100,000
Optical Academy LLC	$100,000

Item: 10 **Description:** Whole School reform with blended funding from an NYSED Grant as well as Tax Levy.

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

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

Vendor Name	Annual Amount
Strategic Inquiry Consulting, LLC	$905,300

Item: 11 **Description:** Amendment to a contract with United Way to add funding to cover the delivery of mental health services.

Term: 3 Years **Options:** 1 Year **Funding:** AIDP Set-Aside & Tax Levy

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

Vendor Name	Annual Amount
United Way of New York City, Inc.	$17,204,508

Item: 12 **Description:** Conversion of half day to full day UPK services.

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

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 13 **Description:** 2 year contract extension of Education Logistics contract for maintenance of routing software for general and special education pupil transportation

Term: 2 years **Options:** none **Funding:** tax levy

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

Vendor Name	Estimated Annual Amount
Education Logistics, Inc.	$33,333

Item: 14 **Description:** Extend two contracts to provide professional development at transfer schools and programs at non-transfer schools that serve transfer students to meet the learning needs of over-age and under-credited students

Term: One Year **Options:** None **Funding:** Tax Levy

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

Vendor Name	Estimated Annual Amount
IDE Corp.	$24,894
Redesign LLC	$241,955

Item: 15 **Description:** Recording, reporting and transcription services for impartial due process hearings, conferences, and/or trials administered by the Impartial Hearing Office.

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

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

Vendor Name	Estimated Annual Amount
Ubiqus Reporting, Inc.	$900,000

Item: 16 **Description:** Kits which include curriculum of textbooks, workbooks and flash cards for writing

Term: Seven Years **Options:** None **Funding:** Reimbursable/Tax Levy

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

Vendor Name	Estimated Annual Amount
Don Johnston, Inc.	$26,000

Item: 17 **Description:** Textbooks and ancillary materials

Term: 7 years **Options:** none **Funding:** Reimbursable

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

Vendor Name	Estimated Annual Amount
Great Books Foundation	$195,000

Item: 18 **Description:** Textbooks and ancillary materials

Term: seven years **Options:** none **Funding:** reimbursable/ tax levy

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

Vendor Name	Estimated Annual Amount
Cong. Of Kaftor & Judaica Arts	$66,000

Item: 19 **Description:** Textbooks and ancillary materials

Term: 7 years **Options:** none **Funding:** Tax Levy / Reimbursable

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

Vendor Name	Estimated Annual Amount
Lab-Aids Inc.	$500,000

Item: 20 **Description:** Textbooks and ancillary materials

Term: Seven Years **Options:** None **Funding:** Remibursale/Tax Levy

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

Vendor Name	Estimated Annual Amount
Menucha Publishers	$800,000

Item: 21 **Description:** Textbooks and teacher guides

Term: Seven years **Options:** None **Funding:** Reimbursable/Tax Levy

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

Vendor Name	Estimated Annual Amount
Touchstones Discussion Project	$26,000

Item: 22 **Description:** Textbooks, workbooks, and teacher guides

Term: Seven years **Options:** None **Funding:** Reimbursable/Tax Levy

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

Vendor Name	Estimated Annual Amount
Lakeshore Equipment Company	$51,616

Item: 23 **Description:** Textbooks, workbooks, and teacher guides

Term: Seven years **Options:** None **Funding:** Reimbursement/Tax Levy

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

Vendor Name	Estimated Annual Amount
Mentoring Minds	$121,600

Item: 24 **Description:** ESRI mapping software

Term: 4 1/2 Years **Options:** None **Funding:** Tax

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

Vendor Name	Estimated Annual Amount
Enviornmental Systems Research Institute, Inc (ESRI)	$30,000

Item: 25 **Description:** Full- Day Universal Pre-Kindergarten Services

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

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 26 **Description:** Half day Universal Pre-kindergarten services

Term: 1 Year **Options:** 1 Year Option **Funding:** NYSED

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 27 **Description:** Head Start Full Day Services for Universal Pre-Kindergarten.

Term: 3 Years **Options:** 2 one year or 1 two year option. **Funding:** NYSED

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 28 **Description:** Universal Pre-Kindergarten Service for Full Day

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

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 29 **Description:** Universal Pre-kindergatern Full Day Services.

Term: 3 Years **Options:** 2 year option **Funding:** NYSED

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

Vendor Name	Estimated Annual Amount
Vendors To Be Determined	TBD

Item: 30 **Description:** Educational software for schools.

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

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

Vendor Name	Estimated Annual Amount
Teacher Created Materials	$158,000

Item: 31 **Description:** Educational software for the schools

Term: 7 Years **Options:** None **Funding:** Tax Levy Reimbursable

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

Vendor Name	Estimated Annual Amount
MOUSE Inc.	$49,000

Item: 32 **Description:** Purchase, rent and maintain mailing machines, scales, postage meters and associated products

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

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

Vendor Name	Estimated Annual Amount
Pitney Bowes Inc.	$752,000

Item: 1

Description:

Development, programming and support of data reporting websites for Targeted Achievement Accountability Reporting Information System (TAARIS) data management modules.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH ZAPHYR TECHNOLOGIES FOR TARGETED ACHIEVEMENT ACCOUNTABILITY REPORTING INFORMATION SYSTEM (TAARIS) DATA MANAGEMENT MODULES AND SUPPORT

Highest Annual / Total Estimated Contract Amount	Funding Source	Contract Term	Options	Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$420,495 / $1,860,015	Reimbursable	Five Years	One 2-Year Extension	$652,230	Request for Proposals (RFP)	No	Requirements

Vendor Name & Address	Zaphyr LLC dba Zaphyr Technologies 628 Route 10 West, Suite #14 Whippany, NJ 07981

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Michael Stoff Senior Supervisor Instructional Program and 21st Century Initiative Division of Nonpublic Schools (DNPS)	Caren Zayde Moncher Executive Director Division of Nonpublic Schools (DNPS)	Kay Robbins Procurement Analyst

PURPOSE

Authorization is requested on behalf of the Department of Nonpublic Schools (DNPS) to contract with Zaphyr Technologies for the development, programming, and support of data reporting web sites for Targeted Achievement Accountability Reporting Information System (TAARIS) Data Management Modules.

DISCUSSION

DNPS is required to collect student data and track student progress to meet mandated data reporting requirements associated with the use of Title I funds. Accordingly, DNPS requires the maintenance and development of data management modules, as well as the training, support, and web site management related to modules already in place, for which the DOE owns the source code.

An RFP for the maintenance and enhancement of the existing system was released to all vendors on the DOE's bidders list for computer and technology consulting and services, advertised in the City Record, and posted on the DOE's web site. The RFP emphasized the maintenance of the existing code as that code has already been developed, thoroughly tested, and put into production.

Two proposals were received and were evaluated by a three-member committee consisting of education administrators drawn from DNPS with 12, 12, and 30 years of experience working in various capacities, respectively. The committee used the following evaluation criteria: program plan (40%), organizational capacity (15%), demonstrated effectiveness (20%), and prices/charges (25%).

Although Quantilus offered lower apparent pricing, the evaluation committee considered Zaphyr's proposal superior because:

- Quantilus's proposed program plan entailed a complete redevelopment of the TAARIS system, which would not use the existing code and would consequently entail greater risk, as new system projects tend to have a significant failure rate.
- Quantilus's proposal did not address all of the RFP's required 19 components.
- Zaphyr staffed the project sufficiently with hours assigned to each element. In all, they proposed 26,044 hours for the work. While Quantilus was less expensive, the committee believed Quantilus's staffing of the project was too thin, particularly given the "complete rebuild" approach. For example, non-support staffing was not even one full-time equivalent, suggesting that the system could be built and eventually maintained with less than one programmer, a projection that the committee determined was unrealistic.
- In oral presentations, Quantilus stated staffing would be "scaled" to meet the project's needs, indicating the ultimate price paid for the system might be significantly higher than the price proposed.
- Much of Quantilus's proposal lacked detail and appeared generic, describing an approach that would be applicable in any RFP situation and was not specific to the TAARIS
- Zaphyr's proposal showed a clearer understanding of the RFP, particularly with respect to the workflow requirements, reporting, and change management.

Both proposers were given the opportunity to clarify their proposals and resubmit a best and final offer. Zaphyr resubmitted its proposal with a reduction in price of $461,700. Further negotiations with Zaphyr resulted in additional price reductions.

VENDOR	PROPOSED AMOUNT	BAFO AMOUNT	FINAL NEGOTIATED AMOUNT
Quantilus	$828,200	$765,820	NA
Zaphyr Technologies	**$2,415,900**	**$1,954,200**	**$1,860,015**

Zaphyr proposed hourly labor rates that ranged from $40 (estimated at 8,400 hours) to $115 (estimated 2,620 hours), which compares favorably with the rates of vendors awarded under the DOE's Information Technology Services Contracts (ITCS). While the top proposed hourly rate is 15 percent higher than the single rate under the current contract awarded in 2010, the proposed contract will allow for lower rates for different titles rather than a single "blended rate." Accordingly, pricing has been determined to be fair and reasonable.

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

Item: 2

Description:

Literacy professional development services (RA#6).

REQUEST FOR AUTHORIZATION (RA#6) FOR LITERACY PROFESSIONAL DEVELOPMENT (MTAC R0996)

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$4,100,000 / $20,500,000	Tax Levy & Reimbursable Funds	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

Vendor's Name & Address	Component
Teachers College Reading and Writing Project 525 West 120th Street, Box77 8th Floor Thorndike New York, NY 10027	1

Service Requestor / Contract Manager	Division of Contracts and Purchasing Contact
Jessica Kaplan Deputy Executive Director Office of Curriculum, Instruction & Professional Development Division of Teaching and Learning	Bryan E Hester Procurement Analyst Instructional Service Procurement

PURPOSE

Authorization is requested on behalf of the Division of Teaching and Learning to contract with Teachers College Reading and Writing Project (TCRWP) to provide systemwide literacy professional development services. These services will be provided at the discretion of participating schools, central offices operating on behalf of schools, or consortiums of schools.

DISCUSSION

To help ensure that its students achieve the higher standards in literacy that adoption of Common Core Learning Standards (CCLS) requires, the DOE must acquire professional development services for its teachers, leaders, coaches, administrators, and support staff. These services will increase literacy content and pedagogical knowledge, support the implementation of CCLS, and align resources to improve student achievement. These services will also support schools and learning communities as they plan and conduct effective instruction and professional development in literacy.

Contracted vendors will provide high-quality, needs-based, and CCLS-aligned professional development and support instruction for teachers and other staff covering kindergarten through 12th grade. Services will focus on literacy content, pedagogy, Citywide core curriculum programs, research, and best practices and will include institutes, workshops, seminars, coursework, conferences, walk-throughs, and intervisitations.

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

In response to the solicitation, vendors proposed for one or both of these focus areas: 1) Literacy Professional Development and 2) Literacy Consultants/Coaches.

Proposals were evaluated by a minimum of three evaluators. The evaluation committees included a principal, a teacher, senior instructional coaches, and program directors. Proposals were scored based on program plan (25 points), organizational capacity (25 points), pricing (25 points), and demonstrated effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Sixteen vendors were recommended for contract awards under previous RAs and one is recommended here.

The recommended vendors' services introduce shifts in pedagogy and provide direction on efficient and effective ways to use student data to inform instructional practices and improve student achievement. Professional development offerings will provide specific support to schools and teachers for implementing all or some components of reading and other components of literacy instruction in ELA and content area classrooms, including foundational literacy skills. Program delivery methods include customized workshops, support, and coaching.

Teachers College Reading and Writing Project offers a research-based, standards-aligned assessment-driven program of K-8 curriculum and year-long customized professional development in literacy instruction. TCWRP focuses on engaging the entire faculty of a school to improve leadership, teacher effectiveness, and student achievement in reading, writing, and content area literacy. Programs feature on-site PD days and off-site institutes, workshops and literacy coach courses for both large and small groups. Senior staff developers plan cycles of PD support with school leaders, demonstrate, scaffold, and develop best practices with instruction differentiated in response to student needs. This work will often take place in three "lab-site classrooms." Study groups accompany the lab sites, and these groups provide teachers opportunities to examine student work, to study patterns in data, and to co-author methods and curricula.

Teachers College's average hourly pricing of $236 per hour has been determined to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

The estimated annual contract amount was based on previous contract average expenditures for similar services.

As required, a comprehensive background check was performed on prime vendor Teachers College, Columbia University. Though VENDEX reports several cautions for Columbia University, Teacher's College is a separate entity with a distinct board that is connected with Columbia University via a contractual relationship. The DOE does not believe these matters should preclude an award of contract. Moreover, an evaluation from the Division of Teaching and Learning attests that Teachers College's performance under previous contracts has been satisfactory. Teachers College, Columbia University Reading and Writing Project has therefore been determined to be responsible with respect to this contract.

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: 3

Description:

Special education professional development services. (RA# 6)

REQUEST FOR AUTHORIZATION (RA#6) 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
$1,000,000 / $5,000,000	Various	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

Vendor's Name & Address	Components
Teachers College, Columbia University 525 West 120th Street, Box 151 New York, NY 10027-6696	1, 2, 4, 5, 6, 7, 8, 9, 10, 11

Service Requestor / Contract Manager	Division of Contracts and Purchasing Contact
Ron Eisenberg Administrative Education Officer Division of Specialized Instruction and Student Support	Bryan E Hester Procurement Analyst Instructional Service Procurement

PURPOSE

Authorization is requested on behalf of the Division of Specialized Instruction and Student Support to contract with Teachers College, Columbia University to provide special education professional development services. This contract 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 nondisabled 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 Multiple Task Award Contract (MTAC) solicitation 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 a senior instructional specialist, a former special education teacher, and a project director from the Division of Specialized Instruction and Student Support. 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.

Fourteen vendors were recommended for contract awards under previous RAs and one is 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.

Teachers College offers a comprehensive, customizable menu of research-based services for general and/or special education teachers and administrators to effectively support them in designing, implementing, and studying school-based instructional decision-making to support access for students with disabilities to the standards-aligned general education curriculum. Offerings focus particularly on literacy, both within the literacy block as well as across content areas (during mathematics, science, and social studies instruction). Programs incorporate on-site individual and small group PD and consultation for Leadership for Inclusive Schools with single and multiple-day workshops, institutes, and keynotes held on the Teachers College campus throughout the year. Schools and networks may select from 15 main topics ranging from "Collaborative Planning and Co-Teaching" to "Instructional Rigor and Technology Integration in the Classroom." Staff developers provide support via planning sessions, lesson modeling, classroom observations, assessments, and feedback sessions based on the differentiated needs of schools.

Teachers College's average hourly pricing was negotiated from $506 per hour to $351 per hour for a 30 percent price improvement. DCP has determined the pricing to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

The estimated annual contract amount was based on previous contract average expenditures for similar services.

As required, a comprehensive background check was performed on prime vendor Teachers College, Columbia University. Though VENDEX reports several cautions for Columbia University, Teacher's College is a separate entity with a distinct board that is connected with Columbia University via a contractual relationship. The DOE does not believe these matters should preclude an award of contract. Moreover, an evaluation from the Office of Specialized Instruction and Student Support attests that Teachers College's performance under previous contracts has been satisfactory. Teachers College, Columbia University has therefore been determined to be responsible with respect to this contract.

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: 4

Description:

IT hardware, networking equipment, servers and extended warranties for schools and central offices.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MULTIPLE VENDORS TO PROVIDE INSTRUCTIONAL TECHNOLOGY HARDWARE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$36,917,046 / $184,585,230	Tax Levy / Capital / E-rate	Five Years	Two 2-Year Extensions	147,688,184	Request for Bids (RFB) per NYC DOE Procurement Policy and Procedures §3-02	No	Requirements

Vendor Names	See Table 2 below.

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Joe Iacoviello Director Division of Instructional and Information Technology (DIIT)	Hal Friedlander Chief Information Officer Division of Instructional and Information Technology (DIIT)	Charles Blair Procurement Analyst Technology & Instructional Material Procurement

PURPOSE

Authorization is requested to contract with the vendors listed below to provide a variety of Instructional Technology (IT) hardware. These vendors will provide networking equipment and brand-specific servers, along with various other categories of related hardware, accessories, and warranties.

DISCUSSION

The New York City Department of Education (NYC DOE) has historically procured network hardware and servers through mini-bid competitions against New York State Office of General Services (OGS) contracts through separate solicitations. All of these contracts are set to expire this year. Ten classes of equipment and related warranties were requested under this solicitation. Seven of the ten classes are recommended for award here; the other three classes are still under review.

Bidders provided a discount off the list price for specific items in each class. In addition, they provided a single discount off the manufacturer catalog for miscellaneous items not listed in the bid blank, which constitute roughly 20 percent of items the NYC DOE might purchase from that manufacturer class during the contract. These awards will allow the NYC DOE the opportunity to leverage federal funding to provide and sustain an up-to-date technological infrastructure in the schools.

The Department expects that a significant portion of the costs for Classes 1, 3, 4, and 5 (classified as Category Two type services by the Federal Communications Commission (FCC) will be reimbursed through the E-rate Program, a Federal program administered by the Universal Service Administrative Company (USAC), subject to the oversight of the FCC. Beginning in E-rate funding year 2016 (Fiscal Year 2017), NYC DOE would potentially be eligible to receive a maximum aggregate amount of

approximately $100 million in E-rate funding requests over a five-year period for eligible Category Two services. A new contract for qualifying purchases must be in place by March 22, 2016, so that the NYC DOE will be eligible to receive E-rate funds during funding year 2016. The new contracts will start July 1, 2016, in order to ensure availability of hardware for the entire NYC DOE.

The Division of Contracts & Purchasing (DCP) collaborated with the Division of Instructional and Information Technology (DIIT) and the Office of Federal and State Regulatory Compliance (OFSRC) in writing the solicitation and bid blank price form in order to ensure that the documents cover NYC DOE's needs and are E-rate compliant. On June 26, 2015, a Request for Bids (RFB) was released to vendors on the NYC DOE's bidders list, submitted for advertisement in the City Record, made available via the NYC DOE's website and referenced in an FCC Form 470 which was posted on USAC's website. Bidders were required to submit pricing on hardware covering six tiers of networking equipment and four brand-specific servers, and to provide discounts off accessories and device warranties.

The classes requested in the solicitation are listed in Table 1 below. They are separated into categories of E-rate eligible and ineligible items.

TABLE 1

E-rate Eligibility	Class No.	Class Name
Eligible	1	Allot Communications
	2	Aruba
	3	Blue Coat
	4	Cisco
	5	F5
Ineligible	6	Websense
	7	Dell Server
	8	Hewlett Packard Server
	9	Lenovo Server
	10	Cisco Server

Both the RFB and the FCC Form 470 (a posting to USAC's website) were publicly available for 70 days prior to the September 4, 2015, due date for receipt of bids (bids were publicly opened on September 8, 2015) required by E-Rate guidelines. Nine responsive bids were received, including some for multiple classes. One of the nine bids contained two Non-responsive classes for failure to meet bid specifications. Two No-Bid's were received. Non award letters were sent and no protests were received.

Award is recommended to the selected vendors shown in bold on Table 2 below. All selected vendors provided the lowest responsive bids for their recommended class.

TABLE 2

Class No.	Requested Brand	Brand Offered	Vendor	Bid Amount	Award
1	**Allot Communications**	**Same**	**Layer 3 Technologies**	**$ 920,795**	**X**
1	Allot Communications	Same	ASI System Integration	$ 1,394,492	
3	**BlueCoat**	**Same**	**ASI System Integration**	**$ 7,116,063**	**X**
4	**Cisco Networking**	**Same**	**Presidio Network Solutions**	**$19,892,403**	**X**
4	Cisco Networking	Same	NWN Corporation	$20,207,104	
4	Cisco Networking	Same	ASI System Integration	$23,089,604	
5	**F5**	**Same**	**ASI System Integration**	**$ 2,557,338**	**X**
5	F5	Same	Presidio Network Solutions	$ 2,649,017	
5	F5	Same	Vandis	$ 3,399,867	
8	Hewlett Packard servers	Cisco	Presidio Network Solutions	$1,974,264*	
8	**Hewlett Packard servers**	**Same**	**ASI System Integration**	**$ 2,148,636**	**X**
8	Hewlett Packard servers	Dell	Custom Computer Specialist	$ 2,325,154	
8	Hewlett Packard servers	Hewlett Packard	ICP	$ 3,262,450	
9	Lenovo servers	Cisco	Presidio Network Solutions	$ 2,280,264*	
9	**Lenovo servers**	**Same**	**ASI System Integration**	**$ 2,288,647**	**X**
9	Lenovo servers	Hewlett Packard	Custom Computer Specialist	$ 2,385,507	
9	Lenovo servers	Lenovo	ICP	$ 2,538,010	
10	**Cisco servers**	**Same**	**Presidio Network Solutions**	**$ 1,993,164**	**X**
10	Cisco servers	Hewlett Packard	ASI System Integration	$ 2,190,198	
10	Cisco servers	Same	Custom Computer Specialist	$ 2,336,191	

*Non-Responsive

ASI supplied the only bid for Class 3 - BlueCoat with a discount of 25%. DCP requested a voluntary price reduction and after negotiations they increased their discount to 45%. The revised discount represents pricing which is equivalent to our existing contract procured through a New York State OGS mini-bid with multiple bidders.

DCP also reached out to vendors who did not respond to this class to determine why they did not bid. One vendor was on jury duty; one vendor stated they only bid on three other classes they thought they had the best chance to win; and one vendor expressed concern about the NYC DOE's interpretation of the financial requirements, believing that bidding on this class might jeopardize their chance of winning other classes on which they bid. Two vendors did not respond to DCP's inquiry.

Presidio Network Solutions offerings for Class 8 and 9 were deemed non-responsive. They offered substitute hardware that was evaluated by NYC DOE Subject Matter Experts (SME) and was deemed Non-responsive for the specific reasons noted below.

- No explanation of how the offered equivalent met the requirement was provided. (5.10 A)
- The blade servers offered will not fit into existing chassis and are incompatible. Accordingly, unfilled chassis would remain unfilled, and should the NYC DOE wish to update certain

services, we could so only by replacing an entire chassis, rather than individual blades. (5.10, D, i, ii)

- For existing servers, we currently use management software to control our server infrastructure that is not compatible with the offered Cisco product. (5.10, D, v)

The estimated contract amount for all classes is based on historical data. The awarded discounts for all contracts are equal to or greater than discounts traditionally obtained for the hardware. Accordingly pricing for these classes has been determined to be fair and reasonable and to represent the most cost-effective option.

A comprehensive background check was performed on all three vendors recommended for award. The following noteworthy information was found for the vendor ASI Systems Integration, Inc. ("ASI"). The Office of the Special Commission of Investigation for the New York City School District ("SCI") conducted an investigation concerning ASI's compliance with requirements contained in ASI's contract (#R071602) with the New York City Department of Education that personnel performing work at NYC DOE schools be fingerprinted and cleared by the NYC DOE Office of Personnel Investigations ("OPI"). While SCI initially determined that there was an instance where an ASI employee had performed work at DOE schools without having been cleared by OPI, the DOE determined that there were a handful of instances in which ASI personnel began working at NYC DOE schools before being cleared by OPI and ASI was not able to provide the clearance dates for some personnel. Ultimately, all individuals were cleared by OPI. ASI implemented a corrective action plan reflecting improved record-keeping protocols and monthly audits to confirm all personnel have been cleared by OPI. In light of the corrective actions taken by ASI, the DOE does not believe this matter precludes a determination that the vendor is responsible. No significant adverse information was revealed for the remaining two vendors; therefore, all three have been determined to be responsible.

Item: 5

Description:

Graduate courses in administration and supervision that will enable non-public school (NPS) principals to obtain School Building Leader (SBL) certification.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MULTIPLE INSTITUTIONS OF HIGHER LEARNING TO PROVIDE GRADUATE COURSES FOR SCHOOL BUILDING LEADER (SBL) CERTIFICATION TO NON-PUBLIC SCHOOL PRINCIPALS AND PROSPECTIVE PRINCIPALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$3,210,669 / $12,842,676	US DOE Title IIA Grant	Four Years (1/01/16 – 12/31/19)	None	Negotiated Service	No	Requirements

Vendor Names & Addresses	See Table B below.

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Eric Lynn Senior Instructional Program Specialist Division of Nonpublic Schools 21st Century Partners in Learning	Caren Zayde Moncher Executive Director Division of Nonpublic Schools 21st Century Partners in Learning	Kevin Humphrey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the vendors listed below for the provision of graduate courses in administration and supervision that will enable non-public school (NPS) principals and prospective principals to obtain School Building Leader (SBL) certification.

DISCUSSION

Title IIA of the New York State Education Law provides funds for professional development for the purpose of creating future school leaders. Pursuant to Section 2101 of Title IIA, funding is directed at programs that the local education authority may implement to increase the academic achievement of all students by improving teacher and principal quality and to ensure that all teachers are highly qualified.

A competitive RFP was released January 17, 2014 seeking graduate colleges and universities offering New York State approved degree programs. The program would provide graduate courses in administration and supervision that will enable non-public school (NPS) principals and prospective principals to obtain School Building Leader (SBL) certification.

Prior to registering contracts pursuant to that RFP, it was determined that the evaluation criteria listed in the RFP were not consistent with the evaluation criteria used to assess proposals, which constituted a violation of the DOE Procurement Policy and Procedures (PPP). It was determined that, as a consequence of this error, the contracts could not be awarded pursuant to the RFP as intended, and that a different procurement method is necessary to award them.

In an effort to put contracts in place to pay vendors currently providing services and prevent any disruptions in service, the prior contracts were extended for the period of 12 months ending December 31, 2015. For the continuation of these services beyond the extension period, the DOE determined that a Negotiated Services procurement method would be in its best interest, since the delay incurred as a result of the aborted RFP created a time-sensitive situation in which candidates currently enrolled in programs at the colleges/universities need to matriculate and/or enroll in classes, and invoices need to be settled.

The DOE will obtain the same pricing proposed under the RFP, which was previously approved and determined to be fair and reasonable. Costs are based on the discounted tuition rates which were

proposed under the above mentioned RFP and range from $554 to $794 per credit. These rates represent a significant discount from the institutions' respective published rates for graduate students, as outlined in the table below. For years three and four of the contract, the tuition rates will be adjusted by the percentage change in the Consumer Price Index. In addition, each school has agreed to include the cost of textbooks and application fees in its per credit price, providing further savings to the DOE.

TABLE A. VENDOR RATES			
Vendor	**Published Rate / Credit**	**DOE Rate**	**Discount**
Fordham University	$1,302	$794	39%
Manhattan College	$865	$554	36%
Mercy College	$828	$726	12%
St. John's University	$1,145	$676.67	41%

A comprehensive cost analysis performed for Fordham and St. John's, each of which has a total contract value of over $3 million, found that proposed tuition rates are discounted significantly from their standard published rates. Although they each increased their rates from the prior contract, each school's rate increase is below the average College CPI increase of 4.6 percent for the same period. The proposed discounted tuition rates offered by these two schools have therefore been determined to be fair and reasonable. The discounts offered by Manhattan College and Mercy College provide the basis to determine their prices also to be fair and reasonable.

Listed below are the proposed contractors, estimated enrollments, and estimated contract amounts, based on a maximum of six credits earned per student per semester.

TABLE B. ESTIMATED ENROLLMENTS AND CONTRACT AMOUNTS						
College / University	**Per Credit Rate**	**Estimated No. of Credits per Student Annually**	**Annual Tuition per Student**	**Estimated Enrollments**	**Total Annual Estimated Amount**	**Total Estimated Four-Year Amount (1/01/16 – 12/31/19)**
Fordham University 113 West 60th Street, Room 1108 New York, NY 10023	$794.00	18	$14,292	60	$857,520	$3,430,080
Manhattan College 4513 Manhattan College Parkway Bronx, NY 10471	$554.00	18	$9,972	20	$199,440	$797,760
Mercy College 555 Broadway Dobbs Ferry, NY 10522	$726.00	18	$13,068	25	$326,700	$1,306,800
St. John's University 8000 Utopia Parkway Newman Hall, 3rd Floor Jamaica, NY 11439	$676.67	18	$12,180	150	$1,827,009	$7,308,036
		TOTALS	**$49,512**	**255**	**$3,210,669**	**$12,842,676**

Background checks on these four vendors revealed the following noteworthy information:

Fordham University

- Information gathered from the vendor's disclosures in VENDEX dated 02/04/2014, and the VENDEX Caution database reveals that various New York City agencies have issued summonses for violations of the fire code, vehicle and traffic law, building code, and street sanitation regulations, among others, resulting in judgments or liens being filed. Documentation received shows that, except for one awaiting a decision by the Office for Civil Rights, all matters have been resolved.
- VENDEX also reports that Fordham has been the subject of "multiple investigations by various government entities (during the time period) 2009-2015, including the NYS Division of Human Rights, EEOC, ECB, the Office of Civil Rights, and the NLRB regarding Sex, Race, Religion and Disability Discriminations." Of the 18 matters listed, all have been resolved.

In light of the vendor's size, which encompasses multiple sites throughout NYC representing ten colleges, more than 15,000 students, and 1,000 faculty members, the DOE does not believe these matters to be out of the ordinary. Therefore, the DOE does not believe this information precludes a determination that the vendor is responsible.

Mercy College

VENDEX contains a caution indicating multiple investigations by various government agencies including the New York State Attorney General, New York State Division of Human Rights, EEOC, OSHA, and New York State Department of Labor. The caution relates to 11 investigations, all of which are now closed with no adverse findings against Mercy College. Nine were resolved in favor of Mercy College (four by the U.S. DOE, three by the EEOC, and two by the New York State DHR), and the two cases with the New York State Attorney General were listed as closed and settled, respectively. In light of the resolution of the matters reported in the caution and the size of Mercy, which includes 194 professors and 5,547 students at four campuses, the DOE does not believe the information reported precludes a determination that the vendor is responsible.

St. John's University (SJU)

VENDEX contains a caution indicating that in 2010, St. John's contacted the Queens County District Attorney's Office (DA) after an internal investigation found indications of possible fraudulent activity by a university employee. The DA ultimately indicted the former employee on allegations of embezzlement and the president of SJU resigned after the charges were filed. The U.S. Attorney's Office, in collaboration with the FBI and the IRS, also initiated a criminal investigation that resulted in federal charges involving indentured servitude, attempted solicitation of bribes, and tax fraud. The former employee committed suicide prior to the completion of the federal trial. As the matter relates to the actions of a single employee, now deceased, and were uncovered in part due to St. John's own internal investigation, the DOE does not believe this matter precludes a determination that the vendor is responsible.

No noteworthy information was revealed for Manhattan College.

Accordingly, all four vendors have been determined to be responsible.

The Committee on Contracts approved this contract at its September 18, 2015 meeting on the basis of the necessity of offering these services to nonpublic schools.

Item: 6

Description:

Negotiated Services Universal Prekindergarten Service

Item: 7

Description:

Professional development for school leaders and Executive Leadership Institute programs.

REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT FOR SCHOOL LEADERS AND EXECUTIVE LEADERSHIP INSTITUTE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$1,770,000 / $5,310,000	Tax Levy / City Council	One Year (7/01/15 - 6/30/16)	Two 1-Year Renewal Options	$3,540,000	Negotiated Service	Yes	Full Value

Vendor Name & Address	Council of Supervisors and Administrators 40 Rector Street, 12th Floor New York, NY 10006

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Gerald Augustin Contracts Manager Division of Teaching & Learning	Morayo Tracey Oyemade Director of Contracts Division of Teaching and Learning	Kevin Humphrey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the Council of Supervisors and Administrators (CSA) to provide professional development for the Executive Leadership Institute (ELI) program at an annual amount not to exceed $1,770,000. The DOE will provide $1,000,000 and City Council allocations will provide $770,000 in funding for these services.

DISCUSSION

The CSA is the collective bargaining unit for 6,000 principals, assistant principals, supervisors, and education administrators who work in the New York City public schools and 200 directors and assistant directors who work in City-subsidized Centers for Early Childhood Education (ECE). The CSA also provides professional development (PD) for its members through the Executive Leadership Institute (ELI), a nonprofit branch of the union and the PD arm of the CSA. CSA has been working with schools in New York City as well as districts across the country since 1968.

A contract for these services is necessary because the DOE's labor agreement with the CSA includes a provision for such a contract and a Memorandum of Agreement with the CSA requires the DOE to fund training for CSA members. Moreover, the City Council has specifically named the CSA as the vendor to provide a portion of this training and has allocated a budget of $770,000 for the ELI.

The CSA will be required to submit an annual work plan and corresponding budget prior to the start of services in each renewal year to ensure compliance with program requirements. The work plan and budget will be subject to review and approval by the Division of Teaching and Learning. The DOE has sole discretion to renew this contract each year and renewal will be contingent on future City Council allocations.

The DOE-funded portion of the CSA's PD offerings include services provided under three programs: the School Based Intermediate Supervisors Institute (SBSI), the Advanced Leadership Program for Assistant Principals (ALPAP), and single-topic workshops. SBSI provides workshop series to meet the educational leadership and professional development needs of new, first-year, and second-year assistant principals

and New York City funded Early Childhood Directors. ALPAP is an innovative PD program that focuses on providing effective assistant principals with the advanced leadership skills needed to serve as effective principals. To participate, APs must submit an application and recommendations from their respective principals and superintendents. In addition, an array of single-topic workshops are provided to meet the various needs of all SCA members and cover practical skills such as improving instruction, honing management skills, and improving time management skills.

Using City Council grant funding, with blended funding through the New York State Education Department (NYSED) Aid to Localities, the CSA also provides mentoring/coaching for approximately 240 newly assigned and first-year assistant principals who participate in the 2015-16 SBISI workshops. The mentoring/coaching program is anchored by a select group of retired principals and assistant principals, each with a distinguished history of service in the New York City public school system.

These programs are provided at the CSA's five Educational Leadership Centers, each of which provides a collegial place to engage school leaders in activities designed to meet both individual and group needs. Activities are designed and led by exemplary retired principals and include seminars, workshops, networking opportunities, research and study groups, on- and off-site individual consultation, and opportunities for technical support. Training includes online materials and other resources.

The Committee on Contracts approved this negotiated services contract on November 13, 2015, basis of service continuity.

Out of the $1,770,000 annual contract amount, the DOE is responsible for $1,000,000. DCP's Cost Price Analysis unit reviewed CSA's prices and, in light of the static total cost, has determined that the associated costs of the program were in line with the previous contract and are fairly presented in all areas. The remaining balance of $770,000 is covered by City Council allocations and represents an increase of $150,000 from the previous budgeted amount of $620,000. The larger amount covers an increase in the number of mentors from 34 to 40 and the number of assistant principals from 140 to 240. Pricing has therefore been determined to be fair and reasonable.

The Division of Teaching and Learning has confirmed that CSA performed satisfactorily under its prior contract for similar services. DCP reviewed its own procurement and performance review files, VENDEX files, and public records and found no significant adverse information. Therefore, CSA is determined to be responsible with respect to this work.

Item: 8

Description:

Training developed by Dr. Karen Mapp for professional development sessions on family engagement

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SCHOLASTIC, INC. TO PROVIDE TRAINING TO SCHOOL LEADERS

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$275,000	Tax Levy	One Year (7/1/15 – 6/30/16)	None	Negotiated Services	Yes	Full Value

Vendor Name & Address	Scholastic, Inc. 557 Broadway, 6th Floor New York, NY 10012

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Lashanta Baptiste Director of Operations Division of Family and Community Engagement	Yolanda Torres Executive Superintendent Division of Family and Community Engagement	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Scholastic, Inc. (Scholastic) to provide Dual-Capacity Building Framework for Family-School Partnerships training to school leaders focused on teaching school communities to work together in developing family engagements plans.

DISCUSSION

New York City Department of Education (DOE) Office of Community Schools determined that effective parent and caregiver engagement was necessary for parents and caregivers to partner with schools in educating their children, improving academic achievement, as well as engaging community partners. To implement these initiatives, dual-capacity building is required. Scholastic's Family and Community Engagement Professional Learning was selected for their Dual Capacity-Building Family Engagement workshops designed by Dr. Karen Mapp, as she is the preeminent family engagement scholar and practitioner nationally. Dr. Mapp is currently the only source of this type of training that includes capacity building both for school staff (administrators and teachers), as well as parents in order to change the traditional mindset around family engagement. Thus the need for a Negotiated Service.

The DOE implemented the Dual Capacity model in 120 community schools, with hands-on, interactive workshops designed to inspire teachers and families to form learning partnerships that will enhance student performance and enable systemic school advancement. Series One, *Building Family Engagement Capacity at the School Level*, consists of the three workshops focused on helping school administrators and staff build partnerships with families to support learning. Each cohort of 30 participants will be required to attend each of the following workshops over the span of the 2015 – 2016 school year:

- Workshop 1 – Redesigning Family Engagement – The Essential Ingredient
- Workshop 2 – Designing Family Engagement Events
- Workshop 3 – Engaging Families in Learning Throughout the School Year

In addition, Scholastic will provide administrative support for implementing and managing the initial launch, collaborate with DOE leadership to create clearly defined benchmarks and evaluation tools, provide technical support for event implementation, document best practices utilized during the series, and facilitate Dr. Mapp's participation in the NYC launch event.

This request is retroactive because it was deemed beneficial to both the teachers and parents that services began in October 2015, at least one month before DOE's parent teacher conferences. This would allow participants to use the knowledge gained from the workshops in a practical and timely manner.

Workshops are offered by Scholastic at a rate of $2,291.67 per hour for 30 participants, or $76.39 per hour per participant. This rate compares favorably to the rates currently contracted through the MTACs for Professional Development for Services to Promote Safe and Supportive School Communities, as well as Educator Professional Development and Capacity Building, which range from $42.46 per hour per participant to $164 per hour per participant. On this basis, Scholastic's rate has been determined to be fair and reasonable.

The Chancellor's Committee on Contracts (COC) approved contract negotiations for this work on November 17, 2015. DCP's search of VENDEX, the federal debarment list, and DOE internal sources found no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 9

Description:

Vision screening services for Community School students.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH VENDORS PROVIDING VISION SCREENING SERVICE TO STUDENTS IN COMMUNITY SCHOOLS

Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$200,000	Tax Levy	6 Months (1/01/16 – 6/30/16)	N/A	Negotiated Service	No	Requirements

Vendor Name & Address	Estimated Contract Amount
Helen Keller International 352 Park Avenue South, 12th Floor New York, NY 10010	$100,000
Optical Academy LLC 1430 Main Avenue Clifton, NJ 07011	$100,000

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Bahram Fathi Director of Operations Office of School Health	Roger Platt Chief Executive Officer Office of School Health	Paul Simms Director Central Office Procurement

PURPOSE

Authorization is requested to contract with the vendors listed above for the provision of vision screening, optometric exams and glasses to students who are determined to be in need following the screening process. The vision screening program, which is operated in cooperation between the DOE Office of School Health and the Department of Health and Mental Hygiene, has been expanded to serve students in approximately 130 Community Schools as part of a wider scope Mayoral program for Community Schools aimed at achieving certain outcomes by the end of the 2015 - 2016 school year.

DISCUSSION

In July 2015, the Office of School Health (OSH) was awarded approximately $2 million to provide vision screening to all students and optometry exams and eyeglasses to all students who need them in the 130 NYC designated Community Schools. OSH proposes to operate a model similar to DOHMH, whereby vision screening services are provided by Department of Health and Mental Hygiene (DOHMH) employees, optometry services are provided by DOE contracted optometrists and eyeglasses will be donated through a 1-year agreement with Warby Parker. It is expected that through the DOE's vision screening program approximately 60,000 Community School students will receive screening for the purpose of detecting students' inherent vision abnormalities. Subsequently, the program will provide remedial action through optometric exams and glasses to an estimated 15,000 students who fail the screen. The expectation is that eyeglasses will be provided to students by the end of the 2015 - 2016 school year.

Due to unforeseen delays in hiring the necessary program staff within DOHMH, currently 10 vision screening team vacancies exist, which necessitates the use of temporary workers to operate the vision screening program. Additionally, when the current four vacancies for screening team supervisors are appropriately filled, each will require at least two weeks of training and experience to be effective supervisors. The program anticipates acquiring four functional teams in the field in early November, which is five weeks behind the planned schedule. In order to complete the exams and deliver glasses to all eligible students within this school year, it is necessary to immediately expand optometry capacity beyond existing staff.

In an effort to meet our goal of serving eligible students within the current school year, the DOE seeks to establish contracts with Helen Keller International (HKI) and Optical Academy (OA) for the provision of vision screening, optometric exams and eyeglasses. The vendors were selected on the basis that they are the only vendors known by the vision screening program to have an existing operation and readiness to offer these specific services in school settings. Due to the time constraints associated with the program deliverables, it was not feasible to bid out the services to other vendors. Moreover, other vendors would have to develop an operation model for these services, whereas the selected vendors will be able to leverage their long-standing relationships with both DOHMH's vision program and NYC schools, which is key for implementing these activities timely, efficiently and optimally. It is expected that DOHMH will have the necessary staff in place and will deliver services for the vision screening program beyond the proposed contract period.

It is necessary to contract for these services because the DOE does not possess the expertise and the resources necessary to meet the objectives of this program. The DOE advertised its intent to negotiate contracts with the above named vendors; inviting others to note any expressions of interest to provide these services in the future.

The estimated contract cost of $200,000 is based on the negotiated per-student cost of $20, for a minimum of 10,000 Community School students over the contract period (5,000 per vendor). Additionally, each vendor has agreed to deliver these services, on an as needed basis, for the same per-student fee, with potentially 5,000 more students served. Thus, the estimated contract expenditures could increase to $300,000. Beyond the initial 5,000 students, the vision program will discretionally chose the vendor that would be in a better position to serve any particular site.

The DOE compared the negotiated costs with OSH's historical costs for providing these same services. DOE's costs which include staff expenses, optometrist fees and eyeglasses are estimated to be $25 per student. The negotiated price of $20 per student is 20 percent lower than the DOE's internal cost for the work. The pricing can therefore be determined to be fair and reasonable.

A review of the vendor background information for Hellen Keller and Optical Academy, including VENDEX, VCIP, the Federal Debarment EPLS site, and the New York State Department of Labor, has revealed no significant adverse information. In addition, OSH personnel has confirmed that these vendors have provided satisfactory service. Hellen Keller and Optical Academy have therefore been determined to be responsible.

Item: 10

Description:

Whole School reform with blended funding from an NYSED Grant as well as Tax Levy.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH STRATEGIC INQUIRY CONSULTING, LLC TO PROVIDE PROFESSIONAL DEVELOPMENT AT UNDERPERFORMING HIGH SCHOOLS

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$905,300	Tax Levy	One Year (7/1/15 – 6/30/16)	None	Negotiated Services	Yes	Full Value

Vendor Name & Address	Strategic Inquiry Consulting, LLC 102 Murray Avenue Larchmont, NY 10538

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Daphne Franklin Director of Operations & Human Resources Office of Renewal Schools	Aimee Horowitz Executive Superintendent Office of Renewal Schools	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Strategic Inquiry Consulting, LLC to provide professional development at 45 persistently underperforming high schools within New York City Department of Education.

DISCUSSION

Strategic Inquiry Consulting will collaborate with the DOE to implement a rigorous high school turnaround model in an effort to accelerate improvement across 45 underperforming high schools. Professional Development sessions will be provided to all 35 renewal high schools, as well as 10 receivership schools. Teams of 3-5 teachers per school will attend these sessions with the goal of building capacity in their schools by scaffolding the strategic techniques that the program teaches. The program model, *Strategic Inquiry*, consists of a set of design principles (teams, targets, tasks, and training) for organizing and developing teacher teams within each school. Training will be centered around *Writing Is Thinking through Strategic Inquiry (WITsi)*, an expository writing program that targets students' deficiencies and improves reading comprehension, through a program developed by Strategic Inquiry Consulting. Teachers are instructed on identifying students' challenges and supporting students in need.

Strategic Inquiry Consulting was recommended by New Dorp High School where the vendor provided services that resulted in significant improvements in student outcomes and school turnaround. The Office of Renewal Schools (ORS) entered into negotiations with the vendor to pilot the program for three years starting with the 2014-2015 academic year. Due to the nature of the services provided and the goals of ORS with regards to underperforming and renewal schools, it was necessary to equip school leaders with the tools required to aggressively implement strategies within their individual schools. Thus this contract request is retroactive and been proposed as a Negotiated Service.

One of the workshops offered by Strategic, Train the Trainer, has a rate of $2,857.14 per hour for 60 participants, or $47.62 per hour per participant. This rate compares favorably to the rates currently contracted through the MTACs for Professional Development for Services to Promote Safe and Supportive School Communities, as well as Educator Professional Development and Capacity Building, which range from $42.46 per hour per participant to $164 per hour per participant. Other sessions included in the negotiated scope of services with Strategic includes site visits, project management, meeting with the principals as well as curriculum development and support/mentoring for all participants. Based on the overall price proposed for services to two cohorts of participants, Strategic's rate has been determined to be fair and reasonable.

The Chancellor's Committee on Contracts (COC) approved contract negotiations for this work on November 13, 2015. DCP's review of the City's VENDEX files, its own procurement files, and federal debarment databases found no significant adverse information. The vendor agencies have therefore been determined to be responsible with respect to this contract.

Item: 11

Description:

Amendment to a contract with United Way to add funding to cover the delivery of mental health services.

REQUEST FOR AUTHORIZATION TO AMEND THE CONTRACT WITH THE UNITED WAY OF NEW YORK CITY, INC.

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Annual Options Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$17,204,508 / $51,613,524	AIDP Set-Aside within NYS Total Foundation Aid & Tax Levy	Three Years (7/01/15 - 6/30/18)	One 1-Year Option	$17,204,508	Amendment	Yes	Full Value

Vendor Name & Address	United Way of New York City, Inc. 2 Park Avenue New York, NY 10016

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Catherine Lee Director of Sustainability and Budget Office of Community Schools	Christopher Caruso Executive Director Office of Community Schools	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to amend a contract with United Way of New York City (UWNYC) to allow for the inclusion of mental health services and expanded learning supports. The additional services will be funded by the Office of the Mayor, and delivered by CBOs already subcontracted by UWNYC as lead agencies in the 45 community schools.

DISCUSSION

The original contract provided for four years at $13,050,000 per year. Additional funding in the amount $4,154,508 per year will be used by UWNYC to support mental health services and expanded learning supports through CBOs already subcontracted by UWNYC as lead agencies in the 45 community schools.

The components of the Community School Mental Health Program include the following types of services:

1. Universal interventions for the school community to raise students, staff or families' mental health awareness, encourage help-seeking for mental health concerns and promote positive behaviors (such as a social-emotional learning curriculum or school-wide anti stigma campaign);
2. Selective interventions that aim to detect mental health needs and intervene early with students who are at risk of mental health problems (such as broad-based screening to identify children in need of further assessment or trainings for teachers to identify and respond to students in psychological distress); and
3. Targeted mental health services and interventions that are provided to students with specific mental health difficulties/conditions to lessen the impact of the condition and improve functioning (including mental health treatment using evidence-based models).

Lead CBO partners will engage in joint planning with school teams to design and deliver academic support and enrichment activities aligned with student needs. Examples include tutoring, mentoring,

SAT prep courses, activities that foster social-emotional learning growth, and a broad range of enrichment opportunities, including non-credit bearing internships, community service, book clubs, robotics, and other noncredit bearing activities throughout the school day, and after school.

The DOE has historically recognized CBOs as key partners in the effort to deliver the highest quality AIDP programs and services. Since 1990, about $14.6 million has been set aside annually to maximize local CBO engagement in schools with high-needs populations through a contract in which these CBOs are subcontracted and managed by an external entity. UWNYC currently collaborates with Office of Community Schools (OCS) to solicit, select, replace, monitor, manage, pay, evaluate, and provide technical assistance to CBOs. UWNYC also advises CBOs about service changes, identifies common reasons students are missing school and ways to address the underlying issues, encourages CBOs to try innovative strategies to bolster attendance, and provides reports on CBOs' performance.

The Division of Contracts and Purchasing (DCP) reviewed the budget submitted by UWNYC for its management fee of $943,195. The fee will not be increased with the additional funding, thus decreasing the percentage UWNYC's management fee represents as a portion of the overall program's cost. Prices have, therefore, been determined be fair and reasonable.

This contract is retroactive because program budgets could not be finalized until funding was adopted. This adoption occurred on July 1, 2015. OCS, a newly established office within the DOE, then worked on finalizing the UWNYC budget, whilst building capacity by on-boarding staff and increasing systems knowledge.

The following table lists the amended pricing structure proposed by UWNYC and approved by OCS.

Contract Years	Management Fee	Funding to CBOs	Contract Total (Mgmt Fee + CBO Funding)	In-Kind Contribution	Total Contract Value (Contract Total + In-Kind Contributions)
Year 1	$943,195	$16,261,313	**$17,204,508**	$543,117	$17,747,625
Year 2	$943,195	$16,261,313	**$17,204,508**	$543,117	$17,747,625
Year 3	$943,195	$16,261,313	**$17,204,508**	$543,117	$17,747,625
3 -Year Total	**$2,829,585**	**$48,783,939**	**$51,613,524**	**$1,629,351**	**$53,242,875**

A background check of United Way included a review of internal and public records and identified noteworthy information. VENDEX indicates UWNYC is being investigated by the Department of Investigation (DOI) concerning the Combined Municipal Campaign (CMC). In 2013, DOI reviewed and audited the CMC program, which is administered by UWNYC and overseen by DCAS. The findings concluded that UWNYC's methodology for administering the program and tracking the funds flowing through the program over time became hampered by unclear procedures that resulted in a pooling of employee contribution funds that have now largely been appropriately distributed, and in some cases that distribution is in process. No integrity issues were identified, and no monies were found to have been misappropriated. UWNYC performance evaluations from OSYD attest to UWNYC's satisfactory performance under contract and VRPA does not believe that the matter preclude a determination that UNWYC is responsible.

Item: 12

Description:

Conversion of half day to full day UPK services.

Item: 13

Description:

2 year contract extension of Education Logistics contract for maintenance of routing software for general and special education pupil transportation

REQUEST FOR AUTHORIZATION TO EXTEND A CONTRACT WITH EDUCATION LOGISTICS, INC. FOR MAINTENANCE OF ROUTING SOFTWARE FOR GENERAL AND SPECIAL EDUCATION STUDENT TRANSPORTATION

Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$66,666	Tax Levy	1/01/16 – 12/31/17	None	Contract Extension per DOE Procurement Policy & Procedures Section 4-07(b)	No	Requirements

Vendor Name & Address	Education Logistics, Inc. 3000 Palmer Street Missoula, MT 59808

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Everett Parker Director Office of School Support Services Office of Pupil Transportation	Lisa D'Amato Office of Student Support Services Office of Pupil Transportation	Sande Pisik Procurement Analyst

PURPOSE

Authorization is requested to extend a contract with Education Logistics, Inc. to provide maintenance of the transportation routing software used by the Office of Pupil Transportation (OPT) to route school buses servicing students in grades K-12. The current contract would otherwise expire on December 31, 2015.

DISCUSSION

Edulog is proprietary software provided by Education Logistics to plan school bus stop locations and bus routes. No other companies are authorized to modify or support Edulog, which has been integrated with multiple OPT web services and database structures for route management and reporting applications. The software allows OPT administrators to create and manage bus routes, update bus stop headcount information and estimate student pick-up and drop-off times at bus stops and schools.

The original contract for these services was awarded pursuant to a Request for Proposals (RFP) for a term of six years ending December, 2009. The contract was extended for one year through December 2010, followed by a negotiated service contract through December 31, 2013 and a two-year negotiated service contract extension ending December 2015. The proposed additional two-year contract extension was approved by the Committee on Contracts (COC) on November 13, 2015.

OPT is contracting with a consulting company to assist in determining the optimal school bus routing software for future use. This requested extension will allow OPT to continue to use Education Logistics' services for two additional years, during which time a successor RFP for a new school bus routing system will be issued and awarded.

Education Logistics has agreed to continue to provide software maintenance services at its current fee over the next two years, with no escalation in cost. Service includes annual software support, program upgrades, project management, and hardware consulting. In addition, the maintenance agreement covers additional work not covered in their original contract, such as special education integration and standardized full-feature routing and troubleshooting, over the term of the contract extension. The estimated cost is for a total of 211 hours at a weighted average hourly rate of $158 per hour. As pricing for both years of this extension will remain the same as it was under the base contract, (including CPI

increases for some earlier extensions), and the DOE is receiving additional services, it has been determined to be fair and reasonable.

A review of Education Logistics' background, including VENDEX, VCIP, the Federal Debarment EPLS site, and the New York State Department of Labor, revealed no significant adverse information. Education Logistics has, therefore, been determined to be responsible. In addition, OPT has confirmed that the vendor has provided satisfactory service. Education Logistics has therefore 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.

Item: 14

Description:

Extend two contracts to provide professional development at transfer schools and programs at non-transfer schools that serve transfer students to meet the learning needs of over-age and under-credited students

REQUEST FOR AUTHORIZATION TO EXTEND CONTRACTS FOR PROFESSIONAL DEVELOPMENT AT TRANSFER SCHOOLS AND SIMILAR SCHOOLS - R0778

Estimated Extension Amount	Funding Source	Extension Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$266,849	Tax Levy	One Year (3/01/16 – 2/28/17)	N/A	Extension per DOE Procurement Policy and Procedures, Section 4-07(b)	No	Requirements

Vendor Name & Address	Extension Amount
IDE Corporation 545 Island Road, Suite 3A Ramsey, NJ 07446	$24,894
Redesign LLC 209 Chestnut Avenue, Unit #2 Jamaica Plain, MA 02130	$241,955

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Ed Ginsberg Business Operations Analyst Office of Postsecondary Readiness (OPSR) Division of Teaching and Learning	Morayo Tracey Oyemade Deputy Senior Executive Director Finance & Procurements Division of Teaching and Learning	MaryAnne Impostato Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to extend two contracts for professional development at transfer schools and programs at non-transfer schools that serve transfer students. These services are necessary to meet the complex technical and learning needs of over-age and under-credited students.

DISCUSSION

These contracts were awarded to provide coaching and training programs to support practitioners with the implementation of a comprehensive model authored by the DOE, "A Professional Learning Path to Rigorous and Relevant Instruction: Lessons from the Transfer School Institute." Such instruction is particularly vital to the success of transfer students since many of them lack a history of academic success.

The requested extensions would provide for continuity of the availability of services until the award pursuant to a new Multiple Task Award Contract (MTAC) solicitation with a planned November 2015 release date. The MTAC will include two components: the services listed here and professional development for Career and Technical Education (CTE) Schools.

It is necessary to contract for these services because the DOE does not possess the expertise and the resources necessary to meet the objectives of this program.

Three vendors were originally awarded for a five-year term under a competitive MTAC solicitation. Under a prior extension, all three were notified that they had the option to extend their contracts but only two of

the three exercised the option. These contracts commenced on March 1, 2010 and their one-year extensions are due to expire on February 29, 2016.

These extensions have the same pricing as under the original contract, whose pricing was determined to be fair and reasonable. Moreover, as part of the MTAC process, individual schools will conduct a mini-solicitation among the awarded vendors that may result in lower prices than contracted. On this basis, pricing for this extension has been determined to be fair and reasonable.

Services are purchased by schools based on their requirements on an "as-needed" basis. The contract extension amounts were calculated based on average annual contract expenditures and are aligned with the actual usage by schools during the contract term as depicted in the table below.

Vendor	Contract Spend**	Annual Extension Amount
IDE Corporation	$138,991	$24,894
Redesign LLC*	$1,350,916	$241,955

*Assigned from Center for Urban Education due to a name change.

**From inception through 10/9/15.

A review of the New York City Transit, New York State Department of Labor and Worker Compensation Board debarment lists, VENDEX, and the DOE's internal records revealed that Redesign LLC ("Redesign") is debarred until February 15, 2016 by the New York State Worker's Compensation Board. Such debarments relate only to Public Works contracts, and are therefore not applicable to professional development services. Moreover, Redesign has provided evidence of current Workers' Compensation insurance. Therefore, the DOE does not believe this matter precludes a determination that Redesign is responsible. Performance of services delivered by IDE Corporation and Redesign has been satisfactory. IDE Corporation and Redesign have therefore been determined to be responsible.

Item: 15

Description:

Recording, reporting and transcription services for impartial due process hearings, conferences, and/or trials administered by the Impartial Hearing Office.

REQUEST FOR AUTHORIZATION TO EXTEND A CONTRACT FOR RECORDING, REPORTING, AND TRANSCRIPTION SERVICES

Estimated Extension Amount	Funding Source	Extension Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$900,000	Tax Levy	Six Months (11/1/15 – 04/30/16)	None	Extension per Procurement Policy and Procedures, Section 4-07(b)	Yes	Requirements

Vendor Name & Address	Ubiqus Reporting Inc. 22 Cortlandt Street, Suite 802 New York, NY 10007

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Sharon Ainspan Operations Manager Impartial Hearing Office Division of Financial Operations	Cheryl Williams Deputy Chief Administrator Impartial Hearing Office Division of Financial Operations	Arlene Campbell Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to extend a contract with Ubiqus Reporting Inc. for the provision of recording, reporting, and transcription services.

DISCUSSION

Pursuant to a Request for Bids (RFB) released in 2008, a five year contract was awarded to Ubiqus Reporting Inc. to provide the Impartial Hearing Office (IHO) with recording, reporting, and transcription services at impartial due process hearings, conferences, and trials. The original contract term was extended for two six month periods ending in October 2015.

The IHO processes requests for impartial due process hearings regarding disagreements between parents and the DOE concerning the identification, evaluation, educational placement of, or provision of a free appropriate public education to children with disabilities (ages 3-21), pursuant to the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act. All hearings are recorded and a transcript of each hearing is produced from the recording.

Under the contract, Ubiqus Reporting, Inc. (Ubiqus) has supplied personnel to record hearings, digital audio recordings, and provide split screen videotapes for the production of transcripts. Ubiqus produces and delivers these transcripts in paper and electronic format to IHO for distribution to various locations throughout the five boroughs, as identified by the IHO.

It is necessary to contract for these federally mandated services because the DOE does not possess the personnel or the expertise necessary to perform them.

A protest related to an RFB seeking a successor contract was received and upheld, causing delay in awarding the contract. The proposed additional six-month contract extension is therefore necessary to avoid a disruption in services and to allow the DOE time to award the new contract.

The estimated six-month extension amount of $900,000 is based on historical use.

Unit pricing for two of the ten services, overnight transcription audio recording and special sessions for audio recording, will be provided at the following discounted rates throughout the extension period:

Service	Original Amount	Discounted Rate
Special Sessions for Audio Recording	$100.00 (per session)	$90.00
Overnight for Transcription Audio Recording	$4.05 (per page)	$4.00

Pricing for the remaining eight services will be at the same rate as the base contract, for which Ubiqus was the only bidder. The original prices compared favorably to those of Ubiqus's predecessor contract, its State contract, and other NY State vendors who provided similar services. They were therefore determined to be fair and reasonable. In view of the additional discounts offered for this extension, pricing has again been determined to be fair and reasonable.

A background check on Ubiqus did not reveal any significant adverse findings. The program office has attested that the vendor has provided satisfactory service under its contract. Accordingly, for the purposes of this extension, the vendor has been determined to be responsible.

The Committee on Contracts approved this contract at its November 13, 2015 meeting on the basis of service continuity.

Item: 16

Description:

Kits which include curriculum of textbooks, workbooks and flash cards for writing

REQUEST FOR AUTHORIZATION TO CONTRACT WITH DON JOHNSTON, INC. TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$26,000 / $182,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Don Johnston, Inc. 26799 W. Commerce Dr. Volo, IL 60073

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James McBride Chief Administrator Technology and Instructional Materials Procurement Division of Contracts and Purchasing	Tobey Hartman Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with Don Johnston, Inc. to provide kits containing textbooks and ancillary materials for participating public and nonpublic schools.

DISCUSSION

Don Johnston provides the First Author writing curriculum, which includes student textbooks, workbooks, flash cards, journals, self-assessment materials, and teacher resources. The curriculum is designed for beginning writers in grades K-8 and provides daily instruction in writing, speaking, and listening grounded in early writing development.

Because this vendor is the sole provider of these materials, they cannot be purchased on the open market, making a competitive sealed bid process impractical.

Don Johnston has offered the DOE the lowest prices of any of its customers, including a five percent shipping rate. Pricing has therefore been determined to be fair and reasonable.

A background check of Don Johnston, Inc., including the Uniform Commercial Code, Excluded Parties List, and VENDEX, found no significant adverse information. Moreover, this vendor has provided satisfactory goods and services under separate contracts with the DOE. This vendor has therefore been determined to be responsible.

Item: 17

Description:

Textbooks and ancillary materials

REQUEST FOR AUTHORIZATION TO CONTRACT WITH THE GREAT BOOKS FOUNDATION TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$195,000 / $1,365,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	The Great Books Foundation 35 East Wacker Drive, Suite 400 Chicago, IL 60601-2298

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James McBride Chief Administrator Technology and Instructional Materials Procurement Division of Contracts and Purchasing	Demetrise Daniels-Foster Procurement Analyst Instructional Materials Unit

PURPOSE

Authorization is requested to contract with The Great Books Foundation to provide textbooks and ancillary materials for participating public and nonpublic schools.

DISCUSSION

The Great Books Foundation (TGBF) provides textbooks and discussion materials for students and adults in the areas of literacy and critical thinking. TGBF fiction and nonfiction products are designed to empower K-12 students to find deeper meaning in texts and to identify new ways of exploring issues and solving problems.

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

A background check conducted on The Great Books Foundation, including the Uniform Commercial Code, VCIP, SAM and VENDEX, found no significant adverse information. In addition, TGBF has performed satisfactorily under its predecessor contract. This vendor has therefore been determined to be responsible.

The estimated contract amount is based on expenditures under the vendors' previous contract.

Item: 18

Description:

Textbooks and ancillary materials

REQUEST FOR AUTHORIZATION TO CONTRACT WITH KAFTOR & JUDAICA ARTS FOR TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$66,000 / $462,000	Reimbursable, Tax Levy	Three Years	None	Listing Application	No	Requirements

Vendor Name & Address	Kaftor & Judaica Arts 544 Park Ave #502 Brooklyn, NY 11205

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Instructional Materials Procurement Division of Contracts and Purchasing	James McBride Chief Administrator Technology & Instructional Materials Procurement Division of Contracts and Purchasing	Melissa Hernandez Procurement Analyst Instructional Materials Procurement

PURPOSE

Authorization is requested to contract with Kaftor & Judaica Arts (Kaftor) to provide published and copyrighted textbooks and workbooks to Jewish non-public schools (lower grades) and yeshivas (high school grades).

DISCUSSION

Kaftor provides schools with Yiddish language literature books, math books, and hands-on workbooks for grade levels K-6. Kaftor's publications utilize icons and objects that coincide with Jewish students' daily activities, allowing them to better analyze, reflect, and relate to the materials they are reading.

Kaftor is the sole provider of these materials, making a competitive procurement impractical.

A background check conducted on this vendor using VENDEX, the NYS Division of Corporations, and the Federal Debarred List revealed no significant adverse information. This vendor has therefore been determined to be responsible.

The estimated contract amount is based on previous expenditures. Kaftor is offering the DOE a 25 percent discount off list prices, resulting in the lowest pricing available to any of its customers. Accordingly, pricing has been determined to be fair and reasonable.

Item: 19

Description:

Textbooks and ancillary materials

REQUEST FOR AUTHORIZATION TO CONTRACT WITH LAB-AIDS INC. TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$500,000 / $3,500,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Lab-Aids Inc. 17 Colt Court Ronkonkoma, NY 11779-6949

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James McBride Chief Administrator Technology and Instructional Materials Procurement Division of Contracts and Purchasing	Melissa Hernandez Procurement Analyst Instructional Materials Procurement Division of Contracts & Purchasing

PURPOSE

Authorization is requested to contract with Lab-Aids Inc. to provide textbooks, workbooks, and lab-kit materials for participating public and non-public schools.

DISCUSSION

Lab-Aids Inc. has been developing and publishing supplementary and Core Curriculum products that help middle and high school students better understand science concepts through direct, hands-on experience. The company also provides extensive teacher resource materials.

Lab-Aids Inc. is the sole provider of these materials, making a competitive procurement impractical.

A comprehensive background check on Lab-Aids Inc., including VENDEX, the Uniform Commercial Code, the Federal Tax Lien and the System for Award Management, found no significant adverse information. This vendor has therefore been determined to be responsible.

The vendor has historically not offered a discount off product list prices, and as such, originally proposed an increase of 0.9% in the proposed contract due to an increase in its list prices. Negotiations resulted in Lab-Aids Inc. agreeing to eliminate the increase in list price effectively giving the DOE a 0.9% price discount off list price. While new contract pricing to the DOE is unchanged, it is worth noting that the CPI for Educational Books and Supplies (CPI Series Id: CUSR000SEEA) during this period increased 5.1%. In addition, Lab-Aids Inc. agreed to continue to offer a discounted delivery rate of 5.5% compared with a standard list delivery rate of 12.5%. Lab-Aids Inc. also agreed to include a "Most Favored Customer" price certification contract provision. As a result of the above, pricing can be considered fair and reasonable.

Item: 20

Description:

Textbooks and ancillary materials

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MENUCHA PUBLISHERS FOR TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$800,000 / $5,600,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Menucha Publishers 1235 38th Street Brooklyn, NY 11232

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James McBride Chief Administrator Technology & Instructional Materials Procurement Division of Contracts and Purchasing	Melissa Hernandez Procurement Analyst Instructional Materials Procurement

PURPOSE

Authorization is requested to contract with Menucha Publishers (Menucha) to provide published textbooks and ancillary materials to Jewish non-public schools (lower grades) and yeshivas (high school grades).

DISCUSSION

Menucha offers a variety of educational books for students in grades K-6. These books include series such as The Living and Learning Encyclopedia, and textbooks covering science, social studies, and language arts. The books offer students lively and exciting illustrations to help keep them engaged.

Menucha is the sole provider of these materials, making a competitive sealed bid process impractical.

A comprehensive background check on Menucha, including VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the System for Award Management, found no significant adverse information. This vendor has therefore been determined to be responsible.

Until now, Menucha Publishers has been providing books and supplies to the DOE without a central office contract. While it historically had offered the DOE a 28% product discount off of its list price with a 3% delivery fee, its original proposed pricing for this listing application was a 40% product discount off its list price. Negotiations with the vendor resulted in Menucha Publishers also reducing their delivery rate to 2% from 3%. This reduction in the delivery rate results in negotiated savings of $44,940 over the life of the contract ($6,420 annually). While new contract pricing to the DOE has declined, it is worth noting that the CPI for Educational Books and Supplies (CPI Series Id: CUSR000SEEA) during this period increased 4.7%. Menucha Publishers also agreed to include a "Most Favored Customer" price certification contract provision. As a result of the above, pricing can be considered fair and reasonable.

Item: 21

Description:

Textbooks and teacher guides

REQUEST FOR AUTHORIZATION TO CONTRACT WITH TOUCHSTONES DISCUSSION PROJECT TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$26,000 / $182,000	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Touchstones Discussion Project P.O. Box 2329 Annapolis, MD 21404-2329

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James J. McBride Chief Administrator Technology & Instructional Materials Procurement Division of Contracts and Purchasing	Tobey Hartman Procurement Analyst Instructional Materials

PURPOSE

Authorization is requested to contract with Touchstones Discussion Project (Touchstones) to provide textbooks and ancillary materials to public and participating nonpublic schools.

DISCUSSION

Touchstones' products are part of a highly structured program designed to build fundamental learning skills. Such skills include improved listening, speaking, reasoning, comprehension, collaborative problem solving, and teamwork. The goal in all Touchstones programs is to enable each participant to work as both a leader and a collaborator and to move between these roles seamlessly. Touchstones texts are selected and adapted to integrate with participants' experiences, while encouraging reflection and discussion.

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

A background check conducted on Touchstones, including CTS, VENDEX, the Federal Debarred List, the New York State Department of Labor Debarred List, and the New York State Standard Debt Search, yielded no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 22

Description:

Textbooks, workbooks, and teacher guides

REQUEST FOR AUTHORIZATION TO EXTEND CONTRACTS WITH LAKESHORE LEARNING MATERIALS TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Extension Amount	Funding Source	Extension Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$51,616 / $361,312	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Lakeshore Equipment Company d/b/a Lakeshore Learning Materials 2695 E. Dominguez Street Carson, CA 90895

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James J. McBride Chief Administrator Technology & Instructional Materials Procurement Division of Contracts and Purchasing	Susan Dick-McKeon Chief Administrator School Based Procurement Division of Contracts and Purchasing	Tobey Hartman Procurement Analyst Instructional Materials

PURPOSE

Authorization is requested to contract with Lakeshore Learning Materials to provide textbooks and ancillary materials to participating public and nonpublic schools.

DISCUSSION

Lakeshore Learning Materials provides instructional materials and resources for teachers and students in prekindergarten through grade 6. These materials help students develop critical foundational skills while meeting early childhood standards. Lakeshore also provides special education materials that include developmentally and age appropriate hands-on instructional resources.

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

A background check conducted on Lakeshore, including CTS, VENDEX, Federal Debarred List, the New York State Department of Labor Debarred List, and the New York State Standard Debt Search, yielded no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 23

Description:

Textbooks, workbooks, and teacher guides

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MENTORING MINDS, L.P. TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$121,600 / $851,200	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Mentoring Minds, L.P. One International Place, Suite 1400 Boston, MA 02110

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Matthew Coffey Director Textbooks and Ancillary Materials Division of Contracts and Purchasing	James J. McBride Chief Administrator Technology & Instructional Materials Procurement Division of Contracts and Purchasing	Tobey Hartman Procurement Analyst Instructional Materials

PURPOSE

Authorization is requested to contract with Mentoring Minds, L.P. to provide textbooks and ancillary materials to public and participating nonpublic schools.

DISCUSSION

Mentoring Minds' K-12 instructional materials in math, science and English language arts encourage critical thinking, effective problem-solving, and lifelong learning. Their resources focus on technology integration, higher-order thinking skills, and alignment with the Common Core.

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

A background check conducted on Mentoring Minds, including CTS, VENDEX, the Federal Debarred List, the New York State Department of Labor Debarred List, and the New York State Standard Debt Search, yielded no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 24

Description:

ESRI mapping software

REQUEST FOR AUTHORIZATION TO PURCHASE ESRI SOFTWARE LICENSES AND SERVICE CREDITS

Highest Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$30,000 / $134,919.00	Tax Levy	Four and a Half Years	None	Sole Source Procurement	No	Requirements

Vendor Name & Address	Environmental Systems Research Institute, Inc. (ESRI) 75 Broad Street, Floor 4 New York, NY 10004

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Harry Poulos Deputy Director of Procurement Division of Instructional and Information Technology	Janine Maisano Director of Procurement Division of Instructional and Information Technology	TaRel Hardy Procurement Analyst

PURPOSE

Authorization is requested to contract with Environmental Systems Research Institute, Inc. (ESRI) to procure their Educational Unlimited site license for ArcGIS software and service credits on behalf of the Division of Instructional & Information Technology (DIIT).

DISCUSSION

ESRI ArcGIS software is used within the Department's public-facing websites to generate maps in support of school zone identification, school building locations, and neighborhood demographics. In addition to its administrative uses, the software is also used as a tool to aid in teaching various subjects. The Urban Assembly New York Harbor School (M551), for example, has integrated the software into its Marine Biology CTE Program and other academic institutions use it to help integrate programs and prepare classroom presentations and forums for students.

While there are GIS software tools available in the marketplace, none can match the breadth of capabilities provided by the ArcGIS tools for the most commonly used spatial data formats. Assembling a comparable arsenal of GIS tools from ESRI competitors would require multiple procurements of products from various vendors; such an undertaking would also introduce additional expenses and complexity in integrating the tools to provide useful solutions to our customers.

Nearly all City agencies have implemented of ESRI's geographic information system (GIS). Significant users include the City's department of Information Technology & Telecommunications (DoITT), OEM, NYPD, FDNY, the Division of Planning, the Parks Department, and the Department of Sanitation. The DOE's DIIT and Office of Pupil Transportation (OPT) use ESRI ArcGIS software for data management and web application development. DoITT also uses the software to provide critical location data to the City's Emergency Management System, which powers 911. It is also a critical component of the School Search tool and OPT's Bus Service Contracting Process. School Facilities and the School Construction Authority use GIS to assist in property management and planning for future development.

Other agencies access the software through a Statewide contract that is discounted from retail by 25 percent, but still costs significantly more than what ESRI provides under its Educational Pricing Structure. Whereas the DOE's implementation cost has been estimated at $500,000 under the Statewide contract, ESRI has provided the enterprise licenses to DOE at no cost from FY 2010 until FY 2014 as a pilot to evaluate districtwide usage of these licenses. DOE paid a discounted price for FY 2015 and paid for the first half of FY 2016. ESRI is providing the DOE with an enterprise license bundle of mapping software at a discount of roughly 80 percent.

Nearly the entire suite of software created by ESRI is available under the enterprise license, which allows ESRI and DOE to avoid piecemeal tracking and pricing for each installation. The license also grants the DOE the ability to provide a user of the software with all of the potentially needed tools, rather than only those tools with a documented need. Moreover, the enterprise license includes access to all upgrades and patches for any version of the software ESRI supports.

The DOE needs to renew the licenses and service credits in order to continue using the products and supports. Service credits, which were designed to discourage abuse of the ESRI cloud environment, are the currency for ArcGIS Online and are consumed when using certain functions (for example, spatial analysis, routing, or geocoding) and are used to process data or store very large data sets online for long periods. DOE will not be using ESRI as a storage tool, but is purchasing 10,000 service credits per year for all other activity. ESRI is providing an ArcGIS Online account to every school that would like one for free as their part in a federal effort to have private sector companies deliver cutting-edge technologies to classrooms. These accounts are for classroom education purposes only. The enterprise software being procured here is not included as part of that federal effort.

A mini-bid for ESRI Education Unlimited site licenses and service credits was released to all authorized resellers of ESRI products on the New York State Office of General Services (OGS) contract. Resellers were unable to bid on the Educational Unlimited licenses because ESRI offers the licenses exclusively to educational entities, thus making a direct agreement necessary. With an enterprise license bundle of mapping software at a discount of roughly 80 percent, the prices offered by ESRI are the lowest available and have therefore been determined to be fair and reasonable.

A background check, including a review of the City's VENDEX and the Vendor CIP Report, found no significant adverse information. ESRI has therefore been determined to be a responsible vendor.

Item: 25

Description:

Full- Day Universal Pre-Kindergarten Services

Item: 26

Description:

Half day Universal Pre-kindergarten services

Item: 27

Description:

Head Start Full Day Services for Universal Pre-Kindergarten.

Item: 28

Description:

Universal Pre-Kindergarten Service for Full Day

Item: 29

Description:

Universal Pre-kindergatern Full Day Services.

Item: 30

Description:

Educational software for schools.

REQUEST FOR AUTHORIZATION
TO PURCHASE TEACHER CREATED MATERIALS EDUCATIONAL SOFTWARE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$158,000 / $1,106,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Teacher Created Materials 5301 Oceanus Drive Huntington Beach, CA 92649

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Material Procurement Division of Contracts and Purchasing	Dan Aymar-Blair Senior Executive Division of Teaching and Learning	Kay Robbins Procurement Analyst

PURPOSE

Authorization is requested to contract with Teacher Created Materials for its entire educational software product line on a requirements basis.

DISCUSSION

Teacher Created Materials (TCM) provides K-12 digital content for various subjects in the form of ebooks, educational games, and digital eLesson plans.

TCM's Library Reader provides access to a library with over 500 fiction and non-fiction digital books. Each digital book contains interactive features to support differentiated instruction, content knowledge development, and improved literacy and fluency skills. Easy-to-use digital tools support learning and practice in the four domains of language development: reading, writing, speaking, and listening. Assessments prepare students for standardized tests and provide teachers with diagnostic data about individual students' reading comprehension.

Teacher Created Materials is the sole provider of this software, so a Request for Bids (RFB) was not practical.

Teacher Created Materials is offering the DOE discounts ranging from 10 to 15 percent off the software list price and has guaranteed that no customer will receive better pricing than the DOE; prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

Background checks performed on Teacher Created Materials, including a review of VENDEX, CTS, the New York State Department of Labor, and the Federal Debarment List, identified no significant adverse information. Accordingly, the vendor has been determined to be responsible.

Item: 31

Description:

Educational software for the schools

REQUEST FOR AUTHORIZATION
TO PURCHASE MOUSE INC. EDUCATIONAL SOFTWARE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$49,000 / $343,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Mouse Inc. 55 Broad Street, 16th Floor New York, NY 10004

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Technology & Instructional Material Procurement Division of Contracts and Purchasing	Dan Aymar-Blair Senior Executive Division of Teaching and Learning	Kay Robbins Procurement Analyst

PURPOSE

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

DISCUSSION

Mouse Inc. provides various web-based curricula, including:

- Mouse Squad, a certification program focused on hardware and software skills, troubleshooting and computer maintenance, communication skills, and team-building and leadership activities. Each program comes with lesson plans, activities, resources and assessment tools.
- Mouse Squad Specialist Curriculum, a certification program in GreenTech, Garage Robotics, and Serious Games, providing activities, multimedia resources, and assessment tools.
- Case Tracker, a project management tool specially designed for teachers and students.

Mouse is the sole provider of this software, so a Request for Bids (RFB) is impractical.

Mouse is offering the DOE a discount of 75 percent off its list price and has guaranteed that no customer will receive better pricing than the DOE; prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

Background checks performed on Mouse Inc., including a review of VENDEX, Vendor CIP Report, and System for Award Management (SAM), identified no significant adverse information. Accordingly, the vendor has been determined to be responsible.

Item: 32

Description:

Purchase, rent and maintain mailing machines, scales, postage meters and associated products

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PITNEY BOWES INC. FOR MAILING MACHINES, SCALES, POSTAGE METER RENTAL, AND ASSOCIATED PRODUCTS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$752,000/ $3,760,000	Tax Levy	Five Years	None	New York City Division of Municipal Services Contract (DMSS)	No	Requirements

Vendor Name & Address	Pitney Bowes, Inc. 1 Elmcroft Road Stamford, CT 06926

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

PURPOSE

Authorization is requested to contract with Pitney Bowes, Inc. to purchase, rent, and maintain mailing machines, scales, postage meters, and associated products. The contract will be utilized by schools and central offices on an as-needed basis and will be funded through individual budgets.

DISCUSSION

The DOE has about 1,000 Pitney Bowes digital mailing machines in schools and offices. Pitney Bowes machines and supplies are not compatible with any other mailing systems.

DMSS contracted with Pitney Bowes through a competitive bid. The contract allows for both purchase and rental of Pitney Bowes equipment. The bid document required vendors to supply discounts off their equipment and accessory catalogs.

The New York City Division of Municipal Services (DMSS) contracted with Pitney Bowes pursuant to a competitive solicitation issued by the Department of Citywide Administrative Services (DCAS) to 24 vendors on the bidders list for mailing equipment. Twenty vendors downloaded the bid document, which required vendors to supply discounts off their equipment and accessory catalogs. One bid, from Pitney Bowes, was received. DMSS reached out to four vendors who downloaded the bid to determine why they had not responded; all responded that they offered mailing systems that were incompatible with Pitney Bowes machines and supplies.

The cost to the DOE for the basic set-up of a commonly purchased Pitney Bowes machine is $1,990. for the first year and $303. annually thereafter, including a $40. monthly meter rental fee. The basic set-up includes an intermediate volume machine, automatic feeder, moistener, tray, and weighing platform. Pitney Bowes's discount to DMSS ranges from 40 to 50 percent. A comparison of the pricing on this contract to pricing offered to the New York State Office of General Services and Pitney Bowes National Cooperative contracts shows that the DMSS contract offer greater discounts and allows for rental and

purchase options. Pricing offered through both the Pitney Bowes National Cooperative and the NYSOGS is higher than DMSS pricing. Pricing has therefore been determined to be fair and reasonable.

Background checks conducted using the Uniform Commercial Code lien search (UCC) and VENDEX Advice of Caution revealed no significant adverse information. Pitney Bowes has held previous contracts with the DOE, under which it has performed satisfactorily, accordingly this vendor has been determined to be responsible with respect to this contract.