Panel for Educational Policy
Contract Agenda
December 14, 2010

Item: 1 **Description:** Maintenance of the bus routing software application used to manage general education bus routes.

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

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

Vendor Name	Estimated Annual Amount
Education Logistics, Inc.	$27,400

Item: 2 **Description:** Professional development for School Leaders and Executive Leadership Institute programs.

Term: 1 year **Options:** 3 one year options **Funding:** Tax Levy

Division: Office of Multiple Pathways to Gradu **Contract Type:** Full Value

Vendor Name	Annual Amount
Council of Supervisors & Administrators	$1,620,000

Item: 3 **Description:** Software maintenance of Point of Service technology and the internet payment system, MyLunchMoney.com.

Term: 3 years software maintenance & 2 years internet **Options:** None **Funding:** Tax Levy

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

Vendor Name	Estimated Annual Amount
School-Link Technologies, Inc.	$164,283

Item: 4 **Description:** Platform that will host and support the iLearnNYC initiative for online teaching and learning.

Term: 3 years **Options:** 2 one year options **Funding:** Capital & Tax Levy

Division: Office of the Chancellor **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
D2L Ltd	$2,708,340

Item: 5 **Description:** Electrical and mechanical engineering services to evaluate buildings and systems to determine existing conditions, repair methods and design solutions for mechanical and electrical systems.

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

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

Vendor Name	Estimated Annual Amount
EME Consulting Engineering Group LLC	$356,465

Item: 6 **Description:** Professional development and support for comprehensive standards-based mathematics instruction for K-12 teachers, teacher leaders, coaches, school leaders/administrators and school support organization administrators.

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

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

Vendor Name	Estimated Annual Amount
Legacy Pathways	$25,000
Lehman College	$55,000

Item: 7 **Description:** Dropout prevention services for students and families of EBC High School for Public Service.

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

Division: Office of School and Youth Develop **Contract Type:** Full Value

Vendor Name	Annual Amount
El Puente de Williamsburg, Inc.	$50,000

Item: 8 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 6 years **Options:** None **Funding:** Various

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

Vendor Name	Estimated Annual Amount
Congregation Kehilas Yaakov	$90,000
EMC Publishing	$90,000
Evan-Moor Corporation	$90,000

Item: 9 **Description:** Tickets to Apple Corps NYC Safe-T Musical performances on traffic safety for schools located in high-risk communities.

Term: 3 years **Options:** None **Funding:** NYC Department of Transportation Grant

Division: Office of School and Youth Develop **Contract Type:** Requirements

Vendor Name	Estimated Annual Amount
Encore Performing Arts Inc	$165,000

Item: 10 **Description:** Professional development services in American History for 7th, 8th and 11th grade teachers in District 12.

Term: 3 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
American Social History Project, Graduate Center, CUNY	$25,700

Item: 11 **Description:** Evaluations services for 7th and 8th grade American History teachers in District 32.

Term: 3 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
Education Development Center	$40,000

Item: 12 **Description:** Evaluations services for 4th - 11th grade American History teachers in District 31.

Term: 2 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
Education Development Center	$48,890

Item: 13 **Description:** Evaluations services for 7th - 11th grade American History teachers in District 12.

Term: 3 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
Education Development Center	$40,000

Item: 14 **Description:** Professional development services in American History for 7th - 11th grade teachers in District 12.

Term: 3 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
Research Foundation CUNY/Queens College	$63,628

Item: 15 **Description:** Even Start Family Literacy program for parents and children in Public Schools 503 and 506, which have a high need population in Community School District 20.

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

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

Vendor Name	Annual Amount
Sunset Park Health Council, Inc. DBA Lutheran Family Health	$236,006

Item: 16 **Description:** Professional development services in American History for 7th and 8th grade teachers of English Language Learner students in District 32.

Term: 3 years **Options:** 2 one year options **Funding:** Federal

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

Vendor Name	Annual Amount
American Social History Project/Graduate Center, CUNY	$129,545

Item: 1

Description:

Maintenance of the bus routing software application used to manage general education bus routes.

REQUEST FOR AUTHORIZATION

Contract extension with Education Logistics Inc. to provide maintenance of transportation routing software

Contract Cost	Funding Source	Contract term	Procurement Method	Is Contract Retroactive	Contract Type
$27,400 annual cost $82,200 Cost - plus CPI adjustment	Tax Levy	Jan. 1, 2011-Dec. 31, 2013	Negotiated Service	No	Requirements
Vendor Name & Address	Education Logistics, Inc. 3000 Palmer Street Missoula, Montana 59808				

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Lisa D'Amato Director, Contract Management	Linda Rodriguez Director, Transportation, Food and Facilities
Office of Pupil Transportation	Division of Contracts & Purchasing

STATEMENT OF PURPOSE

The Chancellor's approval is sought to authorize a contract extension with Educational Logistics (Edulog) for maintenance of the transportation routing software used by the Office of Pupil Transportation (OPT).

DISCUSSION

Edulog is the bus routing software application used to manage general education bus routes. Using this software bus companies create routes for student transportation and OPT, in turn, reviews and approves the vendors' routes to ensure optimal efficiency. The routing system is also a tool for OPT to estimate the pick up time for students from home bus stops and schools.

The Edulog software has been customized and integrated to work with multiple OPT web services and database structures for route management and reporting. The annual license and maintenance fee includes all regular Edulog system upgrades and unlimited software support.

A five year contract between the DOE and Edulog expired December, 2009 but the contract was extended to December, 2010 to provide for annual software maintenance and for an upgrade. This Request for Authorization is to extend license and maintenance services with Edulog until December, 2013. OPT expects to utilize the Edulog system for at least three years following which OPT will then consider the purchase or development of new routing software. It is estimated that the cost of customizing and integrating a new system would be at least 15 times the cost of this extension, so we do not believe a new procurement would be worthwhile at this time.

As provided by the original contract, the annual software maintenance is $27,400 and is subject to an annual Consumer Price Index. The use of this industry index for price adjustments is deemed to be fair and reasonable.

The vendor has provided satisfactory service in the past and we anticipate they will continue to provide good service during the upcoming year.

Item: 2

Description:

Professional development for School Leaders and Executive Leadership Institute programs.

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

Annual/ Total Contract Amount	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$1,620,000/ $6,480,000	Tax Levy	7/1/10 - 6/30/11 Plus Three 1-year Renewal Options	Negotiated Services	Yes	Full Value
Vendor Name & Address	Council of Supervisors and Administrators 16 Court Street, 4th Floor Brooklyn, New York 11241				

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Khalek Kirkland Senior Director of Leadership Division of School Support and Instruction	Angela Edwards Director Central Office Procurements

STATEMENT OF PURPOSE

Authorization is requested to enter into an agreement with the Council of Supervisors and Administrators (CSA) to provide professional development for two programs: the School Leadership program, for an annual amount not to exceed $1,000,000 and the Executive Leadership Institute (ELI) program, for an annual amount not to exceed $620,000. The former is paid for with DOE funds while the ELI program is paid for with resources provided by City Council allocations.

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 Senior Director of Academics, Division of School Support and Instruction (DSSI). The DOE has sole discretion to renew this contract each year.

DISCUSSION

The Committee on Contracts approved this negotiated services contract based on its inclusion in the DOE's labor agreement with the CSA. A Memorandum of Agreement with CSA requires the DOE to fund training for CSA members. Additionally, the City Council earmarked $300,000 in baseline funding for training provided through the CSA. This funding, combined with an additional City Council yearly allocation of $320,000, creates a full budget of $620,000 for the ELI.

The School Leaders Program addresses New York City's critical and growing shortage of school leaders prepared to lead high-needs schools and improve student achievement. ELI is the professional development arm of the CSA. ELI, funded from the CSA's labor agreement with the DOE and the City Council, will administer the professional development for the School Leaders program.

The CSA will provide professional development for school leaders at its five Educational Leadership Centers. Each of which provides a collegial place to engage school leaders in cutting-edge activities specifically 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 to help new assistant principals in their current work and prepare them for advancement to the position of principal. ELI provides a full range of single-topic workshops to support the needs of all CSA members.

The CSA will also provide mentoring/coaching for newly assigned and first-year assistant principals. The mentor/coaches have received extensive training and will continue to receive additional support and training throughout the year. The mentoring program is anchored by a select group of retired principals and assistant principals, each with a distinguished career in the New York City public school system. Using their experience and expertise, mentors guide new assistant principals through an examination of the leadership skills needed to develop an effective, sustainable school learning community. All mentors participate in professional development opportunities throughout the year to sustain their capacity to support the new assistant principal.

A contract for personal services is necessary because such services are required by labor agreement and the City Council specifically named this vendor and its services.

The DSSI confirms that CSA performed satisfactory under the prior contract for similar services. The DCP reviewed information regarding the vendor's background and found no significant adverse information. Therefore, CSA is deemed responsible with respect to this work.

Item: 3

Description:

Software maintenance of Point of Service technology and the internet payment system, MyLunchMoney.com.

REQUEST FOR AUTHORIZATION FOR SOFTWARE MAINTENANCE AND URL SERVICE FOR EXISTING POS TECHNOLOGY SYSTEMS FOR SCHOOL FOOD SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$116,283 for Software Maintenance; $48,000 for URL Service/ Total Amount: $444,849	Tax Levy	Three-Year Software Maintenance Two-Year URL Service	N/A	Negotiated Services	Yes	Requirements
Vendor Name & Address	School Link Technologies, Inc. 1437 6th Street Santa Monica, CA 90401-2410					

Service Requestor/Contract Manager	Division of Contracts and Purchasing Contact
Lisa D'Amato Contract Manager Office of School Support Services	Linda Rodriguez Procurement Analyst

STATEMENT OF PURPOSE

Authorization is requested for a contract with School Link Technologies, Inc. ("School Link") for three years to maintain point-of-service (POS) technology software and for two years to continue to provide the Internet-based payment system, Mylunchmoney.com.

DISCUSSION

Seeking to modernize cafeteria payment methods through the installation of POS terminals at over 1,200 sites, the Office of School Food issued a Request for Proposals (RFP 1C052) in July, 2003. Due to budget constraints, the number of installations was subsequently reduced. At present, there are 363 installations. The original 5 year contract was extended once from September 2009 through August 2010. This RA provides for a further extension of the contract for only software maintenance and the "Mylunchmoney.com" program discussed below.

Software Maintenance: Total Cost $348,849

The maintenance fee covers all upgrades and updates made to the application. It also provides software warranty and troubleshooting support for the schools. The monthly contracted rate is $26.88 per license per month. There are 318 licenses for 36 months for a total of $307,723. There are an additional 45 licenses required for sites installed in November, 2010. This total for these licenses for 34 months is $41,126. Accordingly, the total cost for the 363 licenses is $348,848. It is anticipated that this item need to be handled as a negotiated service in the future because of the proprietary nature of the software application.

MyLunchMoney.com: Total Cost $96,000

The POS system automatically records student participation in the breakfast and lunch program, determining eligibility at point of service for free, reduced-priced, and fully paid meals. The system also reduces cash handling on cafeteria lines by diverting cash payments to kiosks and to Mylunchmoney.com, an Internet-based payment system School Link provides to manage household transactions for meal fee payments. Parents fund their children's meals by transferring funds electronically into their school meal accounts thus providing a useful service to parents, students and schools.

School Food will attempt to procure these services competitively by September 2011, but changing provider's mid-year would create operational issues in the field.

School Link has agreed to continue to charge the originally contracted two percent on transactions that go through "Mylunchmoney.com". Based on the historical expenditure for this service, the anticipated annual cost will be $48,000. Therefore, prices are determined to be reasonable.

The Committee on Contracts approved the negotiated service to allow for continuity of service and because this would be the second extension on the contract. These services are required to maintain the functionality of current POS systems.

Total Cost: $444,849

Prices are the same as the original contract, which was competitively bid. As such, prices are deemed fair and reasonable. School Link is in good standing with the Office of School Support Services and has proven to be responsible. A background check on School Link has not been completed. If any significant adverse information is found, this RA will be resubmitted for approval with a discussion of the findings.

Item: 4

Description:

Platform that will host and support the iLearnNYC initiative for online teaching and learning.

REQUEST FOR AUTHORIZATION

D2L Ltd. to provide virtual learning platform for the iLearnNYC initiative

Contract Cost	*Funding Source*	*Contract Term*	*Procurement Method*	*Is Contract Retroactive?*	*Contract Type*
Estimated $11,409,690	Capital and Tax Levy	Three years, with two 1-year options to extend	RFP	No	Requirements
Vendor Name & Address	D2L Ltd. 715 St. Paul Street, Baltimore, MD 21202				

Service Requestor/Contract Manager	*Division of Contracts & Purchasing Contact*
Sandeep Chellani, Executive Director	James McBride, Chief Administrator
Division of Labor, Talent and Innovation	Central Office Procurement, Division of Contracts & Purchasing

STATEMENT OF PURPOSE

Approval is sought to contract with D2L Ltd. to purchase a platform to host and support the iLearnNYC initiative for online teaching and learning. The cost of the contract is estimated to be $2,708,340 annually for a projected 122,000 active users over the term of the contract. The contract is expected to commence on or about March 1, 2011.

DISCUSSION

iLearnNYC will allow DOE to offer web-based educational courses and resources to supplement traditional face-to-face classes. The D2L platform is central to the iLearnNYC initiative, as it will be the platform on which web-based educational courses and resources from third party vendors will be aggregated, managed, and delivered. When in place, users will have a single sign-on that will provide access to all iLearnNYC services. Instructors will be able to develop new courses, enhance existing courses, integrate third-party content into their classes, communicate and collaborate with administrators and other teachers, and monitor the progress of students. Students will have access to a range of courses and supplementary materials that may be individually tailored for them. Data management and reporting tools will provide parents and administrators with information on student progress, class effectiveness, participation rates, and other relevant matters.

A Request for Proposals was released in July 2010 and fifteen proposals were received. The RFP method was selected because the services and products needed are complex, it was not possible to fully detail the scope of work, and it was necessary to evaluate proposals on factors other than price. The evaluation committee consisted of two school principals, two representatives from DOE's Division of Instructional and Information Technology, and one representative each from the Division of Labor, Talent and Innovation and the Division of Performance and Assessment. The committee was assisted by outside consultants from DOITT and Gartner who served as non-voting technical advisors. The evaluation criteria were Program Plan, Organizational Capacity, Demonstrated Effectiveness, and Price, each worth 25% of the total score.

After reviewing the 15 proposals, the committee determined that RM Education, Pearson, D2L, and Blackboard most directly responded to the requirements set forth in the RFP, offering products with extensive functionality, proven track records, and large installed user bases. Those four venders were invited for oral presentations.

Based on their proposals and oral presentations, the committee viewed D2L and Blackboard as most capable of meeting DOE's needs. Both demonstrated deep knowledge of the industry, both have a great deal of experience working with large educational institutions in the US, both demonstrated existing products that would be available in September 2011, and both were highly recommended by outside consultants.

D2L and Blackboard were invited for discussions to refine their work plans and the requirements of DOE. Lacking actual usage numbers, and for ease of comparison, the RFP asked vendors to price for a single year of 2500 users, although vendors were told that the number was for demonstration purposes only. (*See table below*) After lengthy technical discussions in which usage estimates and technical details were refined, the two vendors were asked for best and final offers (BAFO's) using a much higher estimate of 50,000 users over three years.

In their initial response to the RFP, D2L had assumed that they would do their installation remotely. During technical discussions, DOE emphasized the need to have vendor staff on-site and rejected the idea of a remote installation. This change accounts for the proportionately larger increase in the D2L price.

VENDOR	PRICE (based on 2500 users for one year)	BAFO (based on 50,000 users over 3 years)
D2L Ltd. / Desire2Learn	**$404,650**	**$3,840,000**
Learning3	$1,216,875	
Agilix Labs	$1,962,875	
Excelsior Software d/b/a Global Scholar/Pinnacle	$2,474,025	
WCH Service Bureau	$4,370,500	
It's Learning	$4,760,871	
Aries Technology	$4,835,450	
Dell	$5,618,903	
Blackboard	**$5,926,415**	**8,407,333**
Pearson	**$9,743,284**	
RM Educational Software	**$10,447,133**	
IQ Innovations / Iquity	$12,701,053	
Connections Academy	$19,410,375	
Keane	$44,742,069	

In addition to offering a lower price, the committee felt that D2L better met DOE requirements. D2L showed a clear understanding of the need to integrate multiple content vendors and internal DOE systems, offering to modify their standard practices to accommodate DOE's need for additional system documentation. The D2L user interface is easy to use and offers an extensive range of tools for instructors. D2L has also shown itself able to handle large engagements

successfully. For example, the Pennsylvania State System for Higher Education migrated to D2L from Blackboard in the fall of 2010, and the Tennessee Board of Regents and the Minnesota State Colleges and Universities Systems selected D2L for their institutions.

After the committee had voted to award the contract to D2L, Blackboard unexpectedly submitted another price revision, lowering their base price for 50,000 users to $3.9M as compared to the $3.8M from D2L for the equivalent usage. In so doing, Blackboard suggested that they were willing to forego most of their profit to obtain New York City as a client. At the time, no information had been given to any of the vendors regarding their status. Consequently, Blackboard's revised price proposal was passed to the committee. Unanimously, the committee members responded that the technical merits of D2L still made them the preferred choice. Moreover, in spite of Blackboard's price reduction, D2L remained the lower-priced vendor.

Three days after submitting their revised proposal, Blackboard sent a letter suggesting a possible conflict of interest on the part of one of the subject-matter experts who had been acting as a non-voting advisor to the evaluation committee. DOE reviewed the matter and found no impropriety. Moreover, on receipt of the initial proposals, all consultants had signed statements that indicated no ongoing relationships with any of the vendors.

The contract value of $11.4M includes both 2-year renewal options and an estimated user based that ramps up to 122,000 over 5 years as well as all of the optional features that were requested, on which D2L was lower, but which were not included in the BAFO price.

As D2L has consistently offered the lowest price, their pricing is deemed fair and reasonable. The current pricing reflects DOE's estimate of the largest number of possible users. The Educational Investment Case is attached.

The Division of Contracts and Purchasing has reviewed the City's VENDEX and Federal Debar List. No signification adverse information was revealed. Consequently, D2L is deemed a responsible vendor.

Department of Education

Educational Investment Case

RFP # R0863

iLearnNYC Online Learning System—Platform

(1) Statement of problem or opportunity

Currently there are a variety of learning management and e-portfolio systems and commercial online course providers used by DOE schools. There is no coordination of purchasing and so no economies of scale both in the pricing and resources needed to implement them. With the exception of the resources provided through the iLearnNYC pilot, these systems and services are individually contracted for and implemented by the individual schools. Therefore, these individual DOE schools shoulder the bulk of responsibility and costs associated with the purchasing and administration of these systems.

Through iLearnNYC, DOE hopes to resolve the following issues:

1. Online courses and content are purchased without planning by schools and not at scale. Insufficient information is captured to fully determine the true value of these to the school and the students.
2. Schools are limited to a narrow selection of content and unable to choose from a pool of resources that could best meet their needs.
3. Schools do not have a uniform platform that contains robust virtual classroom tools that are available across the entire DOE system. The current disjoint nature of multiple learning management systems inhibits collaboration between teachers across schools and does not enable the ability to share resources seamlessly across the DOE.
4. Lack of scalable business processes and enterprise systems to manage enrollment, user access, license/content management, authoring workflow and reporting creates an unnecessary additional administrative burden on the schools and inhibits the use of virtual learning.
5. The inability to search a robust system that contains resources or information about resources aligned to standards limits the ability of staff to create learning opportunities targeted to student's needs.

(2) Project or program description, goal and scope;

To accelerate student learning and close the achievement gap through innovative uses of technology, the DOE launched the virtual learning environment known as "iLearnNYC" beginning with the 2010-2011 school year. In 2011-2012, iLearnNYC will increase the number of schools, teachers, and students participating in online and blending courses. In addition, The Office of Multiple Pathways to Graduation will expand the credit options for over-age and under-credited students through the use of online course materials.

DOE has set the following priorities for iLearnNYC:

1. Expand access to quality courses and teachers using existing online learning models
2. Improve the quality of online content and learning experiences by expanding the internal capacity to develop better content and urging partners to develop higher quality content
3. Transform instructional quality through cross-school review of student work, competency-based grading, performance assessments, and related strategies
4. Transform traditional school models through hybrid and blended teaching and learning approaches
5. Enable teachers to be more effective by leveraging online instructional models and materials.

(3) Project or program governance;

Executive Sponsors

The Executive Sponsors for iLearnNYC represent DOE's business and technical staff. These sponsors:

- Establish program vision and strategic directions;
- Review major program investments and critical program issues;
- Own and are accountable for program success;
- Obtain support of other policymakers and executives

The Executive Sponsors for iLearnNYC are the Chief of Innovation/R&D; the CIO; and the Deputy Chancellor Innovation and Labor.

Project Organization Structure:

During the initial phases of the engagement, the iLearnNYC contracted vendor's primarily interaction will be with the Product Development team (PD) in the Division of Talent, Labor, and Innovation.

The Product Development team will coordinate the contracted vendor's activities between the various business and technology stakeholders during the development and launch phase of the initial phase of this project. The DOE has a strong commitment to this program at all levels and has dedicated a team to support this endeavor from all parts of the organization.

Project Monitoring and Quality Assurance

DOE has also contracted with an independent professional services organization to provide Quality Assurance (QA) and Project Monitoring Services for the DOE's virtual learning initiative as well as other systems. The QA contractor would be responsible for identifying issues, assisting the DOE in its coordination of the vendor contract, identifying risks and bringing them to the attention of the governance bodies, and management of inter-agency coordination.

Contracted Vendor Roles and Responsibilities

The selected contracted vendor will be responsible for supporting all activities associated with design, validation and implementation of the iLearnNYC solution and will also be responsible for initial maintenance and support and warranties for the installed system.

Project Initiation and Ongoing Project Management

The contracted vendor will develop a detailed implementation plan and schedule outlining the key phases, tasks, activities, dependencies, budgeted hours, assigned resources and deliverables for the project. The project schedule will take into consideration DOE resource availability. The contracted vendor will also provide a project organization chart and a staffing plan.

As part of the ongoing management of the project, the selected vendor will develop a risk management plan identifying potential project risks and will also identify, track and manage project issues and develop an issue resolution process.

(4) Delivery components:

iLearnNYC will coordinate the provision of online courses and digital resources to DOE schools. In addition, it will manage all services related to implementation of the online learning environment. These high-level components include:

- A Learning Management System and Environment that facilitates access to online learning content, online teaching and learning, enabling users to engage content and collaborate effectively.
- A Content Repository enabling users to effectively manage and share learning resources. Usability and features allow clients to manage their learning objects, all in a standards-based tool, with full-text search capability and easy integration with other content repositories.
- An ePortfolio enabling users to electronically store evidence of effort, progress and achievement over time. The ePortfolio encourages students to reflect on their submitted work and to collaborate and receive feedback from their peers, teachers, and external mentors.
- An Analytics component that transforms data into relevant knowledge to help guide performance, improve achievement, and decrease the burden of accountability by automatic data collection and reporting. Data will also be integrated with other DOE data stores, allowing DOE to gain transparency to all of the various datasets in the platform, and other services and connected data.
- Development of a License Management System that manages the use of licensed content and integrates with DOE data systems
- Management of the license agreements, enrollment data, identity management and permissions, and course and user data through integration with DOE data systems

(5) Alignment with educational objectives and list of stakeholders consulted;

The education objectives of iLearnNYC include:

- Increase the range of course offerings available to students
- Provide access to online resources aligned with state and Common Core standards
- Increase the options for acquiring credits needed for graduation
- Promote instruction that is
  - More personalized to the student's needs and interests
  - Better aligned with 21st century "ways of working"
  - Supportive of performance-based learning

Stakeholders consulted:

- 42 pilot school principles and teachers
- Evergreen consulting group – specialists in K-12 virtual learning
- The International Association for K-12 Online Learning and many of its key members, as well as a Blue Ribbon Panel
- Market research obtained through Gartner, Inc
- The Chancellor and his senior leadership team
- Division of Talent, Labor, and Innovation (DTLI)
- Division of Instructional and Information Technology (DIIT)
- Division of Contracts and Purchasing (DCP)

(6) Alternatives considered;

DOE considered not implementing a centralized approached to procuring and supporting a system wide technology solution that provides access to online learning content, facilitates online teaching and learning, and supports the administration and management of a online learning environment. This would place DOE in the position of continuing to support the current practice of having individual schools purchase online learning content and the services of learning management system, content management, and e-portfolio solutions. There are significant disadvantages to continuing this approach:

- The DOE will not be able to integrate content metadata into a consolidated search engine so that other schools may find and purchase the content as needed.
- It will be much more difficult for the DOE to integrate student data from these disparate systems with other DOE systems and data warehouses. This will hinder the goal of attaining comprehensive reporting and analysis of student achievement and the effectiveness of online and blended learning on learning outcomes.
- Individual schools will shoulder the bulk of the responsibilities associated with the deployment and administration of these systems. There would be no centralized training or Help Desk functions.
- By not using a system wide contract, the economies of scale achieved through centralized purchasing are not realized. Individual schools will purchase individual, independent systems and these costs for these systems will be greater than the costs for an enterprise system negotiated through system wide contracts.
- The functionally of the different systems will vary.

(7) Key risks or dependencies;

1. Adoption: iLearnNYC adoption depends on changes in systemic conditions and capacities. The year-one enrollment projection is estimated at 25,000 students with a scale up projection of 122,000 course enrollments in five years. If user adoption does not meet these projections, the DOE risks not fully recognizing the positive aspects that come from district-wide adoption. The Division of Talent, Labor, and Innovation, the Division of Instructional and Information Technology, the iLearnNYC management team, and the Communications Office have developed and are implementing plans to support the expansion of the current iLearnNYC pilot.

2. Platform implementation risks: The contracted vendor and DOE will jointly define and document a Risk and Issues Management plan by Jan 21, 2011.

3. Platform implementation dependencies: The primary dependencies in the platform implementation are

    - Configuring the organization of the units within the platform and the user roles and permissions to meet DOE's requirements. DOE will engage key stake-holders in these facilitated discussions with the contracted vendor.
    - Development of the license management system and course catalog. DOE has already defined the requirements for this at a high level and will collaborate with the contracted vendor in the development of this product.

4. Technology/infrastructure capacity: DOE will expand network, electrical, and school technology infrastructure to support anytime/everywhere learning. Sufficient bandwidth to

support the increasing use of multi-media and simulations in high quality online content will be essential. Ubiquitous access to computers and mobile devices by students and staff involved in this program is a critical factor.

5. Human capital/leadership development: The need to incorporate online learning strategies and management into professional development offerings and support structures. The iLearnNYC team has developed plans addressing these needs:
    - Assistance for school leaders in designing curriculum that incorporates personalized mastery learning for online learning.
    - Assistance for school leaders to include additional ways of supervising staff and collecting, analyzing and using data to take advantage of increased functions
    - Support for network capacity to train existing principals to incorporate anytime/everywhere personalized mastery learning.
    - Support for network capacity to train teachers to teach in online and blended learning environments. This includes professional development for teachers focusing on learning strategies for teaching online, using e-portfolios, using the learning management (LMS) and content management systems, adapting and expanding pre-existing content and assessments to meets the needs of their students, as well as developing their own materials, and understanding how to use the LMS to support mastery learning and universal design.

(8) Cost/benefit analysis;

There are two areas to consider in the cost/benefit analysis: the use of online and blended learning as an instructional option and the cost/benefits of using an enterprise wide approach to the information systems and management of these systems required to support online and blended learning.

1. The use of online and blended learning as an instructional option: Online and blended learning in NYC schools is being used successfully for a wide variety of purposes that benefit students. Some examples of current uses of online and blended learning include:
    - expanding the range of courses available to students beyond what a single school can offer;
    - providing highly qualified teachers in subjects where qualified teachers are unavailable within a single school by providing courses across several schools;
    - providing credit recovery programs for students that have failed courses and/or dropped out of school,
    - affording additional learning opportunities for at-risk students and students that are currently performing below grade-level

In the future, there may be some cost savings due to the need for fewer physical classrooms and other facilities dependent upon the delivery models employed, However, the significant benefits to online and blending learning in making the previously unaffordable, possible outweigh any cost savings benefits. For example, some schools cannot offer high-level math, science, technology or world language courses due to too few students. It is too expensive to dedicate a teacher for only a few students. Online learning makes it affordable to offer these courses because the students can be pooled across several schools to create sufficient demand for the course to be cost effective. This allows schools to be more competitive in drawing student enrollments

2. Platform cost/benefit analysis: Utilizing a single system for online learning across the DOE enterprise (including the learning management system, content repository with federated search, ePortfolio, and synchronous presentation tool) will have the following cost/benefits:

- Centralized coordination in the purchasing of systems and services will result in a gain of economies of scale both in the pricing and in the resources needed to implement them. Previously, these systems and services were individually contracted for and implemented by the individual schools. The cost of technology, in general, can be reduced when there is a centralized pooling of purchasing requests and centralized pricing negotiation.
- Centralized management and implementation will generally make more efficient use of personnel work time.
- By delivering training in a single familiar user interface, the costs and time associated will training across multiple platforms with different interfaces and functionality will be reduced.
- Integration with DOE's IT infrastructure and management systems will be centralized thereby reducing costs associated with implementing integrations with multiple systems.
- Course development and authoring processes will be shared across the DOE enterprise.
- The online content repository will be centralized, vetted and linked to a wide array of learning materials that are pre-associated to state standards, thereby decreasing the amount of time that educators spend searching for high-quality learning content.
- Synchronous learning tools will be used for administrative and business meetings as well as online teaching, thereby alleviating loss of productive time due to travel, as well as direct travel costs.
- An enterprise wide analytics/reporting component will transform data from across the DOE into relevant knowledge to help guide performance, improve achievement, and decrease the burden of accountability. Enterprise wide data will also be integrated with other DOE data stores, allowing all schools using the online learning platform to gain transparency to all of the various datasets, and other services and connected data.

(9) Project plan and resource requirements;

An initial project plan has been developed with the contracted vendor. More detailed project planning will occur during the project initiation phase, within the first days and weeks of the project. All tasks during the planning stage will be accomplished jointly by NYC DOE and the contracted vendor, including: defining/refining project timelines, resources, communication, change control and status reporting protocols. The format will be onsite meetings, with follow-up virtual sessions as needed. The Core Implementation team, including NYC DOE's Account Manager, Project Manager and Solutions Architect, will attend planning sessions. The DOE Project Manager and any key business owners and decision makers will participate in planning activities. Personnel responsible for the key implementation activities will also used, including Training Manager, Helpdesk Support Manager, and SIS and other information system administrators.

Outcomes:

- Implementation project plan and other project planning assets/documents
- Clearly established project team structure, including roles and responsibilities
- Communication plan, including form and frequency of status updates and other project documents

The contracted vendor will also provide ongoing project management, including schedule, budget, scope, risk, and change control, throughout the duration of the implementation. The contracted vendor's implementation team will participate in regular project status meetings and

the Project Manager will prepare weekly/monthly status reports demonstrating overall project health.

NYC DOE should expect to include the following personnel resources:

- Program Manager and/or Project Manager(s)
- Desire2Learn Administrators
- Training Manager/Coordinator
- Helpdesk Manager/Coordinator
- SIS Administrator
- SIS Developer
- SiteMinder Administrator
- Course Catalog Administrator/Subject Matter Expert

Desire2Learn will include the following personnel resources:

- Client Project Manager
- Client Technical Lead
- D2L Project Manager
- D2L Technical Lead
- D2L Account Manager
- D2L Training Staff

(10) Assurance that the product or service will work with the DOE technical architecture and standards, as applicable.

A Technical Blueprinting phase, conducted as part of the procurement, allowed DOE DIIT experts and the platform vendor finalists to develop a more detailed understanding of how the proposed solutions would meet critical DOE technical architecture and standards requirements. This understanding was used by the vendors to identify any areas in which they needed to revise their proposals to meet DOE's technical needs and to facilitate the development of a SOW that more accurately represent DOE needs and the level of effort.

For the selected vendor, DOE confirmed that its technology stack, Microsoft .Net, is a good choice and that DOE will be interacting with the vendor through standards-based interfaces. This stack aligns with the DIIT stack in case DOE wants the vendor to provide some components instead of building them in house. Design wise the vendor has a good architecture for providing LMS solutions – the architecture provides for a lot of flexibility but also provides performance through extensive use of stored procedures.

Item: 5

Description:

Electrical and mechanical engineering services to evaluate buildings and systems to determine existing conditions, repair methods and design solutions for mechanical and electrical systems.

REQUEST FOR AUTHORIZATION

EME to provide Mechanical and Electrical Engineering Services to the Division of School Facilities

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$356,465 annual cost $1,782,325 for term	Tax Levy	5 Years	No	RFP	No	Requirement
EME Consulting Engineering Group LLC	159 West 25th street New York, New York 10001					

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

STATEMENT OF PURPOSE

Approval is requested to contract with EME to provide electrical and mechanical engineering services to the Division of School Facilities (DSF). The contract term is five years and will be funded by DSF.

DISCUSSION

The DSF requires electrical and engineering consultants to assist in the evaluation of buildings and systems to determine the existing conditions, repair methods and design solutions for mechanical and electrical systems. These services are required because the DSF does not have in house expertise available to provide mechanical and electrical engineering consulting services for the maintenance of school buildings. A Request for Proposals (RFP) was issued because the services vary qualitatively and, therefore, cannot be effectively evaluated and compared on bid prices alone. The estimated annual usage for said services is $356,465 based on prior usage and anticipated work.

Sixteen proposals were received, one of which was deemed non responsive (no protest was received).
A selection committee consisting of representatives from each of DSF's Program Management, Quality Control, and Specification Units evaluated the proposals. The committee narrowed the field to five proposals that were viewed as having best met the requirements of the RFP and provided reasonable pricing. These included the five lowest price proposals.

The committee later selected EME, the second lowest priced proposer. EME was selected because their proposal provided a detailed program plan that showed clear descriptions of how they would approach maintenance and repair projects. EME has the necessary organizational resources, is capable of quick mobilization, and is an experienced organization with a good understanding of the NYC School System. EME agreed to reduce their price from $381,701 to $356,465, lower than the initial price given by the proposer.

The Vendor Research and Price Analysis Unit conducted a background check on EME and found no significant adverse information. After a review of their financials, it was determined that they have the financial capacity to service this contract.

On average, pricing on this contract is 10 % higher than previous contracts for similar services. Due to the receipt of several proposals assuring a competitive process, the prices are deemed to be fair and reasonable.

COMPANY	TOTAL	FINAL Negotiated PRICE
EI Team	$367,270.05	
EME Consulting Engineering Group	$381,701.00	$356,465
A.G. Consulting	$389,235.00	
WASA	$389,837.58	
GPI Engineering	$415,486.00	
Emtec Consulting	$434,220.00	
Herbert Kunstadt	$438,430.00	
Cashin Associates	$482,586.00	
SJH Engineering	$484,382.50	
Chu & Gassman	$484,661.50	
A & J Consulting	$498,638.00	
CES Engineering	$530,820.00	
H2M	$543,755.00	
Technical Associates	$578,866.30	
Rand Engineering	$634,375.00	

Item: 6

Description:

Professional development and support for comprehensive standards-based mathematics instruction for K-12 teachers, teacher leaders, coaches, school leaders/administrators and school support organization administrators.

REQUEST FOR AUTHORIZATION FOR MATH PROFESSIONAL DEVELOPMENT (PQS # R0727) RA#3

Estimated Annual/Total Contract(s) Cost	Funding Source	Contract Term	Procure-ment Method	Is Contract Retroac-tive?	Contract Type
$80,000/ $400,000	Various including Tax levy & Reimburs-able funds	5 years	Multiple Task Award Con-tract	Yes	Requirements
Vendor Name & Address	**See Table Below for Awardees and Contract Data (Appendix A)**				

	Vendors	Awarded Components	Estimated Annual Contract Amount
1.	**New York City Mathematics Project/ Research Foundation on behalf of the Institute for Literacy Studies, Lehman College, CUNY** 250 Bedford Park Boulevard West, Bronx, NY 10468	**1,2**	**$55,000/Year** **$275,000 - Total**
2.	**Legacy Pathways** 150 Gate Five Road, Sausalito, CA 94965	**1, 2**	**$25,000/Year** **$125,000 - Total**

Service Requestor/Contract Manager	**Division of Contracts and Purchasing**
Veronica Conforme, Deputy Chief Executive Officer Empowerment Schools	James E. Whitfield, Procurement Contract Manager
Division of School Support and Instruction (DSSI)	Division of Contracts and Purchasing (DCP)

Statement of Purpose

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

Discussion

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

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

- Component 1 – Professional Development services in Mathematics
- Component 2 – Math Coaches
- Component 3 – Math Consultants

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

Ten vendors responded to the initial solicitation, and seven vendors were recommended for award under RA #1. Three vendors were recommended for award under RA #2 and two additional vendors are proposed herein.

Both awardees' rates were analyzed for pricing comparisons. The rates for these vendors ranged from $356 - $600 for each hour of the professional development workshop (Component 1) and $320 - 360 per hour for a math coaches workshop (Components 2). Both include preparation time in addition to programs' daily on-site execution. Legacy Pathways shows a higher hourly rate for professional development due to the fact that they use two (2) instructors per session, as compared to the one (1) instructor used by Lehman College. The proposed rates by the awardees were found to be fair and reasonable based on a comparison with rates charged by other awardees from earlier submissions from the same solicitation.

The estimated annual contract amounts for all listed vendors was derived by calculating the average spend based on the history of expenditures in previous years of providing services. Lehman College has provided approximately $55,000 in services last year and has been recommended at an annual amount $55,000 per year. Legacy Pathways has no history of providing services and thus has been recommended for the minimum amount of $25,000 per year.

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

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

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

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

as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

Item: 7

Description:

Dropout prevention services for students and families of EBC High School for Public Service.

REQUEST FOR AUTHORIZATION FOR DROPOUT PREVENTION SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$50,000	Tax Levy	7/01/10 – 6/30/11	None	City Council Allocation, per Section 1-03 (c) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address
El Puente de Williamsburg, Inc. ("El Puente")
211 South 4th Street
Brooklyn, NY 11211
Contact: Nathalie Camus

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Vincent Chin Senior Operations Manager Office of School and Youth Development	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with El Puente de Williamsburg, Inc. ("El Puente") to provide comprehensive youth- and family-oriented dropout prevention services for 40 students at EBC High School for Public Service (K545), a low-performing, high-needs school, and their families.

DISCUSSION

El Puente provides participants with a structured program in which they work toward specific goals with support from parents and school staff. The vendor will provide mentoring, class advisories, leadership training and community service organizing at the school during the school day. Academic support services, college prep, job skills training, pre-professional arts training, and leadership development will occur at El Puente's Bushwick Leadership Center. The facilities of this community center include classrooms, as well as computer lab, dance studio, art studio, and community meeting spaces, and are available to participants. After-school activities are held on most school holidays, including mid-winter and spring recess.

A competitive sealed bid was not done for this procurement and a contract for personal 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 grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

The total price for the contracted services was established by the City Council.

Item: 8

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO AMEND SYSTEMWIDE REQUIREMENTS AGREEMENTS FOR TEXTBOOKS AND ANCILLARY MATERIALS

Annual/ Total Amendment Amount	Funding Source	Contract Term	Is Contract Retroactive?	Procurement Method
$270,000/ $1,620,000	Reimbursable, Tax Levy, City Council	Amendment Term: Six Years; Total Contract Term: Seven Years	No	Amendments

Vendor Name	Vendor Code	Contract Number	Amendment Amount	Expiring Date	Corrected End Date
Evan-Moor Corporation	EVA010000	7000749	$540,000	12/31/10	12/31/17
EMC Publishing	EMC530380	7000748	$540,000	12/31/10	12/23/17
Congregation Kehilas Yaakov	CKY009000	7000691	$540,000	12/31/10	12/23/17

Service Requestor/Contract Manager	Division of Contracts and Purchasing Contact
Jennifer Ayuso Medina Director, Instructional Materials Unit	Susan Dick-McKeon Chief Administrator

STATEMENT OF PURPOSE

Authorization is requested to amend the contracts listed above, lengthening them from one to seven years. The contracts are all for textbooks and ancillary materials to be used in public and participating non-public schools.

DISCUSSION

The original RA specified that these contracts were to have a one-year term. However, it is the DOE's practice to make the contract period seven years for listing application contracts, as it would be inefficient for vendors to re-apply for these every year. Approval is therefore sought to add six years to the terms of these contracts.

All materials are published and copyrighted by the vendors. The vendors' prior experience on these contracts has provided us with sufficient information to determine that they are fiscally responsible in being able to deliver materials on this contract.

Prices offered are in accordance with Most Favored Nation guidelines. The dollar values for these amendments are based on usage for each individual contract.

Item: 9

Description:

Tickets to Apple Corps NYC Safe-T Musical performances on traffic safety for schools located in high-risk communities.

AUTHORIZATION TO ENTER INTO A REQUIREMENTS AGREEMENT WITH ENCORE PERFORMING ARTS TO PROVIDE TRAFFIC SAFETY AWARENESS PROGRAMS

Annual / Total Contract Amount	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$165,000 / $495,000	DOT's STOP-DWI Grant	Three Years	Listing Application (#R0777) --RA#2	No	Requirements Agreements
Vendor Name & Address	Encore Performing Arts 6 Wedgewood Drive Dix Hills, NY 11746				

Service Requestor/Contract Manager	Division of Contracts and Purchasing Contact
Paul King Executive Director Office of Arts and Special Projects	Aldrina Hazell Procurement Analyst

STATEMENT OF PURPOSE

Authorization is requested to contract with Encore Performing Arts (EPA) to provide musical performances on traffic safety for schools located in high-risk communities.

DISCUSSION

In an effort to promote traffic safety awareness, the NYC Department of Transportation (DOT) has partnered with the DOE's Office of Arts and Special Projects (OASP) and the Office of School and Youth Development (OSYD) to provide safety education programs to students in grades K-12 who reside in communities with a high incidence of pedestrian traffic injuries, as identified by the DOT. These programs encourage safe pedestrian practices for students.

EPA has submitted a listing application to provide traffic safety awareness through its "Apple Corps NYC Safe-T Musical," a 40-minute musical interactive production emphasizing traffic safety at no cost to the DOE. Complete funding is provided by the DOT's STOP-DWI grant. Schools can purchase a performance, subject to the show's availability and touring schedule. Based on the flat performance fee of $1,700 determined by the DOT, the cost per student generally ranges from $3.33 for a performance for 510 students to $3.78 for a performance for 450 students.

A competitive sealed bid is not appropriate for this procurement because of the unique nature of the performance, and the Procurement Policy and Procedures specifically permit the use of a listing application for artistic performances.

A comprehensive background check of this vendor was conducted, including the Vendex system, the Excluded Party List, and the Uniform Commercial Code. No significant adverse information was found and EPA was deemed responsible.

The estimated annual amount is based on schools already scheduled to see the program and future utilization.

Item: 10

Description:

Professional development services in American History for 7th, 8th and 11th grade teachers in District 12.

RA 1970*

REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT IN TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$25,700/ $128,500	USDOE	9/01/10 - 8/31/13	Two 1-Year Options	Vendor Named in Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	American Social History Project/Graduate Center, CUNY365 Fifth Avenue New York, NY 10016					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Mayra Bernard Operations Manager, CFN106	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with the Graduate Center, CUNY, on behalf of the American Social History Project to provide professional development in support of a Teaching American History (TAH) grant in Community School District 12.

DISCUSSION

The Graduate Center, CUNY, on behalf of the American Social History Project (ASHP), will provide training in American history content for grades 7, 8, and 11 to CSD 12 teachers. The ASHP will organize and conduct seminars on such topics as course planning and content resources, including scholarly lectures, primary source documents, model classroom activities, and other curriculum materials. These training workshops will take place at the various Graduate Center locations.

A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

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

Item: 11

Description:

Evaluations services for 7th and 8th grade American History teachers in District 32.

REQUEST FOR AUTHORIZATION FOR EVALUATION SERVICES FOR TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$40,000/ $200,000	USDOE	9/01/10 - 8/31/13	Two 1- Year Options	Vendor Named in Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Education Development Center, Inc. 55 Chapel Street Newton, MA 02458-1060					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Carol Slocombe Senior Grants Officer Division of School Support and Instruction	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with Education Development Center, Inc., to provide evaluation services for a Teaching American History (TAH) grant in Community School District 32.

DISCUSSION

Education Development Center, Inc. (EDC), will design and execute all data collection including pre- and post-program teacher knowledge, pedagogical practice, and student performance. EDC will work with teachers, administrators and program staff to integrate these evaluation activities into their practice. In addition, EDC will analyze all data gathered, prepare evaluation reports and meet regularly with program staff to ensure that the evaluation process is helping the program achieve its goals.

A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

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

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

Item: 12

Description:

Evaluations services for 4th - 11th grade American History teachers in District 31.

REQUEST FOR AUTHORIZATION FOR EVALUATION SERVICES FOR TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$48,890/ $177,780	USDOE	07/15/10 – 07/14/12	Two 1-Year Options	Vendor Named in Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Education Development Center, Inc. 55 Chapel Street Newton, MA 02458-1060					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with Education Development Center, Inc. to provide evaluation services for a Teaching American History (TAH) grant in Community School District 31.

DISCUSSION

Education Development Center, Inc. (EDC), will design and execute all data collection including pre- and post-program teacher knowledge, pedagogical practice, and student performance. EDC will work with teachers, administrators and program staff to integrate these evaluation activities into their practice. In addition, EDC will analyze all data gathered, prepare evaluation reports and meet regularly with program staff to ensure that the evaluation process is helping the program achieve its goals.

A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

The Contract Manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

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

Item: 13

Description:

Evaluations services for 7th - 11th grade American History teachers in District 12.

REQUEST FOR AUTHORIZATION FOR EVALUATION SERVICES FOR TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$40,000/ $200,000	USDOE	9/01/10 - 8/31/13	Two 1-Year Options	Vendor Named in Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Education Development Center, Inc. 55 Chapel Street Newton, MA 02458-1060					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Mayra Bernard Operations Manager, CFN 106	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with Education Development Center, Inc., to provide evaluation services for a Teaching American History (TAH) grant in Community School District 12.

DISCUSSION

Education Development Center, Inc. (EDC), will design and execute all data collection including pre- and post-program teacher knowledge, pedagogical practice, and student performance. EDC will work with teachers, administrators and program staff to integrate these evaluation activities into their practices. In addition, EDC will analyze all data gathered, prepare evaluation reports and meet regularly with program staff to ensure that the evaluation process is helping the program achieve its goals.

A competitive sealed bid was impractical and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

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

Item: 14

Description:

Professional development services in American History for 7th - 11th grade teachers in District 12.

REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT IN TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$63,628/ $318,140	USDOE	9/01/10 - 8/31/13	Two 1-Year Options	Federal Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Research Foundation, CUNY, on behalf of Queens College 65-30 Kissena Blvd. Flushing, NY 11367					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Mayra Bernard Operations Manager, CFN 106	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with Research Foundation, CUNY, on behalf of Queens College, to provide professional development for a Teaching American History (TAH) grant in Community School District 12.

DISCUSSION

Queens College, along with four curriculum design teams, will address content derived from the National Association of Education Progress (NAEP). Queens College will provide training in American history content to support teachers in their efforts to produce classroom materials. This training will be provided through a series of workshops that will take place at Queens College.

A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in time.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

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

Item: 15

Description:

Even Start Family Literacy program for parents and children in Public Schools 503 and 506, which have a high need population in Community School District 20.

REQUEST FOR AUTHORIZATION FOR FAMILY LITERACY SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$236,006	USDOE Even Start Family Literacy; Awarded through SED	9/01/09 - 6/30/10	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, DBA Lutheran Family Health Centers 6025 6th Ave Brooklyn, NY 11201 Contact: Patricia Clancy					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with Lutheran Family Health Centers to provide literacy and life skills training in support of the Even Start Family Literacy Program grant for parents and children zoned for Community School District 20, which has a high-needs population in Brooklyn.

DISCUSSION

The objective of the Even Start grant is to provide literacy services that improve educational opportunities for low-income parents and children. The program serves families in P.S. 503 and P.S. 506. The vendor provided services nine hours per week, which included seven hours of adult literacy; one hour of parenting skills education for parents while children were simultaneously learning in the early childhood classroom; and one hour of interactive literacy activities for parents and children together. School age children of these families participated in activities after school and on school holidays. Additionally, each family received a bi-weekly home visit.

This contract is retroactive because the vendor had to resubmit documentation in order for the DOE grant office to find it acceptable.

The grantor's program is the Even Start Award (#0024-10-5026). A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background and found no adverse information. Accordingly, the vendor is deemed responsible.

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

Item: 16

Description:

Professional development services in American History for 7th and 8th grade teachers of English Language Learner students in District 32.

RA 1961*

REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT IN TEACHING AMERICAN HISTORY

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$129,545/ $612,260	USDOE	9/01/10 - 8/31/13	Two 1-Year Options	Vendor named in Grant, Per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	The Graduate Center, CUNY, on behalf of the American Social History Project 365 Fifth Avenue New York, NY 10016					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Carol Slocombe Senior Grants Officer Division of School Support and Instruction	Maxine Needle Director of Grants

STATEMENT OF PURPOSE

Authorization is requested to contract with the Graduate Center, CUNY, on behalf of the American Social History Project to provide professional development in support of a Teaching American History (TAH) grant for English Language Learners (ELL) in Community School District 32.

DISCUSSION

The Graduate Center, CUNY, on behalf of the American Social History Project (ASHP), will provide training to CSD 32 teachers of ELL in American history content for grades 7 and 8. The ASHP will organize and conduct seminars on such topics as course planning and content resources, including scholarly lectures, primary source documents, model classroom activities, and other curriculum materials. These training workshops will take place at the various Graduate Center locations.

A competitive sealed bid was not done for this procurement and a contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

This contract is retroactive because the vendor did not provide the required documentation in a time.

The contract manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed information regarding the vendor's background in the VENDEX system and found no significant adverse information. Accordingly, the vendor is deemed responsible.

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