Panel for Educational Policy
Contract Agenda
February 9, 2012

Item: 1 **Description:** Master's degree teacher certification programs for alternative route teachers.

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

Division: Division of Human Resources **Contract Type:** Full Value

Vendor Name	Annual Amount
Relay Graduate School of Education	$390,000

Item: 2 **Description:** Resources for schools, teachers, students and students' families to implement exemplary science investigations and to expand science content knowledge.

Term: 1 year **Options:** None **Funding:** Taxy Levy & City Council

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

Vendor Name	Annual Amount
American Museum of Natural History	$2,883,943

Item: 3 **Description:** Mentoring services at specified high schools within the Partnership Support Organization Cluster.

Term: 5 years **Options:** None **Funding:** Tax Levy, Social Innovation Fund (SIF)

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

Vendor Name	Estimated Annual Amount
iMentor Incorporated	$400,000

Item: 4 **Description:** Painting schools according to plans developed by principals and student leaders. Provides internships and training for student leaders to help schools transform their buildings.

Term: 2 years **Options:** None **Funding:** DSF - Tax Levy, Schools - Various

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

Vendor Name	Annual Amount
Publicolor	$260,000

Item: 5 **Description:** Professional development for school leaders and teachers in instructional strategies, student-centered academic counseling services, sustainable leadership, quality teaching and student achievement.

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

Division: Division of Academics, Performance and Support **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Research For Better Teaching, Inc.	$120,000
Scholastic Inc	$160,000
The Danielson Group	$150,000

Item: 6 **Description:** Whole school reform services for transitional plans that ultimately help schools continue reform efforts on their own.

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

Division: Division of Portfolio Planning **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
A.U.S.S.I.E	$1,000,000
Literacy Support System	$200,000

Item: 7 **Description:** Extend contract for K-12 pupil transportation.

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

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

Vendor Name	Estimated Annual Amount
MV Transportation	$78,956,369

Item: 8 **Description:** Community service learning opportunities for approximately 400,000 New York City students through the Penny Harvest Program.

Term: 1 year **Options:** None **Funding:** Tax Levy - City Council

Division: Division of Academics, Performance and Support **Contract Type:** Full Value

Vendor Name	Annual Amount
Common Cents	$32,000

Item: 9 **Description:** Implementation of the Computer for Youth Digital Learning Program in nine high-poverty middle schools.

Term: 1 year **Options:** None **Funding:** Tax Levy - City Council

Division: Division of Academics, Performance and Support **Contract Type:** Full Value

Vendor Name	Annual Amount
Computers For Youth Foundation, Inc.	$79,000

Item: 10 **Description:** Even Start Family Literacy Program which serves parents and children zoned for PS 503K and PS 506K, which have high-needs populations in Community School District 20.

Term: 1 year **Options:** None **Funding:** State Grant - Vendor Named

Division: Community School District 20 **Contract Type:** Full Value

Vendor Name	Annual Amount
Sunset Park Health Council, Inc. DBA Lutheran Family Health Centers	$221,407

Item: 1

Description:

Master's degree teacher certification programs for alternative route teachers.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH RELAY GRADUATE SCHOOL OF EDUCATION TO PROVIDE MASTER'S DEGREE AND CERTIFICATION SERVICES TO ALTERNATIVE ROUTE TEACHERS

Estimated Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$780,000	Reimbursable Funds	6/1/12 - 5/31/14	None	Negotiated Services	No	Requirements
Vendor Name & Address	Relay School of Education d/b/a Relay Graduate School of Education 40 West 20th Street, 6th Floor New York, NY 10011					

Service Requestor/ Contract Manager	Division of Contracts & Purchasing Contact
Vicki Bernstein Executive Director Office of Teacher Recruitment & Quality	Angela Edwards Director Central Office Procurement

PURPOSE

Authorization is requested on behalf of the Office of Teacher Recruitment and Quality (TRQ) to contract with Relay Graduate School of Education (Relay) for the provision of Master's degree and teacher certification programs for alternate route teachers. This two-year contract will commence June 1, 2012, for a total amount not to exceed $780,000, subject to the availability of funds.

DISCUSSION

TRQ seeks an agreement with Relay, a graduate school that offers a Master's degree program designed to respond to the need for effective teachers in low-income communities. Relay will provide these teachers with coursework leading to Master's degrees and recommend they are granted the special New York State Education Department (NYSED) certification created for alternate route teacher candidates, known as the "Transitional B certificate."

Under New York State Regulations, every alternate route teacher candidate must be enrolled in an approved program to qualify for a Transitional B Certificate while taking coursework toward earning an Initial Certificate. Only Institutions of Higher Education (IHEs) with Transitional B programs that have been approved and registered by the NYSED may provide these services. Relay was approved as an IHE by the NYSED in February 2011 and subsequently its Transitional B Master's programs were approved and registered.

In September 2011, Chancellor Walcott announced a series of strategies to improve middle school education. Among those initiatives, is a special class of Teaching Fellows dedicated to high-needs middle schools. That group of approximately 60 Teaching Fellows will need to enroll in an approved IHE to begin their formal pre-service this spring. These innovative programs are particularly targeted for alternative route middle school teaching candidates in high-needs urban schools and are an ideal fit for these schools' alternative certification candidates.

Relay is specifically focused on preparing teachers for the City's high-needs middle schools, and is the only registered Transitional B program with this focus in the New York City area. Its program at Hunter College specializes in training middle school teachers through a unique pedagogical approach, and

their Master's Program is the first ever to require its graduate students to demonstrate proficiency and achievement while teaching in their K-12 classrooms to earn a degree. Relay is uniquely positioned to provide high quality services required to prepare this special cohort of alternatively certified teachers for middle schools.

The DOE's current contracts with seven IHEs for similar services is set to expire in May 2012. It is expected that the DOE will extend those contracts for one year while a new RFP is released. As Relay did not exist at the time of the prior RFP and a new RFP won't be completed for approximately one year, a Negotiated Services request for said services is necessary to enroll this special cohort of alternatively certified teachers for middle schools. The Committee on Contracts approved this Negotiated Services request on January 31, 2012 on the basis of cost-effectiveness.

Currently, the average cost of a Master's degree and Transitional B teaching Certificate for alternative certification candidates is $13,201 as outlined in the in the table below.

Estimated Total Cost Per Alternate Route Teacher Candidate for Master's Degree Coursework and Certification Services in 2011

Course Load	CUNY	St. John's University	Long Island University	Pace University	Empire State College	Fordham University	Mercy College	Average
36 Credits	$14,300	$12,000	$12,000	$12,000	$13,080	$13,820	$15,207	$13,201

The proposed price of $13,000 per student offered to the DOE for Relay's Master's Degree and Certification Services is competitive. Non-DOE students pay at least $25,000 for the same program. Relay has committed to the TRQ that they will secure private funds to ensure that the cost to the DOE remains at the proposed amount.

Consistent with the approach in the existing agreements with IHEs for similar services, Relay would be paid per semester (fall, spring, summer) based on the actual number of alternate certification candidates enrolled at Relay. Relay's pricing has therefore been determined to be fair and reasonable.

A background check was performed and no adverse information was revealed that would preclude the NYCDOE from doing business with Relay. Therefore, the vendor is determined to be responsible.

Item: 2

Description:

Resources for schools, teachers, students and students' families to implement exemplary science investigations and to expand science content knowledge.

REQUEST FOR AUTHORIZATION FOR AMERICAN MUSEUM OF NATURAL HISTORY FOR THE URBAN ADVANTAGE PROGRAM

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$2,883,943	City Council Allocation and Tax Levy	7/1/11 - 6/30/12	None	City Council Allocation Section 1-03 (c) and Negotiated Services – Section 3-08 of DOE Procurement Policy and Procedures	Yes	Full Value
Vendor Name & Address	American Museum of Natural History Central Park West at 79th Street New York, NY 10024 Contact: Mariet Morgon					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Jessica Kaplan Senior Director of Strategic Planning	Maxine Needle Director of Grants Division of Contracts and Purchasing

PURPOSE

Authorization is requested to contract with the American Museum of Natural History (AMNH) for the Urban Advantage (UA) Program. UA provides resources for schools, teachers, students, and students' families to implement exemplary science investigations and to expand science content knowledge.

DISCUSSION

Urban Advantage works in conjunction with the DOE and eight of New York City's cultural institutions to provide a science education program for middle schools' science teachers, school administrators, students, and students' families. This will be the eighth year of the program, which includes teacher professional development, subsidized class field trips, access to science institutions and supplies and equipment for schools and classes to support scientific investigations. AMNH directs, coordinates, and administers the UA Program.

This contract includes two funding components. The first is a City Council discretionary allocation of $2 million that specifically names AMNH as the recipient of the funding, of which $115,334 funds DOE personnel costs. The second funding source is $999,277 of DOE tax levy funds. (The City Council allocation is not contingent upon this contribution by the DOE.) The Departments' Committee on Contracts determined that award of this second component to AMNH is cost effective and beneficial because AMNH was already receiving the bulk of it's funding through the City Council allocation.

City Council funds provide for 282 continuing teachers, their students, and the students' families. DOE funding will serve 64 new teachers, their students, and those students' families. These new teachers require more professional development than those continuing in the program. DOE funding also provides for advanced professional development for those continuing teachers who have been in the program for 5-years or more. Over half the participating schools have been in the program for five or more years, and the combined funding represents a continuation of the historical number of schools served each year.

This contract is retroactive due to a delay by the AMNH in submitting all the necessary documentation.

A competitive bid was not performed because the contract is funded by a City Council allocation that specifically named this vendor and, for the DOE and tax levy portion, because split administration of the program would be inefficient

DCP reviewed information regarding the vendor's background in VENDEX and found two self-reported cautions. The first identifies charges brought by:

1) The New York City Fire Department in 2005, 2006, and 2009, resulting in fines of $500, $1000, and $200, respectively, for matters related to public assembly permits and one instance of failing to conduct a required system test.

2) the New York City Department of Health and Mental Hygiene (DOHMH) in 2007, resulting in fines totaling $2,350 for failing to comply with various restaurant regulations (e.g., food being kept at the proper temperature). The last two food court inspections have resulted in an "A" rating from DOHMH.

AMNH has paid all of these fines.

The second caution identifies investigations by the U.S. Equal Employment Opportunity Commission and the New York State Division of Human Rights, regarding discrimination charges. All of these matters have been dismissed.

The vendor also reports that within the past five years the items reported in the cautions represent 12 judgments, liens, etc.; 15 investigations; and 16 violations of administrative, statutory, or regulatory provisions, all matters having been addressed.

The contract manager's office has experience with the AMNH and confirms that they have performed satisfactorily on previous contracts. There being no other significant adverse findings, AMNH has been determined to be responsible.

Item: 3

Description:

Mentoring services at specified high schools within the Partnership Support Organization Cluster.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH iMENTOR, INC. TO PROVIDE MENTORING PROGRAMS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Yr 1: $30,000 Yr 2: $130,000 Yr 3: $230,000 Yr 4: $330,000 Yr 5: $400,000 Total: $1,120,000	Tax Levy, Social Innovation Fund (SIF)	Five Years	None	Negotiated Services	No	Requirements
Vendor's Name & Address	iMentor, Inc. 30 Broad Street, 9th Floor New York, NY 10004					

Service Requestor	Division of Contracts & Purchasing Contact
Debra Maldonado Cluster Leader Office of School Support	Andrea Black Director School Based Procurement

PURPOSE

Authorization is requested to contract with iMentor, Inc. for mentoring services at specified high schools within the Partnership Support Organization Cluster. This initiative is dedicated to ensuring that low-income high school students graduate with the required skills to succeed in college. The cost to support each mentor-mentee pair will not exceed $1,259, of which over 90 percent will be funded via federal grants such as the Social Innovation Fund (SIF), and private by philanthropy.

DISCUSSION

The Partnership Support Organization (PSO) Cluster on behalf of New Visions (NV), a PSO provider, wishes to partner with iMentor, Inc. at 10 of NV's schools through FY 2017, eventually enrolling up to 4,000 students for mentoring. These 10 NV schools have expressed interest in iMentor's program and have agreed to purchase them using their individual school's budget. iMentor's program will connect high school students with college educated mentors, who will support them through graduation and the transition to college. iMentor offers three core programs: a college readiness program, a college success program, and an international high school program. Each of these programs builds relationships using a combination of weekly email exchanges and monthly in-person meetings. All interactions take place using a curriculum designed to ignite students' academic and social engagement.

For the next five years, NV students will be paired with a mentor in their first month of ninth grade who will focus on a broad range of topics, including: developing a personal relationship of trust and candor, learning to navigate advisor networks, developing critical thinking and problem-solving skills, exploring resilience and perseverance, creating connections between work and school, developing positive academic habits, engaging in extracurricular acctivities, and exploring and applying to colleges. iMentor will provide the staff necessary to recruit mentors, plan and staff events and activities, facilitate mentoring relationships and evaluate the impact of the program.

iMentor's mentors are all volunteers. They are found primarily through corporate partnerships (through employee outreach/recruitment). Mentors are screened rigorously and must pass criminal background and reference checks. They also undergo mandatory training before they begin their relationship with their mentee. Funding through this contract will provide for 2,400 mentors in 2012 - 2013 and will increase to about 8000 mentors in 2017.

The Committee on Contracts (COC) approved this request for a term of five years and at a cost not to exceed $1,120,000.

A background check is pending review by the Division of Contracts and Purchasing and any noteworthy findings will be reported. Furthermore, the vendor performed these services satisfactorily for the past five years under a previous contract, and is therefore determined to be responsible.

Item: 4

Description:

Painting schools according to plans developed by principals and student leaders. Provides internships and training for student leaders to help schools transform their buildings.

REQUEST FOR AUTHORIZATION TO PROVIDE ENHANCEMENT AND BEAUTIFICATION SERVICES TO NYC SCHOOLS FOR THE 2012-13 AND 2013-14 SCHOOL YEARS

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Cost to DOE: $260,000 / $520,000 Vendor Contributions: $1,370,000 / $2,740,000	District 52, various school contributions, and Publicolor	Two Years (3/1/12 - 2/28/14)	None	Negotiated Services	No	Requirements

Vendor Name & Address	Publicolor, Inc. 149 Madison Avenue, Suite 1201 New York, NY 10016

Service Requestor/ Contract Manager	Division of Contracts & Purchasing Contact
Jamie Smarr Special Assistant / Executive Director, Division of Operations	Paul Simms Procurement Analyst

PURPOSE

Authorization is requested to contract with Publicolor, Inc. to provide aesthetic enhancement and beautification services to schools. Publicolor provides internships and training to student leaders through its "Paint Club" program while assisting schools in the beautification of their buildings.

DISCUSSION

The Office of the Deputy Chancellor for Finance and Administration has requested a negotiated services contract with Publicolor, Inc., a New York not-for-profit organization, to paint school interiors and exteriors according to plans jointly developed with school principals and student leaders. Publicolor has completed the painting/transformation of more than 140 public school buildings to date.

These services were not procured competitively because Publicolor offers below-market rates for its services to schools. The organization also provides "value-added" services, such as internships and training to student leaders to help other schools transform their buildings (the "Paint Club"). The Paint Club provides worthwhile extra-curricular activities to students, thus enhancing their classroom experiences. Publicolor engages disaffected students by providing small but tangible successes, allowing them to build their self-esteem and develop excellent work habits and transferable marketable skills.

The annual budget of $260,000 is based on an estimated 10 school transformations each year. The average cost to transform a school building is approximately $163,000, but costs vary based on the size of a school. Of this cost, Publicolor plans to raise approximately $137,000 by way of private funds or private in-kind support. Publicolor has raised approximately $5 in private and in-kind donations for each $1 provided by the DOE for school transformation projects. Each participating school and the

Division of School Facilities (DSF) will each contribute a maximum of $13,000 toward Publicolor's operational costs for each school transformation project. Participating schools will also provide other in-kind services, such as volunteer student and faculty labor. In light of the in-kind and matching funds contribution and the cost effectiveness of these services, the project value was determined to be fair and reasonable.

On January 31, 2012, the Committee on Contracts (COC) approved this contract on the basis of its cost effectiveness.

DCP has reviewed the City's VENDEX files, its own procurement files and Dunn and Bradstreet reports for Publicolor and revealed no significant adverse information. The vendor performed satisfactorily and successfully raised all the private matching funds it committed to under the prior contract. Publicolor was therefore determined to be responsible.

Item: 5

Description:

Professional development for school leaders and teachers in instructional strategies, student-centered academic counseling services, sustainable leadership, quality teaching and student achievement.

REQUEST FOR AUTHORIZATION (RA #8) FOR PROFESSIONAL DEVELOPMENT FOR SCHOOL LEADERS AND TEACHERS (MTAC R0328)

Estimated Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$430,000 / $2,150,000	Various	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

	Vendor Names & Addresses	Estimated Annual/Total Contract Amount
1.	**Scholastic, Inc.** 557 Broadway, New York, NY 10012	$160,000/ $800,000
2.	**The Danielson Group** 12 Gordon Way, Princeton, NJ 08540	$150,000/ $750,000
3.	**Research for Better Teaching** One Acton Place, Acton, MA 01720	$120,000/ $600,000

Service Requestor/Contract Manager	Division of Contracts and Purchasing Contact
Gregg Betheil Executive Director, School Programs & Partnerships Division of Academics, Performance & Support	Joy Gentolia Director, Instructional Services Procurement

PURPOSE

Authorization is requested to contract with the three vendors listed above for professional development for school leaders and teachers in instructional strategies, student-centered academic counseling services, and sustainable leadership. These programs will be provided at the discretion of each participating school and central offices.

DISCUSSION

Vendors were invited to submit proposals for professional development for new, experienced, and lead teachers as well as assistant principals, coaches, principals and prospective school leaders in any or all of the following areas: student-centered academic counseling services, sustainable leadership, quality teaching and student achievement.

Proposals were evaluated by a minimum of three members drawn from a pool of 15 evaluators whose previous experience has included both public and non-public school teaching and administrative positions, grant management, program administration, and evaluation. The evaluation criteria were: program plan (30 points), organizational capacity (30 points), pricing (25 points), and demonstrated effectiveness (15 points). Successful vendors were required to achieve a minimum score of 70 points.

Eighty-two proposals have been received in response to this solicitation and 58 were recommended for contract awards under seven previous RAs. Forty-five already have contracts.

A workshop's session can vary in length, participant capacity, number of instructors, and subject. On average, sessions last six hours and include 30 participants. All three vendors recommended for award in this RA have per session rates higher than the average of $2,520 for vendors who already have like contracts.

The Danielson Group is the creator of the Framework for Teaching, a widely used program for training and evaluating new and experienced teachers and will provide training on the rubric to NYC DOE educators. The Framework for Teaching is incorporated into the NYCDOE's Citywide Instructional Expectations and schools and networks have requested access to professional development directly from the vendor. These programs consist of seven-hour sessions which can host up to 35 participants with one instructor. Workshops focus on teachers understanding the difference between evidence and opinion, analyzing evidence against the rubrics, and providing effective feedback to promote reflective practice. The Danielson Group reduced their per session price by 13 percent to $3,900 and provides an additional 10 percent volume discount off the total cost when ten sessions are purchased.

Research for Better Teaching per session rate is $3,223 for an eight-hour session for a maximum of 40 participants. Programs instruct teachers and leaders in strategies that use multiple data sources to help students develop a positive academic identity. Workshops consist of classroom observations, group work and learning materials for participants.

Scholastic has a per session rate of $3,800 for on-site workshops. Professional development workshops offered are one-day sessions which last eight hours and can host up to 15 participants. Services include one-to-one coaching, small group direct instruction, lesson planning, on-going evaluation and 24/7 support access, either in person or via telecommunications.

Although the prices for these vendors are higher than the average for previously awarded vendors under this solicitation, their pricing has been determined to be fair and reasonable based on their quality of services and/or years of experience.

The Danielson Group is a new vendor. The estimated annual amount for award is based on the program office's estimate of anticipated use. The estimated annual amounts for Scholastic and Research for Better Teaching are based on the average spend on previous contracts for similar services.

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

The background checks included VENDEX, the Uniform Commercial Code, Federal Tax Liens, and the Federal Excluded Parties List System. No adverse information was uncovered for the three vendors. Thus, the three vendors listed in the Appendix are deemed responsible.

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

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: 6

Description:

Whole school reform services for transitional plans that ultimately help schools continue reform efforts on their own.

REQUEST FOR AUTHORIZATION (RA #1) FOR WHOLE SCHOOL REFORM SERVICES (MTAC R0895)

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$1,200,000 / $6,000,000	Various	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

	Vendor's Name & Address	Component	Estimated Annual Amount	Estimated Total Amount
1	**Australian and United States Services in Education (A.U.S.S.I.E.)** 352 Seventh Avenue, Suite 12A, New York, NY 10001	A, B, C	$1,000,000	$5,000,000
2	**Literacy Support Systems, Inc.** 70 Parkside Drive, Point Lookout, NY 11569	A	$200,000	$1,000,000

Service Requestor	Division of Contracts and Purchasing Contact
Edward Hui Executive Director, Office of School Development Division of Portfolio and Planning	Joy Gentolia Director, Instructional Service Procurement

PURPOSE

Authorization is requested on behalf of the Division of Portfolio and Planning (DPP) to contract with the two above-named vendors for Whole School Reform (WSR) services. WSR services are necessary to support the New York State Education (NYSED) initiative to provide services in schools it has identified as in need of improvement (i.e., SINI, corrective action, restructuring, PLA, or SURR). These programs will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools. Primarily, the Office of School Development will use the contract.

DISCUSSION

There are currently 12 WSR contracts awarded under a previous solicitation, ten of which will expire on August 31, 2012. These contracts provide services to 201 schools and 31 central/field offices, including the Office of School Improvement, Empowerment Schools Network, Curriculum and Instruction, Bureau of Non-Public Schools, and Learning Support Organizations.

The awarded vendors will provide services to support central offices, cluster/network teams, and school staff in the planning and development of comprehensive whole school restructuring and sustainability programs. The ultimate goal is for program designs to function as transitional plans that ultimately lead schools to continue reform efforts on their own.

Vendors proposed for one or more of the following: Component A – Elementary School (Prek-Grade 5); Component B – Middle School (Grades 6-8); Component C – High School (Grades 9-12).

Fifteen proposals were received and evaluated by a minimum of three members drawn from a pool of nine evaluators. These two proposals were evaluated by a former Local Instructional Superintendent

who is now the Director of Special Projects from the Office of New Schools, a Director of New School Development and a Chief of Staff from the Office of New Schools. Proposals were scored based on the following criteria: program plan (30 points), organizational capacity (15 points), pricing (25 points), and demonstrated effectiveness (30 points). Successful vendors were required to achieve a minimum score of 80 points.

The committee has recommended six proposals for award, two of which are named in this request for authorization. The remaining four must still undergo cost/price analysis and background checks.

AUSSIE will provide services in all three components. Workshops will be offered throughout the school year to develop a strategic plan based on a needs analysis. They assist school leadership and instructional staff in collecting, analyzing, and using data to bring about increased academic achievement. In addition to on-site support, AUSSIE will provide an online professional development learning platform where educators can access their PD plan and share resources such as curriculum maps, units of study, exemplary teacher practice and student work, instructional strategies, and online resources.

Literacy Support Systems (LSS) will provide support through a variety of formats and structures that meet the needs of both individual elementary schools and the DOE's whole school reform initiative at the elementary school level (Component A). Workshops are offered throughout the school year and can consist of a variety of location, scheduling, and participant options. LSS helps administrators and teachers assess their work and the work of students to ensure that goals and outcomes are reached in a timely manner.

Pricing was evaluated by the Cost Price Analysis (CPA) unit and has been determined to be fair and reasonable. Hourly rates for like services by vendors contracted under the previous solicitation averaged $317. The rates for the vendors listed in this RA are significantly lower.

Awarded Vendor	Original Hourly Rate	BAFO
AUSSIE	$200	$200 (AUSSIE increased the minimum number of participants from 1 to 5 thereby lowering the cost per participant.)
Literacy Support System	$327	$187

The estimated annual contract amount for these vendors was derived from an average spend analysis of their previous contracts.

Both vendors have held several contracts with the DOE and were found to have performed satisfactorily. Background checks included VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System, as well as a comprehensive background check by DCP's Vendor Research & Price Analysis (VRPA) unit. No significant adverse information was uncovered for LSS.

The check for AUSSIE noted SCI findings that AUSSIE "submitted false requests for payment for services provided by another agency and that their invoice(s) contained altered dates and fraudulent signatures." An internal audit by AUSSIE found two April 2006 invoices containing "incorrect information," for which they reimbursed the DOE $3,600. Furthermore, a 2004-07 IRS audit determined that AUSSIE owed the federal government $1,129,459 due in part to disallowed tax deductions. In addition, New York State disallowed the same tax deductions and determined that AUSSIE owed

$146,452. AUSSIE has paid both of these obligations. Since these developments, AUSSIE was purchased by Editure Professional Development and is now run by a new group of principals. VRPA identified Editure on the NYS Workers Comp Debarred List for providing services without insurance, but Editure provided evidence to clear any wrongdoing regarding these allegations. A.U.S.S.I.E. comes highly recommended by the evaluation committee, various principals, and staff from DOE offices. These vendors have thus been determined to be responsible.

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

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

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

Item: 7

Description:

Extend contract for K-12 pupil transportation.

REQUEST FOR AUTHORIZATION

To enter into one-year contract extension with MV Transportation Inc. to provide special, general education, and summer transportation services

Contract Cost	Funding Source	Contract term	Procurement Method	Is Contract Retroactive	Contract Type
$78,956,369 estimated annual cost	Tax Levy	July 1, 2013-June 30, 2014	Section 1-03(b) Exception	No	Requirements
Vendor Name & Address	MV Transportation 297 Norman Avenue Brooklyn, NY 11222				

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Eric Goldstein, Chief Executive Officer	David Ross, Executive Director
School Support Services	Division of Contracts & Purchasing

STATEMENT OF PURPOSE

Approval is sought to extend the below referenced contracts with MV Transportation to provide special education and general education bus services. The extension will run one (1) additional year from July 1, 2013 through June 30, 2014.

Contract	Name	Service Type
0070	MV Transportation	Special Education
8108	MV Transportation	Special Education
7165	MV Transportation	Special Education
9325	MV Transportation	Special Education
9888	MV Transportation	General Education

DISCUSSION

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

Daily school bus transportation services are provided to approximately 160,000 students through almost 8,700 distinct daily bus routes. These include nearly 2,100 general education and over 4,600 special education routes for the regular school year, and 2,000 special education routes during the summer. The fleet used to provide these services is composed of approximately 7,800 buses (including spares) operated by 43 bus companies. At present, MV operates 581 buses during the regular school year, representing about 8.6% of the total number of winter routes.

Most of the current school age bus contracts were originally bid in 1979 and a subsequent group of school age general education contracts were bid in 1986. Smaller groups of summer school age special education contracts,

a specialized contract for non-ambulatory handicapped pupils, and school age special education and general education contracts were bid in 1988, 1989, 1994 and 1995.

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

OPT and the Division of Contracts and Purchasing (DCP) believe that it is in the Department's best interests to extend these contracts so as to facilitate the incremental introduction of competitive requests for bids. Contract extensions that are currently in place were staggered with differing lengths of time, with 42% of the total routes due to expire in 2013, only 6% in 2014 and 52% in 2015. So as to diminish the risks associated with bidding an overly large number of routes and maintain balance in the percentage of routes bid each year, OPT engaged in discussions with MV Transportation to further extend their contract for one year to 2014. An extension with MV will reduce the number of routes expiring in June of 2013 to 33% and correspondingly increase the number of routes that will be bid in 2014 to 15%.

Through bankruptcy, MV Transportation, Inc. entered into an agreement to purchase all the USA/United Company contracts in August of 2011. Based in Fairfield, California, MV Transportation is a privately owned company acting as a large national provider of transportation services in over 25 states since 1975. MV entered into the NYC school bus transportation market under a two year term with an agreement to preserve the favorable pricing provided through the formerly USA/United contracts.

The Department continues to seek partners to both hold the line on costs and agree to what we believed were significant but reasonable concessions. In addition to being a good quality low cost provider, MV has agreed to install GPS units on all their buses for the term of this extension. The benefits of school bus GPS tracking systems include the ability to provide near real time information in response to parent/school inquiries, finer reporting on bus locations, breakdowns, traffic, delays, on time performance and improved monitoring and costs controls of overtime routes.

Price escalations will stay within the State-prescribed Consumer Price Index (CPI) limits. The combination of generally better contract terms with prices that are generally lower than other companies to begin with allows us to conclude that pricing is fair and reasonable. The changes in contract provisions are as follows.

Category	Item	Current Extension Specification	Proposed New Extension Specification
Vehicles	GPS	At Director's sole discretion, all or a portion of the vehicles and dispatch operations may be equipped with a telematics system, including but not limited to global positioning system (GPS), automatic vehicle location (AVL) functionality, and/or back up cellular emergency equipment. To the extent that the Director requires that telematics system units be added to any vehicles and dispatch stations, DOE will bear all costs.	Contractor agrees to incur all costs for installation of GPS units for buses servicing the DOE. All buses shall be equipped with fully functional GPS units by July 1, 2013.
Terms and Conditions	IPSIG	As explained below, contractor must fully cooperate with the SCI designated Independent Private Sector Inspector General ("IPSIG") in order to be eligible to be awarded this Contract extension. Contractor must agree to an	NO IPSIG. While the United companies required an IPSIG due to implications cited in the investigation conducted by the US Attorney General, an IPSIG for MV is not needed as they are a new vendor with no history of

		investigation and monitorship conducted by the IPSIG and must enter into a written investigation and monitorship agreement at its own and sole cost and expense with the IPSIG.	improprieties.

In light of the generally favorable contract terms and with prices that are low relative to most of the other companies offering similar services, a one year contract extension is proposed.

MV Transportation has current VENDEX forms on file and the comprehensive background check revealed the following noteworthy information:

- In November 2011, a DOE school bus operated by Reliant Transportation, a subsidiary operated by MV with the permission of the DOE, caught fire near Penn Station: Nobody was harmed in the incident and, although the New York State Department of Transportation report has not been issued, MV advises that it has been informed by the DOT that its findings were inconclusive. The bus was one from the fleet of United Transportation, a former DOE vendor, whose buses were purchased by MV. Following the fire, MV conducted its own review of the fleet, suspecting a possible wiring problem with the heating/air system of models from the same year/make. MV found a loose wire by the fuel pump on one bus, which was immediately fixed, however did not identify any issues with the heating/air system wiring.
- From 2004 to 2007, five contracts were terminated early or not renewed due to performance issues, but it appears that none of the matters resulted in a finding of material breach of contract, nor were any of the contracts terminated for cause.
- We found some other litigation, accidents, citations and fines, but no more than ordinary for this industry and a company as large as MV.

In light of the industry and MV's volume of business, which includes 197 contracts valued at $726 million in 2010, the DOE believes the number and nature of the matters cited is not unusual. Accordingly, MV's responsiveness in addressing such matters and their successful assumption of routes previously assigned to United Bus supports a determination that MV is responsible.

Item: 8

Description:

Community service learning opportunities for approximately 400,000 New York City students through the Penny Harvest Program.

REQUEST FOR AUTHORIZATION FOR COMMON CENTS NY, INC.

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$32,000	Tax Levy / City Council	7/01/11 - 6/30/12	None	City Council Allocation Section 1-03 (c) of DOE Procurement Policy	Yes	Full Value
Vendor Name & Address	Common Cents NY, Inc. 570 Columbus Avenue New York, NY 10024 Contact : Sharon Alexander					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Jessica Kaplan Senior Director of Strategic Planning	Maxine Needle Director of Grants

PURPOSE

Authorization is requested to contract with Common Cents NY, Inc., to provide community service learning opportunities to approximately 400,000 New York City students each year through the Penny Harvest Program.

DISCUSSION

Penny Harvest is the largest service learning program active in New York City, operating in approximately 700 schools throughout the five boroughs. Through the program, children gather pennies, make grants, and take action to help people and causes such as protecting the young and elderly, supporting disaster relief, fighting disease, caring for the environment, and defending human rights. New York City children collect hundreds of thousands of dollars annually for these causes.

As children progress through the program, they learn to be responsible citizens, philanthropists, and community organizers and leaders. Student leaders, usually 15-20 students across multiple grades, meet weekly for 16 weeks to represent their schools in grant making. They research and discuss community issues with peers and community members; identify, interview, and visit potential grantees; and, ultimately, make funding decisions.

Common Cents staff trains and supports teachers to link service projects with academic lessons and provides ongoing assistance on-site. Common Cents also trains an adult facilitator in each school (a Penny Harvest Coach) to work with a group of student leaders to run the year-long program.

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

This contract is retroactive due to a delay by the vendor in submitting all the necessary documentation.

DCP reviewed the vendor's background in the VENDEX system and found no significant adverse information. The vendor has thus been determined to be responsible

The price for services was established by the City Council.

Item: 9

Description:

Implementation of the Computer for Youth Digital Learning Program in nine high-poverty middle schools.

REQUEST FOR AUTHORIZATION FOR COMPUTERS FOR YOUTH

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$79, 000	Tax Levy / City Council	7/01/11 – 6/30/12	None	City Council Allocation Section 1-03 (c) of DOE Procurement Policy	Yes	Full Value
Vendor Name & Address	Computers for Youth 520 Eighth Avenue, Floor 25 New York, NY 10018 Attention: Mark Malaspina, President					

Service Requestor / Contract Manager	Division of Contracts & Purchasing Contact
Jessica Kaplan Senior Director of Strategic Planning	Maxine Needle Director of Grants

PURPOSE

Authorization is requested to contract with Computers for Youth Foundation, Inc. (CFY) to support implementation of the CFY Digital Learning Program on behalf of 1,578 new families in nine high-poverty middle schools.

DISCUSSION

As part of the NYC Connected Learning Program, an initiative led by the DOE and the NYC Department of Information Technology and Telecommunications, CFY will implement its Digital Learning Program. To be eligible for the program, middle schools are required to have at least 75 percent of their students enrolled in free or reduced lunch programs. The selected schools partner with CFY to conduct outreach to families of sixth graders. Families are encouraged to attend Saturday family learning workshops, which provide training on creating a strong home learning environment, as well as basic computer skills, Internet safety, and the use of educational software.

Each family receives a "home learning center," consisting of a refurbished desktop computer, a set of educational software, and free subscriptions to fee-based online subscription products. CFY trains teachers in improving student achievement and deepening the school-home connection. CFY also conducts pre- and post-participation surveys of all participating families to measure key program areas such as family demographic information, family Internet adoption rates, parental aspirations for their children's academic success, and parental confidence in improving the home learning environment.

Competitive sealed proposals were not solicited for this procurement and a contract for these services is necessary because the City Council discretionary allocation specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the allocation.

This contract is retroactive due to a delay by the vendor in submitting all the necessary documentation.

DCP reviewed the vendor's background in the VENDEX system and found no significant adverse information. The vendor has thus been determined to be responsible.

The price for services was established by the City Council.

Item: 10

Description:

Even Start Family Literacy Program which serves parents and children zoned for PS 503K and PS 506K, which have high-needs populations in Community School District 20.

REQUEST FOR AUTHORIZATION FOR EVEN START FAMILY LITERACY SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$221,407	NYSED	7/1/11 - 6/30/12	None	Vendor Named in Grant, Per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Sunset Park Health Council d/b/a Lutheran Family Health Center 150 55th Street Brooklyn, NY 11220 Attention: Patricia Clancy					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Patricia Payne Senior Grants Officer	Maxine Needle Director of Grants

PURPOSE

Authorization is requested to contract with Sunset Park Health Council d/b/a Lutheran Family Health Center for the Even Start Family Literacy Program. This family literacy program serves parents and children zoned for PS 503K and PS 506K, which have high-needs populations in Community School District 20.

DISCUSSION

The objective of the Even Start grant is to provide family literacy services that will improve educational opportunities for low-income families. Sunset Park Health Council d/b/a Lutheran Family Health Center provides family literacy services for up to 40 families per year, including approximately 70 children from birth through age seven, and 40 primary caregivers. Children in pre-K and the elementary grades attend classes offered by the schools, while their younger siblings will be enrolled in Even Start Early Childhood classes. Home visits are also integrated into the program.

The vendor offers two weekly nine-hour sessions of on-site comprehensive family literacy programming each week, in which parents receive seven hours of English Language Literacy (ELL) and one hour of parenting skills training while their children receive eight hours of early childhood education.

This contract is retroactive because initially the New York State Education Department (NYSED) did not award District 20 Even Start Funding for FY 11-12 until after the District appealed the decision. As a result, the award letter was issued late and the funding was activated after the start of the school year.

The grantor's program is an Even Start Literacy Grant. A contract for these services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. The vendor has been determined to be responsible.

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