# Panel for Educational Policy
# Contract Agenda
# June 26, 2012

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**Item:** 1 **Description:** Purchase and maintain mailing machines, scales, postage meters, and associated products.

**Term:** 3 years 6 months **Options:** None **Funding:** Tax Levy

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Pitney Bowes Inc. | $771,400 |

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**Item:** 2 **Description:** Penny Harvest program to expand the number of NYC students engaged in community service and service-learning experiences.

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

**Division:** Office of Strategic Partnerships **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Common Cents | $200,321 |

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**Item:** 3 **Description:** Development of informational text/non-fiction trade book and non trade books for kindergarten through 12th grade classroom selections and libraries.

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

**Division:** Office of Strategic Partnerships **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| American Reading Company | $213,000 |

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**Item:** 4 **Description:** Training program in leadership skills to tenth and eleventh grade students.

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

**Division:** Division of Portfolio Planning **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Coro New York Leadership Center | $166,376 |

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**Item:** 5 **Description:** Enhance the accuracy of DOE's college enrollment rates on progress report metrics focused on college readiness.

**Term:** 2 years 3 months **Options:** **Funding:** Tax Levy

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

| Vendor Name | Annual Amount |
|---|---|
| National Student Clearinghouse | $39,402 |

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**Item:** 6 **Description:** Special education related services for pre-school and school age children, and temporary school nurses. (Vendors listed represent first of 3 groups.)

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

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| City Sounds of New York | $120,000 |
| Happy Dragon of USA, INC. | $2,265,000 |
| Millenium Rehab | $2,220,000 |
| Oxford Consulting Services, Inc. | $12,070,000 |
| Yeled V' Yalda Early Childhood Center, Inc. | $2,160,000 |

Item: 7 **Description:** High-quality instructional programming as part of the universal prekindergarten (UPK) program.

**Term:** 3 Years **Options:** 2 one year options or 1 two year option **Funding:** State Funded

**Division:** Division of Portfolio Planning **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| 3504-06 Church Avenue Day Care, Inc. | $208,800 |
| A child's Place (Too) | $348,300 |
| Bais Yaakov Academy | $228,000 |
| Bais Yaakov D'Chassidei Gur | $66,600 |
| Bambi Day Care Center, Inc. | $67,500 |
| Barkai Foundation, Inc. | $150,000 |
| Be'er Hagolah Institutes | $273,601 |
| Bet Yaakov Ohr Sarah | $57,228 |
| Beverly Cox dba Bev's Kiddie Day Care | $138,060 |
| Block Institute School | $51,173 |
| Bnos Bais Yaakov of Far Rockaway | $213,600 |
| Bnos Square of Williamsburg | $159,750 |
| Books & Rattles, Inc. | $467,660 |
| Brenda's Playschool | $48,448 |
| Bright Beginnings in Queens Village Inc. | $63,792 |
| Bronx House, Inc. | $1,036,800 |
| BronxWorks, Inc. | $189,237 |
| Brooklyn Child Care, Inc. | $120,000 |
| Brooklyn Montessori, Ltd. | $192,531 |
| Buratino International Day Care, Inc. | $63,000 |
| Chabad Early Learning Center | $63,900 |
| Child Development Support Corporation | $70,000 |
| Children's Big Apple Early Childhood Center, Inc. | $758,160 |
| City College Child Development Center | $38,400 |
| Congregation Ohr Menachem | $71,818 |
| De Anna Learning Center | $139,140 |
| Denizko Day Care, Inc. | $98,280 |
| Early Sunrise Preschool and Kind., Inc. | $100,775 |
| Ella Baker Charles Romain Child Development Ctr. Of Medgar Evers College | $53,232 |
| Emilia's Kids | $77,550 |
| Garden School, Inc. | $63,360 |
| Get Set Linden, Inc. | $360,000 |
| Grace Lutheran Church | $187,110 |
| Greater Ridgewood Y. Council Little Star Preschool | $126,216 |
| Greek Orthodox Community of St. Demetrios, Inc. d/b/a Jamaica Day School | $127,620 |
| Hanover Place Child Care, LLC | $172,364 |
| Hanson Place Child Development Center | $64,077 |
| Happy Dragon of NY, Inc. | $124,632 |
| Happy Dragon of USA, INC. | $138,480 |
| Happy Dragon of USA, INC. | $435,960 |
| Harlem Children's Zone | $140,000 |
| Harlem Children's Zone | $350,000 |

| | |
|---|---|
| Heartshare Human Services of New York | $617,715 |
| Hebrew Academy for Special Children, Inc. | $91,200 |
| Highlights Academy | $80,000 |
| Holy Child Jesus | $191,592 |
| Holy Family School | $126,000 |
| Home Sweet Home Children's School, Inc. | $258,120 |
| HoneyPot DayCare Center, Inc. | $47,450 |
| Howard Beach Judea Center d/b/a Howard Beach Center Pre-Kindergarten | $63,450 |
| Imagine Early Learning Center @ Jamaica Kids | $62,910 |
| Imagine Early Learning Center @ The Louis Green and Evelyn | $111,600 |
| Immanuel Genius, Inc. d/b/a Immanuel Creative | $122,940 |
| Incarnation School | $125,280 |
| Infinity Educational Programs, Inc. | $319,800 |
| International Nursery School | $132,300 |
| Jackson Heights Early Learning Center | $140,000 |
| Jewish Community Center of Staten Island | $612,000 |
| JF Kids Port | $131,040 |
| Joan Watkis, Corp. | $108,000 |
| Judi's Nursey, Inc | $212,400 |
| Kid Krazy | $92,300 |
| Kids Circle Daycare Inc. | $68,800 |
| Kidszone, Inc. d/b/a Kiddie Academy of Little Neck | $62,730 |
| Kings Bay YM - YWHA | $160,017 |
| Kissena Cherry Daycare | $62,370 |
| Kreative Kare Day Care Center, Inc. | $62,730 |
| Laurelton Day Care, Inc. | $127,260 |
| Little Angels Head Start Program | $767,232 |
| Little Friends Nursery School Sunnyside, Inc. | $210,000 |
| Little Friends School Elmhurst, Inc. | $206,016 |
| Little Stars School, Inc. | $300,226 |
| Little Stars Three, Inc. | $281,172 |
| Little Stars Too, Inc. | $281,949 |
| Little Tots Red Wagon | $208,278 |
| Lolly's Early Childhood Center Inc. d/b/a Lolly's Learning Center | $59,925 |
| Long Xing Day Care Center, Inc. | $112,500 |
| Lynbo, Inc., d/b/a Jack and Jill Nursery School | $131,760 |
| Magen David Yeshiavah | $327,600 |
| Marble Hill Nursery School | $249,000 |
| Mary McLeod Bethune Day Care Center | $72,397 |
| MDP Family Services, Inc. | $84,240 |
| Mi Nuevo Mondo | $183,330 |
| Midtown Care Inc. | $118,007 |
| Mona Prep Day CARE, Inc | $126,720 |
| N & B Friendship, Inc. | $49,000 |
| Nayema Universal Child Center, Inc. | $147,600 |
| New Generations Kids, LLC | $567,200 |
| New Hope Fellowship, Inc. | $573,300 |
| New Milestone, Inc. | $140,400 |

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|---|---|
| New York League for Early Learning | $61,560 |
| New York League for Early Learning | $152,000 |
| New York League for Early Learning, Inc. | $20,000 |
| Noah's Ark Progressive Learning Center | $126,360 |
| Northeast Bronx Day Care Centers | $1,235,201 |
| Old First Nursery School | $28,800 |
| On Our Way Learning Center | $77,100 |
| Once Upon A Child Daycare & Preschool | $77,550 |
| Open House Nursery School | $122,997 |
| Our Lady of Mount Carmel | $192,637 |
| Phipps Community Development | $118,166 |
| Pickwick School, Inc. | $214,800 |
| Preschool R' Us | $109,600 |
| Professional Childcare, Inc. d/b/a Francis Education Center | $63,180 |
| Prospect Park Yeshiva | $201,600 |
| Puerto Rican Family Institute Bronx Head Start | $170,823 |
| Rainbow After School Program, Inc. | $102,921 |
| Rainbow Child Development Center, Inc. | $126,540 |
| Rainbow School for Child Development | $58,456 |
| Rainbowland Nursery School | $363,168 |
| Richmond Hill Daycare, Inc. | $63,882 |
| Sacred Heart School | $64,874 |
| Samuel Field YM & YWHA/Bay Terrace | $65,880 |
| Sesame Sprout | $426,162 |
| Sholom Day Care, Inc. | $63,810 |
| Sinai Congregation Inc. West End Temple | $99,456 |
| St. Brendan School | $129,600 |
| St. Dominic's Torch | $29,934 |
| St. Francis Xavier School | $63,175 |
| St. Jacobus Evangelical Lutheran Church/dba Rainbow Christian Day Care | $433,100 |
| St. Joseph School | $123,840 |
| St. Joseph's Episcopal Church d/b/a St. Joseph's Parish Day School | $42,120 |
| St. Peter's Lutheran Church | $290,000 |
| Star America, Inc | $632,700 |
| Star America, Inc. | $587,650 |
| Starrett Early Learning Center | $239,835 |
| SteppingStone Day School, Inc. | $61,180 |
| Sweet Angel 88, Inc. d/b/a Little Sweet Angels Child Care Center | $62,910 |
| The Corner School | $122,760 |
| The CSI Assoc., Inc. DBA The Children's Center | $76,000 |
| The Evangelical Lutheran Church of Atonement | $255,456 |
| The Family & Life Center of Mt. Ararat | $126,000 |
| The Kidsmart Group, LLC. | $62,320 |
| THE LEARNING TREE CULTURAL CENTER | $288,000 |
| The Little Dolphin School | $192,996 |
| TT of NYC, LLC. | $129,600 |
| United Cerebral Palsy of New York City, Inc | $128,272 |
| United Church of Jesus Christ. | $143,640 |

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|---|---|
| United Talmudical Academy of Boro Park Head Start, Inc. | $66,643 |
| Up The Ladder | $323,400 |
| Urban Concepts of NY / Round the Clock Nursery Inc. | $714,708 |
| Volunteers of America-Greater New York, Inc. | $72,856 |
| Washington Heights Hellenic Orthodox Church | $310,499 |
| Woodrow Pre School Center | $114,800 |
| YAI-New York League for Early Learning, Inc. | $56,067 |
| Yeshiva & Mesivta Torah Temimah | $152,100 |
| Yeshiva of Belle Harbor | $57,568 |
| Yeshiva Toras Emes | $73,482 |
| Yeshivah of Flatbush | $503,382 |
| YMCA of Greater New York - Cross Island | $338,850 |
| YMCA of the City of New York, Flushing Branch | $191,700 |
| Young Men's Christian Assoc. of Greater NY | $720,000 |
| Zinat Jahan Islam/ Nadya Day Care | $277,560 |

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**Item:** 8 **Description:** Transportation for NYC students attending pre-K and early intervention programs.

**Term:** 5 years **Options:** 2 one year options **Funding:** Tax Levy

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Alina | $6,303,152 |
| First Steps | $1,579,786 |
| Fortuna Bus Company | $2,669,411 |
| GVC, LTD | $13,066,417 |
| Happy Day Transit | $3,596,136 |
| I & Y Transit Corp | $3,488,827 |
| M&L Bus Corp. | $439,929 |
| Phillips | $5,196,297 |
| Professional Charter Service, Inc. | $29,388,601 |
| Robin Transportation | $7,010,681 |
| Royal Express Line Corp | $2,801,904 |
| Smart Pick | $727,579 |
| Thomas Buses, Inc. | $6,070,653 |

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**Item:** 9 **Description:** Instructional strategies and tools beyond the core curriculum to help students academically at all grade levels.

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

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Developmental Studies Center | $30,000 |
| Kaplan K 12 Learning Services, a division of Kaplan, Inc. | $1,000,000 |

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**Item:** 10 **Description:** Arts education services including professional development and parent engagement services in the fields of dance, music, theater visual arts and the moving image.

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

**Division:** Office of Curriculum & Professional Development **Contract Type:** Requirements

| Vendor Name | Estimated Annual Amount |
|---|---|
| American Ballroom Theater Company | $1,300,000 |

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|---|---|
| Arts Connection | $700,000 |
| Ballet Ambassadors, Inc. | $30,000 |
| Battery Dance Company | $30,000 |
| Brooklyn Arts Council | $130,000 |
| Brooklyn Arts Exchange, Inc. (BAX) | $80,000 |
| Center for Arts Education | $30,000 |
| CUNY/ Creative Arts Team | $30,000 |
| Dance Theatre Etcetera, Inc. | $100,000 |
| Dance Theatre of Harlem | $30,000 |
| Dancewave, Inc. | $30,000 |
| Doing Art Together, Inc. | $120,000 |
| Dream Yard Drama Project, Inc. | $500,000 |
| Early Stages Program, Inc. | $60,000 |
| Education in Dance | $80,000 |
| Education Through Music, Inc. | $500,000 |
| ENACT | $300,000 |
| Ghetto Film School Inc. | $30,000 |
| Joyce Theatre Foundation, Inc. | $30,000 |
| Lehman College Art Gallery | $40,000 |
| Manhattan Class Company | $30,000 |
| Manhattan New Music Project | $650,000 |
| Manhattan Theatre Club | $50,000 |
| Metropolitan Opera Guild | $100,000 |
| New York City Center | $75,000 |
| New York Foundation for Architecture | $120,000 |
| Noel Pointer Foundation, Inc. | $200,000 |
| Notes in Motion, Inc. | $30,000 |
| Queens Museum of Art | $50,000 |
| Roundabout Theatre Company | $200,000 |
| Shadow Box Theatre | $30,000 |
| Spanish Dance Arts Company dba Flamenco Vivo | $40,000 |
| Staten Island Children's Museum | $75,000 |
| Studio in a School Association | $1,000,000 |
| Symphony Space | $60,000 |
| TADA! (Theatre And Dance Alliance) | $100,000 |
| Theatre for a New Audience | $60,000 |
| Theatre Moves, Inc. | $100,000 |
| Together in Dance | $100,000 |
| Urban Arts Partnership (Working Playground) | $400,000 |
| Vivian Beaumont Theatre, Inc. (d.b.a. Lincoln Center Theatre) | $40,000 |
| Young Audiences New York Inc. | $450,000 |
| Young Dancers in Repertory | $30,000 |

Item: 11 **Description:** Evaluation services to assess the effectiveness of a variety of educational programs. Services to be evaluated include instructional support, staff development, conflict resolution, and student services.

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

**Division:** Office of Curriculum & Professional Development **Contract Type:** Requirements

| Vendor Name | Estimated Annual Amount |
|---|---|
| Teachers College | $30,000 |

Item: 12 **Description:** Professional development services for childhood educators.

**Term:** 3 years **Options:** None **Funding:** Various

**Division:** Office of Curriculum & Professional Development **Contract Type:** Requirements

| Vendor Name | Estimated Annual Amount |
|---|---|
| Houghton Mifflin Company | $50,000 |
| New York University | $50,000 |
| Teachstone Training, LLC | $50,000 |

Item: 13 **Description:** Student support services including academic enrichment activities, leadership development, tutoring and homework assistance, and parent development and individual, group, and family counseling.

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

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Academic Achievers/S&L Consultants | $85,000 |
| Arts Horizon | $30,000 |
| BiNet, Inc. | $30,000 |
| Catapult Learning, LLC | $30,000 |
| Center for Court Innovation | $30,000 |
| Creative Connections | $380,000 |
| CUNY Creative Arts Team | $180,000 |
| Cypress Hills Local Development Corp. | $200,000 |
| Education in Dance | $60,000 |
| ENACT | $160,000 |
| FEGS | $30,000 |
| Francis School | $1,000,000 |
| Ghetto Film School Inc. | $30,000 |
| Good Shepherd Services | $970,000 |
| Green Chimneys Children Services | $60,000 |
| HAI (Hospital Audiences, Inc.) | $30,000 |
| Henry Street Settlement | $180,000 |
| Higher School | $30,000 |
| I'm All Girl (and Boys Too) Inc | $30,000 |
| Innovative Education Programs (IEP) | $30,000 |
| Jewish Child Care Association | $30,000 |
| Jewish Community Center of Staten Island | $30,000 |
| Kaplan K12 Learning Services, LLC | $200,000 |
| National School Climate Center | $40,000 |
| New Yok Academy of Medcine | $30,000 |
| New York City Outward Bound | $900,000 |
| New York Youth At Risk, Inc. | $30,000 |

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|---|---|
| Partnership with Children | $530,000 |
| Perfect Score Tutoring, Inc | $1,000,000 |
| Positive Conflict Management (PCM) Associates | $40,000 |
| Puppetry in Practice | $150,000 |
| Ramapo for Children | $140,000 |
| Reading Excellence and Discovery (READ) Foundation | $30,000 |
| Reading Partners | $30,000 |
| Sauti Yetu Center for African Women and Families | $30,000 |
| SCO Family of Services | $85,000 |
| Share For Life Foundation, Inc. | $30,000 |
| St. Nicks Alliance | $30,000 |
| Staten Island Children's Museum | $40,000 |
| Teachers and Writers Collaborative | $180,000 |
| Tutors on Wheels | $30,000 |
| United Activities Unlimited, Inc. | $30,000 |
| Urban Arts Partnership (Working Playground) | $1,000,000 |
| Wediko Children's Services, Inc. | $30,000 |
| YMCA of Greater New York | $600,000 |
| Young Women's Leadership Network, Inc | $340,000 |

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**Item:** 14 **Description:** Vehicles and personnel for the pick-up and delivery of mechanics materials and supplies (e.g. floor tile, doors, and radiators).

**Term:** 4 years **Options:** None **Funding:** Tax Levy

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| NY Go Express D/B/A Go Express | $225,000 |

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**Item:** 15 **Description:** Extension of City DCAS contract for vertex two-way radio communications equipment.

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

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| PMC Associates | $900,000 |

**Item:** 1

**Description:**

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

# AUTHORIZATION TO CONTRACT WITH PITNEY BOWES INC. FOR MAILING MACHINES, SCALES, METER RENTALS, AND ASSOCIATED PRODUCTS

| Estimated Annual/Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $900,000 / $2,700,000 | Tax Levy | Three and One-Half Years | None | New York City Division of Municipal Services (DMSS) Contract | No | Requirements |

| Vendor's Name & Address | Pitney Bowes, Inc.<br>1 Elmcroft Road<br>Stamford, CT 06926 |
|---|---|

| Contract Manager | Division of Contract and Purchasing Contact |
|---|---|
| Andrea Black<br>Director | Myra McCrann<br>Procurement Analyst |

## PURPOSE

Authorization is requested to contract with Pitney Bowes, Inc. to purchase and/or maintain mailing machines, scales, postage meters, and associated products.

## DISCUSSION

There are approximately 800 Pitney Bowes digital mailing machines used by schools and offices throughout the DOE. Since Pitney Bowes machines and supplies are not compatible with any other mailing systems, a new procurement would run the risk of incurring start-up expenses to rent or purchase new mailing equipment and supplies. At present, 90 percent of the DOE's current Pitney Bowes assets require maintenance rather than new purchase. Replacing the remaining ten percent of the current inventory will constitute a small portion of the proposed contract's total amount. Therefore the most cost efficient way to maintain continuity of service is to adopt the exisiting New York City Division of Municipal Services (DMSS) contract with Pitney Bowes.

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

The cost to the DOE for the basic set-up of a commonly purchased Pitney Bowes machine is $216 for the first year and $456 annually thereafter, including a $20 monthly meter service charge. By comparison, the basic set-up cost for a competitor's similar equipment is $1,427.40, annually. Pitney Bowes's discount ranged from 50 to 80 percent. A comparison of the pricing on this contract to pricing offered to the State of Florida and New York State Office of General Services show that the DMSS contract offered greater discounts and allowed for rental and purchase options. Therefore, the pricing has been determined to be fair and reasonable.

A background check was conducted by the Vendor Research and Price Analysis Unit (VRPA) and no adverse information was identified. Pitney Bowes has been a contracted vendor with the DOE for over 20 years and has provided satisfactory services in accordance with their previous contracts. On this basis, the vendor has been determined to be responsible to perform under the terms of this contract.

**Item:** 2

**Description:**

Penny Harvest program to expand the number of NYC students engaged in community service and service-learning experiences.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH COMMON CENTS NEW YORK, INC. TO ENGAGE NYC STUDENTS IN COMMUNITY SERVICE PROJECTS

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| Not to Exceed $200,321 | Tax Levy | 7/1/2011 to 6/30/2012 | None | Negotiated Service | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | Common Cents New York, Inc.<br>570 Columbus Avenue<br>New York, NY 10024 |

| Service Requestor/ Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|
| Gregg Betheil<br>Executive Director<br>Office of School Programs and Partnerships | Andrea Black<br>Director, School Based Procurement |

## PURPOSE

Authorization is requested to contract with Common Cents New York, Inc., the non-profit creator and sole provider of the Penny Harvest program, to coordinate the Pennies for the 9/11 Memorial Campaign and other community service efforts. In this program, children collect pennies and donate them to the National September 11 Memorial and Museum.

## DISCUSSION

The Mayor's NYC Service initiative requires all public schools to engage in at least one service-learning project during the academic year. Service-learning is a teaching and learning strategy that integrates meaningful community service with the classroom curriculum. In the classroom, students identify community needs; apply their skills and studies to research solutions; and plan, implement, and evaluate the selected service activities. Service-learning programs allow students to connect academic studies with real-life solutions to strengthen communities.

As the lead organizing partner of the 9/11 Pennies for the Memorial Campaign, Common Cents has provided the following services under this contract:

- Documentation and analysis of schools' service work (performed in direct outreach to schools);
- Professional development training for school staff and DOE Service in Schools (SIS) coordinators; and
- Logistical support for school-based implementation of the Pennies for the 9/11 Memorial Campaign, Penny Harvest, and other community service and service-learning programs.

The total contract cost is $200,321, of which $121,184 covers the salaries and benefits of the three staff members who administer and oversee the program. Other costs include program supplies ($47,325), website/database development ($6,750), and overhead ($25,062). Pricing for Common Cents' services has been determined to be fair and reasonable based on a comparison of their program director and other staff rates with comparable management titles listed with the U.S. Bureau of Labor Statistics.

Funding for this contract is provided by the Mayor's Office of Operations, which administers the NYC Service initiative.

A search of VENDEX, the federal debarment list, and DOE internal sources found no significant adverse information. Common Cents has therefore been determined to be a responsible vendor.

On March 30, 2012, the Committee on Contracts approved the request to enter into an agreement with Common Cents. The Committee's rationale was based on DOE's ongoing partnership with the NYC Service initiative.

The Pennies for the 9/11 Memorial Campaign was launched in September 2011, on the tenth anniversary of 9/11. Common Cents began providing services at that time, training SIS coordinators of school-based community service and service-learning activities, so that school outreach could begin immediately, thus ensuring strong program implementation during the school year, especially in the neediest schools. However, NYC Service was not able to confirm the availability and amount of funding for the 2011-12 school year until the fall quarterly transfer of funds from the City Office of Management and Budget (OMB). Upon DOE's receipt of the funds, the amount of funding available for Common Cents' partnership was determined. As a result, this contract is retroactive.

The DOE procured this service to develop, maintain, or strengthen relationships between non-profit and charitable organizations and the community.

**Item:** 3

**Description:**

Development of informational text/non-fiction trade book and non trade books for kindergarten through 12th grade classroom selections and libraries.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH AMERICAN READING COMPANY TO PROVIDE MODEL UNIT TEXT COLLECTIONS AND SUPPORTING MATERIALS IN SCIENCE AND SOCIAL STUDIES THAT ALIGN WITH THE COMMON CORE LEARNING STANDARDS (CCLS)

| Estimated Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroacitve? | Contract Type |
|---|---|---|---|---|---|---|
| Not to Exceed $213,000 | Tax Levy | 5/1/12 to 6/30/12 | None | Negotiated Service | Yes | Full Value |

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|---|---|
| **Vendor Name & Address** | American Reading Company<br>201 South Gulph Road<br>King of Prussia, PA 19406 |

| Service Requestor | Division of Contracts and Purchasing Contact |
|---|---|
| Gregg Betheil<br>Executive Director<br>Office of School Programs and Partnerships | Andrea Black<br>Director, School Based Procurement |

## PURPOSE

Authorization is requested to contract with American Reading Company to provide their expertise in the development of informational text/nonfiction trade book and nontrade books for classroom selections and libraries in kindergarten through 12th grade. This is a pilot program that will be used to determine the types of instructional materials teachers and students will need to meet the demands of the Common Core Learning Standards (CCLS).

## DISCUSSION

The Office of School Programs and Partnerships (OSPP) was created in 2010 to take over the instructional content development and management of Core Curriculum. As OSPP work progressed, it became apparent that special expertise is necessary to develop cohesive K-12 trade book and text collections targeted to support CCLS literacy instruction across disciplines and which align to the DOE's citywide instructional expectations and vetting guidelines. The compilation of text collections that meet a range of instructional needs and pedagogical strategies demands extensive knowledge of pedagogy, CCLS, text complexity, and content area literacy.

OSPP proposes to engage ARC because they are the only company known to the DOE that provides the services required. These services include making recommendations during the development phase, securing and maintaining all necessary permissions rights for copyrighted materials, developing accompanying teacher instructional supports, packaging and printing selected nontrade book texts, and making appropriate comparable text substitutions when trade books go out of print or other texts become unavailable in order to maintain cohesive collections. In addition, the OASP has agreed that any necessary follow-up services to those covered in this contract would be competitively procured.

ARC will offer the following model unit text collections services:

- Model unit text collection development:
  - Researching and recommending passages, excerpts, and/or articles aligned to a specific unit of study;
  - Negotiating permissions/rights licensing and logistics;
  - Maintaining reprint rights;
  - Development of teacher instructional supports related to a targeted CCLS;
  - Development of student-level activities related to a targeted CCLS; and
  - Coherent, attractive design layout ready for production.
- Model unit text collection short passage, excerpts, and/or articles permissions rights licensing:
  - Cost per unit is license and reprint fees.
- New informational text/nonfiction trade book collections list development.

OSPP negotiated with ARC regarding the unit cost for each model unit collection and has confirmed that the budget is aligned to the agreed-upon goals for this project and is consistent with the DOE's expectations to support schools in the implementation of CCLS. Therefore, the pricing for ARC's services has been determined to be fair and reasonable.

DCP's search of VENDEX, the federal debarment list, and DOE internal sources found no significant adverse information. ARC has therefore been determined to be a responsible vendor.

These services have been contracted out because the DOE lacks the expertise necessary to perform them.

On May 17, 2012, the Committee on Contracts approved the request to enter into an agreement with ARC. The Committee's rationale was based on time constraints and the immediate need for a pilot initiative to explore instructional materials to support the shifts in instructional practice entailed in the implementation of CCLS.

This contract is retroactive because the central role played by CCLS in the citywide instructional expectations made it necessary to identify a unique set and scope of services in a severely limited timeframe.

**Item:** 4

**Description:**

Training program in leadership skills to tenth and eleventh grade students.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH CORO NEW YORK LEADERSHIP CENTER TO PROVIDE A TWO-YEAR TRAINING PROGRAM IN LEADERSHIP SKILLS TO HIGH SCHOOL STUDENTS

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| Not to Exceed $166,376 / $332,752 | Tax Levy | 7/1/12 – 6/30/14 | None | Negotiated Service | No | Full Value |

| Vendor Name & Address | Coro New York Leadership Center<br>42 Broadway, Suite 1827<br>New York, NY 10004 |
|---|---|

| Service Requestor | Division of Contracts and Purchasing Contact |
|---|---|
| Laura Feijoo<br>Senior Superintendent<br>Office of the Deputy Chancellor for Equity and Access | Andrea Black<br>Director |

## PURPOSE

Authorization is requested to contract with Coro New York Leadership Center (Coro), a not-for-profit organization, to provide a two-year training program in leadership skills to tenth and eleventh grade students. This program will operate under the Mayor's Youth Leadership Council (MYLC) with funding provided by the DOE, the Mayor's Office, and Coro.

## DISCUSSION

Coro, in partnership with the NYC Division of Citywide Administrative Services, the Mayor's Office, and the DOE, created and designed the MYLC, a pilot program to develop the leadership skills of a diverse group of tenth and eleventh grade students, enhancing their knowledge of how public policy is created in the City. This program will allow students to work directly with the Mayor and other City officials to offer input into New York City policymaking with the purpose of potentially sparking an interest in careers in government. Coro is uniquely positioned to provide these services because it has developed a curriculum tailored the needs of these students and the DOE.

The first cohort of students began this program with a three-day retreat prior to the start of the 2011-12 school year. A group of 20 students selected from high schools around the City attended monthly meetings on Saturday mornings and weekly after-school meetings from mid- October to mid-June. These students will continue to be trained by Coro in 2012-13, and an additional 20 students will be recruited and trained until the end of this program through 2013-14.

The total program cost is $433,340, of which $278,864 covers the salary and benefits of the four staff members who administer and oversee this program. Other costs include program supplies ($46,000), Alumni Intern Stipends ($50,000), and overhead ($58,476). Pricing for Coro's services has been determined to be fair and reasonable based on a comparison of their program director and other staff rates with comparable management titles listed with the U.S. Bureau of Labor Statistics.

For each year of the contract, the Mayor's Office will commit $166,376 and Coro will privately raise $50,294. Thus the DOE will not incur any cost for this program.

DCP's search of VENDEX, the federal debarment list, and DOE internal sources found no significant adverse information. Coro has therefore been determined to be a responsible vendor.

On May 18, 2012, the Committee on Contracts approved a request to enter into an agreement with Coro. The Committee's rationale was based on the DOE's ongoing partnership with City Hall and Coro to maintain continuity of the MYLC service. With this in mind, the DOE procured this service with the desirability of developing, maintaining, or strengthening the relationships between non-profit and charitable organizations and the community.

**Item:** 5

**Description:**

Enhance the accuracy of DOE's college enrollment rates on progress report metrics focused on college readiness.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH NATIONAL STUDENT CLEARINGHOUSE (NSC) TO PROVIDE ONLINE ACCESS TO STUDENTTRACKER

| Contract Cost | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $77,656 | Tax Levy | 3/20/12 - 6/30/14 | None | Negotiated Service | No | Fixed Price |
| **Vendor Name & Address** | National Student Clearinghouse (NSC)<br>2191 Fox Mill Road<br>Herndon, VA 20171-3019 | | | | | |

| Service Requestor/Contract Manager: | Division of Contracts and Purchasing Contact |
|---|---|
| Michelle Paladino<br>Research & Policy Support Group | Romayne Jagessar<br>Vendor Research & Price Analysis |

## PURPOSE

Authorization is requested on behalf of the DOE's Research & Policy Support Group (RPSG) to contract with National Student Clearinghouse (NSC) to provide information about high school graduates' enrollment in colleges and universities.

## DISCUSSION

Founded in 1993, NSC is a not-for-profit corporation that provides student degree and enrollment verification for over 3,300 colleges and universities throughout the U.S., representing 93 percent of all higher education enrollments nationwide. Its StudentTracker for High Schools is the only service that provides this information on a secure and easy batch file exchange. Use of this service reduces districts' labor-intensive administrative burden of having to verify the postgraduate status of their students. StudentTracker's data and metrics enable accountability at the school level and inform the DOE's efforts to improve enrollment rates.

Previously, the DOE only needed to verify two student data sets, so NSC allowed the DOE to pay $0.13 per graduate in accordance with its Student Tracker for Educational Organizations price list, which offers a tiered pricing schedule. However, the DOE now intends to submit numerous data sets covering 2002-2011 and, therefore, the rate for which the DOE would ordinarily qualify is the school district rate of $425 per high school. As the DOE has more than 460 high schools, NSC granted the DOE the pricing it offers to State agencies ($0.75 per high school graduate), resulting in a total contract cost of $77,656, a nearly $120,000 savings vis-à-vis what we would have paid on a per-school basis. This pricing offer entitles the DOE to an annual subscription plus full access to the StudentTracker database for one year and will allow the DOE to submit up to eight data files of up to 250,000 records each. On the basis of the value this pricing offer provides, prices has been determined to be fair and reasonable.

DCP has performed a search of VENDEX, the federal debarment list, and DOE internal sources and found no significant adverse information. NSC has thus been determined to be responsible.

**Item:** 6

**Description:**

Special education related services for pre-school and school age children, and temporary school nurses. (Vendors listed represent first of 3 groups.)

# REQUEST FOR AUTHORIZATION TO ENTER INTO AGREEMENTS TO PROVIDE RELATED SERVICES FOR SPECIAL NEEDS STUDENTS PLUS GENERAL NURSING SERVICES (RFP R0927)

| Estimated Annual/ Total Contract Amount | Funding Source | Contract Term | Options | Option Amounts | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $18,835,000 / $56,505,000 | Tax Levy / Reimbursable | Three Years | Two 1-Year Options to Renew | $37,670,000 | Request for Proposals (RFP) | No | System-Wide Requirements |

| Vendor Name & Address | See below. |
|---|---|

| Service Requestor / Contract Manager | Division of Contracts and Purchasing Contact |
|---|---|
| Ava Mopper<br>Office of School Health | Peter Frey |

## PURPOSE

Authorization is requested to contract with the vendors named below to provide Related Services to students with special needs. These services are for preschool (ages 3-5) and school-age (ages 5-21) students pursuant to an approved Individualized Education Program (IEP) by the IEP teams of schools, the Committees on Preschool Special Education, or the Committees on Special Education. In addition, nursing services for both special education and general education students are included. These contracts will replace contracts that will expire August 31, 2012.

The New York City Department of Health and Mental Hygiene (DOHMH) may elect to issue purchase orders against these contracts for school nurses to supplement DOHMH's full time in-school staff. DOE's nursing services and licensing requirements are the same as DOHMH's.

## DISCUSSION

The DOE is mandated by federal and state law, as well as by judgments in the federal court case of *Jose P. v. Sobol,* to evaluate students and to provide special education related services where indicated, including monolingual or bilingual related services. In cases where the DOE is unable to meet this mandate with in-house staff, contracted service providers are used. This RA seeks approval for said providers.

The Related Services to be provided pursuant to contracts awarded via this RFP are as follows:

- Counseling (English, Spanish, and other languages)
- Education Vision Services (English Spanish, and other languages)
- Health Services by Health Aides (English only)
- Health Services by Nurse for School Program (English only)
- Health Services by Nurse for Transportation (English only)
- Hearing Education Services (English, Spanish, and other languages)
- Occupational Therapy (English only)
- Orientation and Mobility Instruction (English only)
- Physical Therapy (English only)
- Sign Language Interpreting (English only)

- Speech Therapy (English, Spanish, and other languages)

The RFP calls for designation of a "Primary" contracted vendor for each discipline within a school district; in the case of District 75 schools and pre-school services, however, locations are by borough.

The RFP established three vendor tiers:

1. *Primary vendors* have been determined to offer the best value in meeting the anticipated need of a district or borough and will be given the first opportunity to fill each service request at a negotiated price.
2. *Secondary vendors*, defined as those with a primary designation in another district or borough for the same discipline who offered a proposal for the district in question, will be offered the opportunity to fill each request not filled by the Primary vendors within a specified timeframe at a negotiated price, in ascending price order.
3. *Tertiary vendors*, including both a) all other Primary vendors in the discipline without an award in the district or borough and b) all other vendors who applied for Primary or Tertiary designations and were evaluated as "well qualified" but not designated as a Primary vendor, will be offered the opportunity to fill each request not filled by Primary or Secondary vendor. Tertiary vendors will be paid the average of their Primary award(s) for the discipline, where applicable, under "a)" above, or for "b)" at their negotiated price for the district or borough, in ascending price order. The Tertiary vendor with the lowest price that offers to fill the assignment will be given the assignment.

In an effort to increase vendor performance with respect to key operational and instructional objectives, Service Level Agreements (SLAs) are included in the RFP. Contractors designated as Primary or Secondary for a discipline in one or more districts or boroughs may lose such designations if they fail to meet the SLAs. These contracts will also include provisions that facilitate and maximize Medicaid reimbursement.

Option years under these contracts have a price adjustment clause based on a Producer Price Index (PPI). Adjustments will be only for amounts in excess of two percent of the original contract price, so if the PPI shows a three percent change then contract prices will change by one percent. There is a parallel provision under which rates will drop when the PPI falls by more than two percent.

The evaluation criteria were: Price (45%), Organizational Capacity (30%), and Demonstrated Effectiveness (25%).

Of 108 proposals received covering about 6,000 discipline/districts, six did not meet the minimum qualifications.

Due to the number of disciplines and large volume of proposals, multiple review committees were established to review each proposal for each discipline and make recommendations for award as Primary or Tertiary vendor. (Awards to Secondary vendors are based on Primary vendor awards negotiated prices.)

The review committees, in accordance with the RFP, ensured that vendors' capacities were not overtaxed by limiting awards to no more than five geographic areas (districts or boroughs) in a discipline per vendor, although this limitation was waived on occasions in cases where a vendor was the only viable proposer in that geographic area.

The large number of vendors responding to this RFP created a very competitive market and with one exception, prices fell below the range of rates currently paid under the expiring related services contracts; in that instance, only one qualified proposal was received and the price was deemed within an acceptable range for the associated specialized service. In two instances, award was not made to the vendor offering the lowest rate within a district because no vendor was allowed to receive awards

for more than five districts within a particular discipline. The evaluation committee verified that under those circumstances awards were made so that the DOE received the best possible combination of prices. In view of the above, prices can be determined to be fair and reasonable.

Comprehensive background checks were performed for those vendors whose contracts have estimated amounts exceeding $1 million over three years. Mayor's Office of Contract Services' Advice of Caution database and Vendex submissions were reviewed for the remainder. No significant adverse information was revealed.

An analysis performed by the Office of Auditor General determined that all vendors have sufficient financial capacity to perform the services for which they are contracted.

The Primary awards are listed below. Subsequent RAs will list additional Primary awards, Secondary, and Tertiary awards.

| Vendor | Annual Amt | Estimated Contract Amount (not including Option) |
|---|---|---|
| City Sounds | $120,000 | $360,000 |
| Happy Dragon of USA, Inc. | $2,265,000 | $6,795,000 |
| Millennium Rehab Services LLC | $2,220,000 | $6,660,000 |
| Oxford Consulting Services, Inc. | $12,070,000 | $36,210,000 |
| Yeled VYalda E.C.C., Inc. | $2,160,000 | $6,480,000 |

Details of Unit Prices follow. Unit prices are per ½ hour. By definition, these vendors are also Tertiary "a)" vendors citywide for the disciplines listed.

| School Type | Discipline | Borough | District | Language | Vendor | Unit Price | Award type |
|---|---|---|---|---|---|---|---|
| SchoolAge | Speech Therapy | Brooklyn | 23 | English | City Sounds | $43.50 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | 32 | English | City Sounds | $43.50 | Primary |
| SchoolAge | Speech Therapy | Manhattan | 1 | Spanish | City Sounds | $45.00 | Primary |
| PreSchool | Counseling -- Psychologist | Brooklyn | All | English | Happy Dragon of USA, Inc. | $44.10 | Primary |
| PreSchool | Physical Therapy | Queens | All | English | Happy Dragon of USA, Inc. | $43.77 | Primary |
| SchoolAge | Counseling -- Psychologist | Queens | 25 | English | Happy Dragon of USA, Inc. | $44.10 | Primary |
| SchoolAge | Counseling -- Psychologist | Queens | 26 | English | Happy Dragon of USA, Inc. | $44.10 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | 20 | Chinese | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | D75 (Boro-wide) | Chinese | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | 25 | Chinese | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | 25 | Spanish | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | 28 | Chinese | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | 28 | Spanish | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | D75 (Boro-wide) | Chinese | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Speech Therapy | Queens | D75 (Boro-wide) | Spanish | Happy Dragon of USA, Inc. | $45.13 | Primary |
| SchoolAge | Occupational Therapy | Queens | D75 (Boro-wide) | English | Millennium Rehab Services LLC | $42.00 | Primary |
| SchoolAge | Physical Therapy | Brooklyn | 18 | English | Millennium Rehab Services LLC | $38.00 | Primary |
| PreSchool | Counseling -- Psychologist | Staten Island | All | English | Oxford Consulting Services, Inc. | $39.15 | Primary |
| PreSchool | Occupational Therapy | Staten Island | All | English | Oxford Consulting Services, Inc. | $39.50 | Primary |
| PreSchool | Physical Therapy | Staten Island | All | English | Oxford Consulting Services, Inc. | $39.15 | Primary |
| PreSchool | Speech Therapy | Manhattan | All | English | Oxford Consulting Services, Inc. | $40.50 | Primary |
| PreSchool | Speech Therapy | Staten Island | All | English | Oxford Consulting Services, Inc. | $39.15 | Primary |
| SchoolAge | Occupational Therapy | Brooklyn | 17 | English | Yeled VYalda E.C.C., Inc. | $44.00 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | 14 | Yiddish | Yeled VYalda E.C.C., Inc. | $49.00 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | 15 | Yiddish | Yeled VYalda E.C.C., Inc. | $45.00 | Primary |
| SchoolAge | Speech Therapy | Brooklyn | 17 | English | Yeled VYalda E.C.C., Inc. | $44.00 | Primary |

**Item:** 7

**Description:**

High-quality instructional programming as part of the universal prekindergarten (UPK) program.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN PROGRAM (RFP R0922)

| Estimated Annual/Total Contract Amounts | Funding Source | Contract Term | Options | Estimated Option Amount | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $29,895,236 / $149,476,179 | New York State Education Department (NYSED) | Three Years | Options to Extend for Two 1-Year Periods Or One 2-Year Period | $59,790,472 | Request for Proposals (RFP) | No | Requirement |

| | |
|---|---|
| **Vendor Name & Address** | See attached table. |

| Service Requestor/Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|
| Dominique West<br>Director of Operations<br>Office of Early Childhood Education | Maxine Needle<br>UPK Director |

## PURPOSE

Authorization is requested to contract with the 154 vendors listed in the attached table to provide high-quality instructional programming as part of the Universal Prekindergarten (UPK) program.

## DISCUSSION

In 1997, NYSED established the Universal Prekindergarten program (UPK), which entitles eligible four-year-olds to receive two-and-a-half hours of instructional programming for 180 days at no charge to families. The UPK program operates citywide in public and non-public school settings. Achieving universal access to prekindergarten services depends on the partnerships that link community-based organizations with the public schools. By law, ten percent of funding for the UPK program must be allotted to community-based organizations to achieve universal access to prekindergarten services.

A Request for Proposals (RFP) was released in January, seeking to award contracts to eligible early childhood providers willing to collaborate with the DOE to implement the UPK Program in districts with a high need for these services. Of 361 proposals submitted, 133 were from vendors who applied for the City's Administration for Children's Services (ACS) Early Learn NYC contracts. Early Learn unifies ACS-funded day care, federally funded Head Start, and State-funded UPK services into single, blended contracts. ACS released an RFP in May 2011 "soliciting early care and education services within center-based services and home-based settings for a total of 42,000 children."

While vendors who applied for Early Learn contracts were given the opportunity to submit proposals for this contract, it was made clear that we would not review proposals from these vendors until ACS announced its contract award decisions. The DOE worked with ACS to ensure that the Early Learn award notifications would take place so as not to conflict with the UPK selection process, but ACS was delayed in making the award announcements. Accordingly, OECE is now reviewing the 49 proposals

from those vendors that proposed for both contracts but did not receive an ACS award. It is possible, therefore, that UPK contracts with additional vendors may be submitted for approval at a later date.

Of the remaining 228 vendors, six did not meet the minimum qualifications and were sent letters indicating that their proposals were deemed non-responsive, because they lacked DOHMH certification (Francis School, Gabeco, Glorious and Gifted Childcare, Magale, Kingsbridge) or lacked the requisite 12 months' experience (New York Creative ChildCare). Two of these six vendors submitted protests, one was denied (New York Creative ChildCare), and one was upheld (Francis School). The Francis School's protest was upheld after it was learned that delays in their DOHMH certification were not the vendor's fault. Two others were late submissions and were not accepted (Riverdale Montessori and Lighthouse International). These vendors protested and were denied.

Each borough's Early Childhood Field Office convened an evaluation committee whose members went through extensive training in the evaluation of proposals. The committees each had at least three members and included a Program Manager, Instructional Project Manager, Operations Analyst, Administrative Assistant, and/or Instructional Coordinator.

The evaluation criteria were:

| Response Category | Maximum Points |
|---|---|
| Program Plan | 25 |
| Organizational Capacity | 15 |
| Demonstrated Effectiveness | 15 |
| Site Visit | 45 |
| **Total** | **100** |

All vendors who met the minimum qualifications, scored at or above the 80 points, and presented fair and reasonable prices were recommended for award.

The RFP selection process was used because the qualitative evaluation of program, staff, and site environment are the most important criteria for award.

The New York State Education Department (NYSED) provides funding that averages $3,866 per child per year. The average cost per child through these proposed contracts is expected to be $3,652.

For vendors with contracts estimated to be under $1 million, DCP reviewed information regarding their backgrounds in VENDEX and Vendor Compliance, Investigations and Performance (VCIP) reports and found no significant adverse information except for 3504-06 Church Avenue Day Care Inc. They have an out standing levy from the NYC Department of Finance and have reached a payment agreement.

An asterisk following a vendor's name in the attached table indicates a contract over $1 million. For these vendors, a search of VENDEX and VCIP has revealed no significant adverse information with the exception of YMCA. YMCA settled a false billing dispute with the Corporation for National and Community Service for $534,000 without acknowledging wrongdoing. In addition, there is one unsatisfactory VENDEX rating for performance, among a total of 72, which include four excellent, 18 good, 45 fair, and four poor ratings. More important, the DOE's Early Childhood/UPK Contract Managers report that YMCA has provided excellent UPK services in the boroughs of Queens and Brooklyn. Extensive background checks are being performed by the DCP's Vendor Research and

Price Analysis unit on this and the other vendors and vendors whose background checks reveal significant adverse information will not receive executed contracts.

| BOROUGH | CSD | VENDOR LEGAL NAME | ESTIMATED SEATS AWARDED | ESTIMATED AWARDED PRICE PER SEAT | ESTIMATED ANNUAL CONTRACT AMOUNT | ESTIMATED 3 YEAR + 2 YEAR RENEWAL OPTION AMOUNT |
|---|---|---|---|---|---|---|
| Q | 28 | Pickwick School, Inc. | 60 | $3,580 | $214,800 | $1,074,000 |
| Q | 25 | HoneyPot DayCare Center, Inc. | 13 | $3,650 | $47,450 | $237,250 |
| Q | 27 | The Little Dolphin School | 54 | $3,574 | $192,996 | $964,980 |
| Q | 25 | Judi's Nursery, Inc. | 60 | $3,540 | $212,400 | $1,062,000 |
| Q | 25 | YMCA of Greater New York d/b/a YMCA of Greater New York/Flushing Branch | 54 | $3,550 | $191,700 | $958,500 |
| Q | 26 | Home Sweet Home Children's School | 72 | $3,585 | $258,120 | $1,290,600 |
| Q | 27 | Zinat Jahan Islam d/b/a/Nadya Daycare | 72 | $3,855 | $277,560 | $1,387,800 |
| Q | 26 | YMCA of Greater New York d/b/a YMCA of Greater New York Cross Island* | 90 | $3,765 | $338,850 | $1,694,250 |
| Q | 25 | International Nursery School | 36 | $3,675 | $132,300 | $661,500 |
| Q | 25 | New York League for Early Learning, Inc. d/b/a YAI/NYL Clearview School Annex | 18 | $3,420 | $61,560 | $307,800 |
| Q | 24 | New Generation Kids LLC* | 160 | $3,545 | $567,200 | $2,836,000 |
| Q | 29 | Kids Circle Daycare Inc. | 20 | $3,440 | $68,800 | $344,000 |
| Q | 25 | Samuel Field YM&YWHA, Inc. d/b/a Samueal Field Y Bay Terrace Center | 18 | $3,660 | $65,880 | $329,400 |
| Q | 26 | Bright Beginnings in Queens Village | 18 | $3,544 | $63,792 | $318,960 |
| Q | 26 | Lynbo, Inc. d/b/a Jack & Jill Nursery School II | 36 | $3,660 | $131,760 | $658,800 |
| Q | 24 | Sesame Sprout, Inc.* | 121 | $3,522 | $426,162 | $2,130,810 |
| Q | 27 | Bev's Kiddie Daycare, Inc. | 36 | $3,835 | $138,060 | $690,300 |
| Q | 29 | Laurelton Day Care Inc. | 36 | $3,535 | $127,260 | $636,300 |
| Q | 28 | Imagine Early Learning Center @ Jamaica Kids | 18 | $3,495 | $62,910 | $314,550 |
| Q | 24 | Star America Inc.* | 180 | $3,515 | $632,700 | $3,163,500 |
| Q | 29 | Mona Prep Day Care Inc. | 36 | $3,520 | $126,720 | $633,600 |
| Q | 24 | St. Jacobus Evangelical Lutheran Church d/b/a Rainbow Christian Preschool & Kindergarten* | 122 | $3,550 | $433,100 | $2,165,500 |
| Q | 30 | The Evangelical Lutheran Church of the Atonement | 72 | $3,548 | $255,456 | $1,277,280 |
| Q | 27 | Little Tots Red Wagon Inc. | 54 | $3,857 | $208,278 | $1,041,390 |
| Q | 27 | Sinai Congregation Inc. aka West End Temple | 28 | $3,552 | $99,456 | $497,280 |
| Q | 27 | Bnos Bais Yaakov of Far Rockaway | 60 | $3,560 | $213,600 | $1,068,000 |

| | | | | | | |
|---|---|---|---|---|---|---|
| Q | 26 | Kidszone, Inc. d/b/a Kiddie Academy of Little Neck | 18 | $3,485 | $62,730 | $313,650 |
| Q | 29 | Incarnation School | 36 | $3,480 | $125,280 | $626,400 |
| Q | 25 | Preschool R Us | 32 | $3,425 | $109,600 | $548,000 |
| Q | 24 | Happy Dragon of USA, Inc.* | 126 | $3,460 | $435,960 | $2,179,800 |
| Q | 25 | Happy Dragon of USA, Inc. | 40 | $3,462 | $138,480 | $692,400 |
| Q | 25 | Happy Dragon of New York, Inc. | 36 | $3,462 | $124,632 | $623,160 |
| Q | 25 | Immanuel Genius, Inc. d/b/a Immanuel Creative | 36 | $3,415 | $122,940 | $614,700 |
| Q | 24 | Greater Ridgewood Youth Council, Inc. d/b/a GRYC Little Stars Pre-K@OLMM | 36 | $3,506 | $126,216 | $631,080 |
| Q | 24 | Emilia's Kids Inc. | 22 | $3,525 | $77,550 | $387,750 |
| Q | 25 | Kissena Cherry Daycare | 18 | $3,465 | $62,370 | $311,850 |
| Q | 25 | Shalom Day Care, Inc. | 18 | $3,545 | $63,810 | $319,050 |
| Q | 29 | St. Joseph's Episcopal Church d/b/a St. Joseph's Parish Day School | 12 | $3,510 | $42,120 | $210,600 |
| Q | 27 | Marcktell Management Corp. d/b/a JFKIDSPORT | 36 | $3,640 | $131,040 | $655,200 |
| Q | 24 | Children's Big Apple Early Childhood Center Inc.* | 216 | $3,510 | $758,160 | $3,790,800 |
| Q | 28 | Greek Orthodox Comm. Of St. Demetrios Day School d/b/a Jamaica Day School | 36 | $3,545 | $127,620 | $638,100 |
| K | 23 | The Family and Life Center of Mt. Ararat | 36 | $3,500 | $126,000 | $630,000 |
| Q | 25 | New Milestone, Inc. d/b/a New Milestone Preschool | 40 | $3,510 | $140,400 | $702,000 |
| Q | 30 | St. Joseph School | 36 | $3,440 | $123,840 | $619,200 |
| Q | 27 | Howard Beach Judea Center d/b/a Howard Beach Center Pre-Kindergarten | 18 | $3,525 | $63,450 | $317,250 |
| Q | 25 | Rainbow Child Development Center Inc. | 36 | $3,515 | $126,540 | $632,700 |
| Q | 29 | Early Sunrise Preschool & Kindergarten, Inc. | 29 | $3,475 | $100,775 | $503,875 |
| Q | 30 | Rainbowland Nursery School* | 104 | $3,492 | $363,168 | $1,815,840 |
| Q | 27 | Yeshiva of Belle Harbor | 16 | $3,598 | $57,568 | $287,840 |
| Q | 24 | Once Upon A Child Daycare & Preschool | 22 | $3,525 | $77,550 | $387,750 |
| Q | 24 | Mi Nuevo Mundo V d/b/a Mi Nuevo Mundo Corp. | 54 | $3,395 | $183,330 | $916,650 |
| Q | 26 | Professional ChildCare, Inc. d/b/a Francis Education Center | 18 | $3,510 | $63,180 | $315,900 |
| Q | 27 | Richmond Hill Daycare, Inc. | 18 | $3,549 | $63,882 | $319,410 |
| Q | 30 | Jackson Heights Learning Center Annex | 40 | $3,500 | $140,000 | $700,000 |

| | | | | | | |
|---|---|---|---|---|---|---|
| Q | 24 | Little Friends Nursery School Sunnyside, Inc. | 60 | $3,500 | $210,000 | $1,050,000 |
| Q | 24 | Denizko Day Care, Inc. | 28 | $3,510 | $98,280 | $491,400 |
| Q | 26 | Chabad Early Learnng Center | 18 | $3,550 | $63,900 | $319,500 |
| Q | 24 | A Child's Place Too Inc.* | 108 | $3,225 | $348,300 | $1,741,500 |
| Q | 30 | Lolly's Early Childhood Center Inc. d/b/a Lolly's Learning Center | 17 | $3,525 | $59,925 | $299,625 |
| Q | 25 | The Corner School | 36 | $3,410 | $122,760 | $613,800 |
| Q | 24 | Little Friends School, Elmhurst Inc. | 58 | $3,552 | $206,016 | $1,030,080 |
| Q | 27 | On Our Way Learning Center | 20 | $3,855 | $77,100 | $385,500 |
| Q | 30 | Garden School, Inc. | 18 | $3,520 | $63,360 | $316,800 |
| Q | 27 | Holy Child Jesus School | 54 | $3,548 | $191,592 | $957,960 |
| Q | 25 | Sweet Angel 88, Inc. d/b/a Little Sweet Angels Child Care Center | 18 | $3,495 | $62,910 | $314,550 |
| Q | 27 | De-Anna Learning Center | 36 | $3,865 | $139,140 | $695,700 |
| Q | 26 | Noah's Ark Progressive Learning Center | 36 | $3,510 | $126,360 | $631,800 |
| K | 32 | Kreative Kare Day Care Center, Inc. | 18 | $3,485 | $62,730 | $313,650 |
| Q | 27 | Up the Ladder | 84 | $3,850 | $323,400 | $1,617,000 |
| Q | 30 | Kid Krazy Inc. | 26 | $3,550 | $92,300 | $461,500 |
| Q | 27 | HeartShare Human Services of New York d/b/a Cuomo First Step, Kiwanis First Step, Russo First Step* | 159 | $3,885 | $617,715 | $3,088,575 |
| Q | 30 | Grace Lutheran Church | 54 | $3,465 | $187,110 | $935,550 |
| Q | 24 | MDP Family Services, Inc. d/b/a Little House Day Care | 24 | $3,510 | $84,240 | $421,200 |
| Q | 24 | Books & Rattles, Inc. d/b/a Books and Rattles Preschool* | 134 | $3,490 | $467,660 | $2,338,300 |
| K | 20 | Long Xing Day Care Center, Inc. | 30 | $3,750 | $112,500 | $562,500 |
| K | 17 | Joan Watkis Corp. | 30 | $3,600 | $108,000 | $540,000 |
| K | 15 | Hanover Place Child Care LLC | 50 | $3,447 | $172,364 | $861,818 |
| K | 21 | Yeshivah of Flatbush* | 130 | $3,872 | $503,382 | $2,516,911 |
| K | 21 | Barkai Foundation, Inc. | 40 | $3,750 | $150,000 | $750,000 |
| R | 31 | Young Mens Christian Assoc of Greater NY* | 180 | $4,000 | $720,000 | $3,600,000 |
| R | 21 | Bai Yaakov D'Chassidei Gur | 18 | $3,700 | $66,600 | $332,999 |
| K | 22 | Yeshiva Toras Emes | 18 | $4,082 | $73,482 | $367,408 |
| R | 31 | Woodrow Pre School Center | 28 | $4,100 | $114,800 | $574,000 |
| R | 31 | Jewish Community Center of Staten Island* | 160 | $3,825 | $612,000 | $3,060,000 |
| K | 21 | Magen David Yeshivah | 91 | $3,600 | $327,600 | $1,638,000 |
| K | 15 | Open House Nursery School | 30 | $4,100 | $122,997 | $614,985 |
| R | 31 | Sacred Heart School | 18 | $3,604 | $64,874 | $324,369 |
| K | 15 | St. Francis Xavier School | 18 | $3,510 | $63,175 | $315,875 |

| | | | | | | |
|---|---|---|---|---|---|---|
| K | 22 | Nayema Universal Child Center, Inc | 36 | $4,100 | $147,600 | $738,000 |
| K | 20 | New Hope Fellowship, Inc* | 147 | $3,900 | $573,300 | $2,866,500 |
| K | 20 | Star America Inc. * | 161 | $3,650 | $587,650 | $2,938,250 |
| K | 20 | United Talmudical Academy of Boro Park Head Start Inc | 19 | $3,508 | $66,643 | $333,213 |
| K | 19 | Starrett Early Learning Center | 60 | $3,997 | $239,835 | $1,199,175 |
| K | 19 | Be'er Hagolah Institutes | 72 | $3,800.01 | $273,601 | $1,368,004 |
| K | 17 | 3504-06 Church Avenue Day Care Inc | 58 | $3,600 | $208,800 | $1,044,000 |
| K | 15 | Old First Nursery School | 8 | $3,600 | $28,800 | $144,002 |
| K | 22 | Infinity Educational Programs Inc | 78 | $4,100 | $319,800 | $1,599,000 |
| K | 13 | Bambi Day Care Center | 18 | $3,750 | $67,500 | $337,500 |
| K | 14 | Bnos Square of Williamsburg | 45 | $3,550 | $159,750 | $798,750 |
| K | 22 | N & B Friendship Inc | 14 | $3,500 | $49,000 | $245,000 |
| K | 21 | Bais Yaakov Academy | 60 | $3,800 | $228,000 | $1,140,000 |
| K | 21 | Bet Yaakov Ohr Sarah | 15 | $3,815 | $57,228 | $286,138 |
| K | 22 | Yeshiva & Mesivta Torah Temimah | 39 | $3,900 | $152,100 | $760,500 |
| K | 20 | New York League for Early Learning | 38 | $4,000 | $152,000 | $760,000 |
| K | 20 | Brooklyn Child Care Inc | 30 | $4,000 | $120,000 | $600,000 |
| K | 22 | Kings Bay Ym-YWHA Inc | 40 | $4,000 | $160,018 | $800,086 |
| K | 21 | Buratino International Day Care | 18 | $3,500 | $63,000 | $315,000 |
| K | 16 | Mary McLeod Bethune Day Care Inc | 20 | $3,620 | $72,397 | $361,986 |
| K | 18 | Hebrew Academy for Special Children Inc | 24 | $3,800 | $91,200 | $456,000 |
| K | 13 | Brooklyn Montessori LTD | 50 | $3,851 | $192,531 | $962,655 |
| K | 19 | ST. Peter's Lutheran Church | 72 | $4,028 | $290,000 | $1,450,001 |
| R | 31 | The Kidsmart Group, LLC | 16 | $3,895 | $62,320 | $311,600 |
| K | 17 | Ella Baker Charles Romain Child Development Ctr of Medgar Evers College | 16 | $3,327 | $53,232 | $266,162 |
| K | 14 | Child Development Support Corp | 20 | $3,500 | $70,000 | $350,000 |
| K | 22 | Prospect Park Yeshiva | 56 | $3,600 | $201,600 | $1,008,000 |
| K | 17 | Highlights Academy Inc | 20 | $4,000 | $80,000 | $400,000 |
| K | 17 | Congregation Ohr Menachem | 18 | $3,990 | $71,818 | $359,089 |
| K | 15 | Hanson Place Child Development Center Inc | 20 | $3,204 | $64,077 | $320,384 |
| R | 31 | The CSI Assoc, Inc DBA The Children's Center | 20 | $3,800 | $76,000 | $380,000 |
| K | 22 | Get Set Linden Inc* | 90 | $4,000 | $360,000 | $1,800,000 |
| K | 21 | Block Institute School | 16 | $3,198 | $51,173 | $255,867 |
| M | 2 | New York League for Early Learning, Inc. | 5 | $4,000 | $20,000 | $100,000 |
| M | 6 | Washington Heights Hellenic Orthodox Community St. Spyridon | 90 | $3,450 | $310,499 | $1,552,496 |

| | | | | | | |
|---|---|---|---|---|---|---|
| M | 5 | Urban Concepts of NY-Round the Clock Nursery, Inc. | 80 | $3,802 | $304,131 | $1,520,656 |
| X | 10 | Urban Concepts of NY-Round the Clock Nursery, Inc.* | 108 | $3,802 | $410,577 | $2,052,886 |
| X | 8 | SteppingStone Day School, Inc. | 18 | $3,399 | $61,180 | $305,900 |
| X | 11 | United Church of Jesus Christ | 36 | $3,990 | $143,640 | $718,200 |
| X | 11 | United Cerebral Palsy of New York City, Inc. | 32 | $4,009 | $128,272 | $641,360 |
| X | 8 | Holy Family School | 36 | $3,500 | $126,000 | $630,000 |
| M | 2 | Imagine Early Learning Center @ The Louis Green and Evelyn Green Davis Child Care Center at Mt. Sinai Medical Center | 31 | $3,600 | $111,600 | $558,000 |
| X | 9 | Volunteers of America-Greater New York, Inc. | 16 | $4,554 | $72,856 | $364,280 |
| X | 9 | BronxWorks, Inc. | 54 | $3,504 | $189,237 | $946,183 |
| X | 10 | St. Dominic's Torch | 8 | $3,742 | $29,934 | $149,670 |
| X | 11 | Rainbow School for Child Development | 16 | $3,653 | $58,456 | $292,279 |
| X | 10 | Our Lady of Mount Carmel | 54 | $3,567 | $192,637 | $963,187 |
| X | 10 | St. Brendan School | 36 | $3,600 | $129,600 | $648,000 |
| X | 11 | Little Stars School, Inc. | 76 | $3,950 | $300,226 | $1,501,129 |
| X | 11 | Little Stars Too, Inc. | 72 | $3,916 | $281,949 | $1,409,746 |
| X | 11 | Little Stars Three, Inc. | 72 | $3,905 | $281,172 | $1,405,861 |
| X | 10 | Marble Hill Nursery School | 60 | $4,150 | $249,000 | $1,245,000 |
| X | 10 | Brenda's Playschool | 12 | $4,037 | $48,448 | $242,242 |
| X | 11 | Bronx House, Inc.* | 288 | $3,600 | $1,036,800 | $5,184,000 |
| M | 5 | Little Angels Head Start Program | 216 | $3,552 | $767,232 | $3,836,160 |
| X | 11 | YAI-New York League for Early Learning, Inc. | 16 | $3,504 | $56,067 | $280,336 |
| X | 12 | Puerto Rican Family Institute Bronx Head Start | 54 | $3,163 | $170,823 | $854,113 |
| M | 2 | Midtown Care Inc. | 32 | $3,688 | $118,007 | $590,035 |
| M | 2 | TT of NYC, LLC. | 36 | $3,600 | $129,600 | $648,000 |
| X | 8 | Rainbow After School Program | 29 | $3,549 | $102,921 | $514,605 |
| M | 5 | City College Child Development Center | 12 | $3,200 | $38,400 | $192,000 |
| X | 11 | The Learning Tree Cultural Center | 72 | $4,000 | $288,000 | $1,440,000 |
| M | 3 | Harlem Children Zone | 40 | $3,500 | $140,000 | $700,000 |
| M | 5 | Harlem Children Zone* | 100 | $3,500 | $350,000 | $1,750,000 |
| X | 12 | Phipps Community Development | 34 | $3,475 | $118,166 | $590,830 |
| X | 11 | Northeast Bronx Day Care Centers* | 284 | $4,350 | $1,235,201 | $6,176,006 |
| | | | **Total** | **Average** | **Total** | **Total** |
| | | | 8,115 | $3,652 | $29,895,236 | $149,476,179 |

**Item:** 8

**Description:**

Transportation for NYC students attending pre-K and early intervention programs.

**REQUEST FOR AUTHORIZATION**
**B2026 TRANSPORTATION SERVICES FOR PRE-KINDERGARTEN AND EARLY INTERVENTION PARTICIPANTS**

| Estimated Annual/Total Amount | Funding Source | Contract Term | Options | Estimated Option Amount | Procurement Method | Is Contract Retroactive | Contract Type |
|---|---|---|---|---|---|---|---|
| $82,339,373/ Annual $411,696,865 Total | Tax Levy | Five Years | Two 1-Year Extensions | $164,678,746 | Request for Bids (RFB) | No | Requirement |

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

| Vendor Name | Address | Awarded Aggregate | Annual Amount |
|---|---|---|---|
| Alina Services Corp. | 245-37 60th Avenue Douglaston, NY 11362 | 8,10 | $6,303,152 |
| First Steps | 350 Lamoka Avenue Staten Island, New York 10312 | 33,39,43 | $1,579,786 |
| Fortuna | 1329 36th Street Brooklyn, NY 11218 | 25,30 | $2,669,411 |
| GVC Ltd. | 450 Zerega Avenue Bronx, NY 10473 | 1,4,16, 22,26 | $13,066,417 |
| Happy Day Transit | 35-10 Starr Avenue Long Island City, NY 11101 | 17,27 | $3,596,136 |
| I&Y Transit | 245-37 60th Street Douglaston, NY 11362 | 7 | $3,488,827 |
| M&L Bus Corp. | 3167 Atlantic Avenue Brooklyn, NY 11208 | 41 | $439,929 |
| Phillip | 146 Wolcott Avenue Brooklyn, NY 11231 | 6,11 | $5,196,297 |
| Professional Charter | 50 Snediker Avenue Brooklyn, NY 11227 | 2,3,12, 14,15,18, 20,23,24, 28,29,31,32 | $29,388,601 |
| Robin Transportation | 2302 Neptune Avenue Brooklyn, NY 11224 | 9,13,19 | $7,010,681 |
| Royal Express | 65-61 Sauders St. Apartment 1A Rego Park, NY 11374 | 5 | $2,801,904 |
| Smart Pick | 2548 West 13th Street Brooklyn, NY 11223 | 37 | $727,579 |
| Thomas Buses | 2859 West 37th Street Brooklyn, NY 11224 | 21,34,35, 36,38,40, 42 | $6,070,653 |

## PURPOSE

Approval is sought on behalf of the Office of Pupil Transportation (OPT) to contract with the above vendors for bus transportation necessary for New York City students attending Pre-Kindergarten and Early Intervention Programs. The term of these contracts will be five years with two 1-year options to extend. The contracts allow for annual price adjustments based upon a composite index that accounts for changes in fuel, labor, and consumer prices. The cost for transportation will be paid by the Department of Education (DOE) for Pre-Kindergarten Students and the Department of Health for Early Intervention Students.

## DISCUSSION

The Request for Bids (RFB) divides the city into 43 aggregate classes/service areas. Each service area includes schools identified as servicing students living at varying distances from the service area, which comprised multiple pricing tiers, with three types of students per tier: Pre-Kindergarten Ambulatory, Pre-Kindergarten Non-Ambulatory, and Early Intervention. The first pricing tier applies to students living within their service area. The second tier applies to students living in nearby service areas and additional pricing tiers apply to students who live progressively farther away from their service area. Bidders provided a daily rate per rider for each tier.

The RFB was downloaded by 140 bidders and had two distinct opening dates to ensure competition across all service areas. The first bid opening for Aggregates 1 – 32 received 41 responses and the second bid opening for Aggregates 33- 43 received 28 bid responses. There were a total of 48 vendors submitting bids. The bid responses were received from a broad range of vendors including current Pre Kindergarten contractors, K-12 contractors, and 9 vendors new to the DOE. Due to increased competition and restructuring of the bid into Service Areas, the awarded prices are over 30% lower than previous contract costs and are determined to be fair and reasonable.

The DOE assessed vendor capacity by comparing the number of buses available to a company with the required number needed to service the area bid, and a mathematical algorithm was applied to determine which responsive, responsible bidders would be recommended for award ensuring the lowest total (system-wide) program cost. In addition, the DOE engaged the services of a consultant to inspect each bidder's facilities, equipment, safety record and capacity.

Based upon this comprehensive evaluation of the low bidders in each area, the companies listed below were determined to be non-responsive:

- Boro Crescent was found to have insufficient financial resources.
- G&L Transit did not provide evidence of a financial plan, sufficient vehicle storage facilities or physical plant and adequate safety programs.
- Liberty Transit and Tomar Inc did not have the capacity to service the area bid based on the number of vehicles required and their financial capability.

The Department received five protests, all of which were denied. These are discussed in Appendix 1.

Awarded vendors were determined to have capacity to service their areas and background checks have been completed. All have been determined to be responsible vendors, notwithstanding noteworthy information in Appendix 2.

Appendix 3 summarizes the responses received for each aggregate class, highlighting the awarded vendors and indicating reasons for no-award to an apparent low bidder.

## Appendix 1 – Bid Protests

The following vendors submitted protests:

- Alina protested the DOE's decision not to award it Service Area 17 (Queens-1) for which it was the lowest bidder. In addition, Alina said would prefer Service Area 7, which was awarded to its affiliate I&Y Transit. Alina stated they had the capacity to service more areas than the two areas they were awarded (Service Area 10 (Queens-3), and Service Area 8 (Queens-5). Alina claimed that their two affiliates (I&Y and Iridium) currently transport even more students than these four service areas represent. The protest officer asserted that Alina, based in large part on information provided by the company itself, did not meet the capacity to service an additional area. It is also noteworthy that Alina pointed to its affiliates as a means of meeting capacity; however, the companies submitted individual bids.

- G&L Transit protested the DOE's decision not to award Service Area 2 (Queens-9) for which it was the low bidder. The protest officer asserted that the vendor failed to provide an adequate financial or business plan for hiring drivers and acquiring the number of vehicles necessary to provide service. Notwithstanding the insufficiency of the information, the protest is past the required 10 days for protest submittal.

- Phillip Bus protested the DOE's intention to award it only Service Area 11 (Bronx-4) and Service Area 6 (Queens-10) and to give Service Areas 1, 16 and 21 (Bronx 2, 3, and 9) to higher bidding vendors. They also asserted that Bronx 2 should be awarded to Phillip because it would be substantially more profitable than the awarded Queens Zone 10. The protest officer asserted that the DOE does not award contracts on the basis of vendor preference, profit, or convenience, rather the DOE decided which combination of service areas to award based on the overall lowest cost to the DOE.

- Liberty Transit protested the DOE non-responsive determination, claiming that the DOE provided only a broad generalization of their reasons for rejection. They said they had the capacity and, further, they asserted that the DOE didn't give them a chance to rebut. The protest officer found that although the rejection did not provide the level of detail the protestor sought, it nonetheless identified with specificity the qualifications that Liberty failed to meet. In addition, the protest officer noted that Liberty was given several opportunities to provide the necessary information and documentation to the DOE. The protest officer also affirmed the determination that Liberty's expansion as required was not feasible based on the financial data supplied. DOE had found Liberty was over-leveraged and had a poor working capital position. Liberty provided only one source of outside funding; a line of credit for $50,000. Although Liberty had a commitment from a bus distributor, they included no plan for financing additional vehicles. In addition, Liberty failed to provide documents requested to demonstrate compliance with safety standards established by the New York State Department of Transportation.

- Robin Transportation protested the denial of its request to withdraw its bids in Service Areas 9 and 13 (Brooklyn-3 and Brooklyn-7). Robin requested such withdrawal contending there was material misinformation in the bid specifications that would cause financial hardship to the company. Subsequently, Robin withdrew their protest.

## Appendix 2- Background Checks

Background checks identified noteworthy information for the following vendors:

- GVC - In 2005, the DOT terminated a contract for Pre-K Transportation with GVC based on their "failure to provide pricing justification pursuant to the agency's request, as required under its contract...." GVC's claims surrounding lost profits during an Article 78 proceeding stemming from this matter was dismissed in 2006. According to VENDEX, DOT had two contracts with GVC since the termination, both beginning in 2006. In light of the contracts awarded by the DOT in 2006, which now are managed by the DOE and for which GVC's performance has been satisfactory, the DOE has determined the vendor is responsible.

- Phillips - Common ownership for Pinnacle Bus: A March 20, 2007 New York Daily News Investigative Team series reported that in 2004, an individual with a criminal record worked as a driver for Pinnacle Bus. According to the press account the driver had been arrested three times in the 1990's, including a 1996 arrest for attempted burglary to which he pled guilty and received one day in jail and five years' probation. The article further reported that on October 26, 2006 the driver was arrested for possession of marijuana and by the next day when the DOE's Office of Pupil Transportation (OPT) notified Pinnacle of the arrest, the driver had been fired. The driver was placed on the DOE's Ineligible List and subsequently, the driver's school bus driving certification was permanently revoked by the DOE. New York Daily News stories from October 17 and 18, 2008 report that a Pinnacle bus driver and bus matron were arrested on charges of reckless endangerment, endangering the welfare of a child and endangering an incompetent person after leaving a 3 year old autistic student on a bus. The stories stated that the driver had been arrested six times in the prior few years for public consumption of alcohol. OPT advises that both the driver and escort were suspended upon their arrest and on November 20, 2008 both the driver's and escort's certifications were revoked permanently. Further, in July 2008, a DMV administrative judge found Pinnacle committed 274 violations, many having to do with failures to monitor drivers, and imposed a $137,000 fine, which was completely satisfied in November 2009. In 2010, the NYSDMV charged Pinnacle with another 108 violations regarding driver monitoring and Pinnacle agreed to pay a $13,000 civil penalty. Pinnacle entered into a payment plan with the DMV and at present the balance due is less than $2,000, with payment expected to be completed by May 23, 2012. OPT reported that as of April 2012, it is unaware of any outstanding violations. Since Pinnacle has made the payments as required by the payment plan, a recent check shows no outstanding violations and in light of the common ownership for Pinnacle and Phillips, the DOE has determined Phillips to be responsible.

- Thomas Bus - During the course of the review, the DOE became aware of an affiliated entity, RC Services that appeared to have been owned by Mr. Castellano and owed over $140,000 to the NYS Department of Labor (DOL). The DOE has confirmed that Mr. Castellano is addressing the matter with the DOL.

**Item:** 9

**Description:**

Instructional strategies and tools beyond the core curriculum to help students academically at all grade levels.

# REQUEST FOR AUTHORIZATION (RA #3) FOR ACADEMIC INTERVENTION SERVICES PROFESSIONAL DEVELOPMENT (MTAC R0896)

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $1,030,000 / $5,150,000 | Various, including Tax Levy & Reimbursable | Five Years | None | Multiple Task Award Contract (MTAC) | No | Requirements |

| Vendor's Name & Address | | Estimated Annual Amount | Estimated Total Amount |
|---|---|---|---|
| 1. | Kaplan K12 Learning Services, LLC<br>395 Hudson Street, 4th Floor, New York, NY 10014 | $1,000,000 | $5,000,000 |
| 2. | Developmental Studies Center (DSC)<br>2000 Embarcadero Suite 205, Oakland, CA 94606 | $30,000 | $150,000 |

| Service Requestor | Division of Contracts and Purchasing Contact |
|---|---|
| Gregg Betheil<br>Executive Director, School Programs & Partnerships<br>Division of Academics, Performance & Support | Joy Gentolia<br>Director, Instructional Service Procurement |

## PURPOSE

Authorization is requested on behalf of the Division of Academics, Performance & Support (DAPS) to contract with the above-named vendors for Academic Intervention Services (AIS). Intervention services are additional instructional strategies and tools provided beyond the core curriculum to help students academically at all grade levels. The awarded vendors will provide academic intervention professional development services to support central offices, cluster/network teams, and school staff in the planning, development, implementation, and/or evaluation of AIS in the areas of literacy, mathematics, science, and social studies. These programs will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools.

## DISCUSSION

AIS are designed to help students meet NYSED learning standards by using instructional strategies and tools that supplement regular classroom instruction and/or student support services to address barriers to improved academic performance. Services of this nature are primarily centered on at-risk students with social, emotional, and academic difficulties. The professional development services offered by these vendors include:

- Assessment /diagnostic or intervention programs, strategies, and tools;
- Multi-sensory teaching methods using visual, auditory, tactile, and movement approaches;
- Team building;
- Core subject intervention for literacy, mathematics, science, and social studies.

Proposals were evaluated by a minimum of three members drawn from a pool of 19 evaluators. The two proposals recommended here for award were evaluated by a Deputy Network Leader (former Principal), a Director of Student Services (former Assistant Principal), an Academic Achievement

Coach for Early Literacy, a Director of Instructional Support, a Race to the Top Coach, and a Achievement Coach (former Early Intervening Services Coordinator). Proposals were scored on: program plan (25 points), organizational capacity (25 points), pricing (25 points), and demonstrated effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Twenty-six proposals have been received in response to this solicitation and seven were recommended for contract awards under two previous RAs.

Kaplan offers customized professional development focused on differentiated learning, online and blended instruction, college readiness, strategies in core subject areas, and assessment design. The program design is based on vocabulary development, reading comprehension, writing, content area literacy and text complexity, number sense, computation, estimation, and problem solving.

DSC's method of professional development will be through Lesson Study (LS), a research-validated model geared to improving teaching practice. LS courses address the components of literacy, text complexity, vocabulary development, and use of quantitative and qualitative data on student learning and development. The lesson study cycles also focus on mathematics, science, and social studies.

The hourly rates for the vendors listed in this RA are lower than rates for similar services by vendors contracted under the previous solicitation, which averaged $305. In addition, the DOE negotiated significantly lower prices for both vendors' services (as shown in the table below). Kaplan's and DSC's pricing have each therefore been determined to be fair and reasonable.

| Awarded Vendor | Original Average Hourly Rate | BAFO | % Difference |
|---|---|---|---|
| Kaplan K12 Learning Services, LLC | $470 | $248 | 47% |
| Developmental Studies Center | $1,057 | $188 | 82% |

The estimated annual contract amount for Kaplan is based on their previous contract's expenditures. DSC's annual contract amount is based on the estimated minimum amount for a requirements contract of $30,000, as this vendor has no history of providing AIS or related services.

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 DSC and the vendor has therefore been determined to be responsible.

The following information was revealed for Kaplan and its parent companies (Kaplan Inc. and the Washington Post):

- In 2010, the U.S. EEOC investigated allegations of racial bias in Kaplan's hiring practices. Litigation is currently pending and in the discovery phase, but part of the complaint has already been dismissed.

- Kaplan disclosed that several lawsuits alleging that Kaplan collaborated with BARBRI (a provider of bar exam preparation services and materials) not to compete in each other's test prep markets. All of these disclosed suits are now settled. Kaplan and BARBRI will collectively pay settlements totalling $30 million. The exact amount of Kaplan's penalty is currently under judicial review.

Because the complaints against it have been dismissed and the company has complied with requests for information and has not received further requests for information to date, Kaplan has 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:** 10

**Description:**

Arts education services including professional development and parent engagement services in the fields of dance, music, theater visual arts and the moving image.

# REQUEST FOR AUTHORIZATION (RA #1) FOR ARTS EDUCATION SERVICES (MTAC R0891)

| Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $8,140,000 / $40,700,000 | Various | Five Years | None | Multiple Task Award Contract (MTAC) | No | Requirements |

| Vendor Names & Addresses | See Table B below. |
|---|---|

| Service Requestor/Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|
| Paul King<br>Executive Director, Office of Arts & Special Projects | Aldrina Hazell<br>Procurement Analyst, Instructional Service Procurement |

## PURPOSE

Authorization is requested on behalf of the Office of Arts and Special Projects (OASP) to contract with the vendors named below to provide Arts Education Services. Awarded vendors will offer direct services to students with optional related professional development and parent engagement in the areas of dance, music, theater, visual arts, and the moving image. These services will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools. Arts services contracts are used by nearly all public and non-public schools.

## DISCUSSION

The goal of this MTAC is to contract with vendors who will deliver high-quality arts services that support and advance teaching and learning by building on the *Blueprint for the Arts* and the New York State Learning Standards (NYSLS) for the Arts. The *Blueprint* forms the basis for instructional programs in dance, music, theater, visual arts, and the moving image and is built upon five strands of Arts Learning: Arts Making; Literacy in the Arts; Making Connections; Community and Cultural Resources; and Careers and Life-long Learning. Exemplary services will incorporate the guidelines established in the *Blueprint* while enhancing studies in other areas.

Contracts pursuant to a similar Pre-Qualified Solicitation (PQS)/Multiple Task Award Contract (MTAC) released in 2007 expire September 2, 2012. This solicitation sought proposals from qualified organizations to continue providing Arts Education Services to City schools. To date, 82 proposals have been received and 43 vendors are recommended for award in this RA. An additional 29 vendors recommended for award are undergoing background checks and will be included.

Proposals were distributed to an evaluation committee that includes current and retired school principals, assistant principals, Arts Coordinators, and Directors from OASP, all of whom are knowledgeable about the *Blueprint* and the NYSLS for the Arts. They have participated in developing the *Blueprint*, are currently implementing quality arts programming, and possess years of experience within the NYC public schools or DOE central offices. To ensure scoring consistency, a training session was conducted for all committee members, in which they received an overview of the process and a scoring rubric. Proposals were evaluated using the following criteria: program plan (25 points), organizational capacity (25 points), demonstrated effectiveness (25 points) and price (25 points). Successful vendors were required to achieve a minimum score of 80 points. Providers included in this

RA had previous arts education services contracts and were recommended for contract award by schools they served and the applicable committee.

Table A shows the negotiated average hourly rates for all program offerings per vendor. A vendor can offer a single workshop for a component or offer an à la carte menu of services covering the five components (dance, music, theater, visual arts, and the moving image). The negotiated hourly rates range from $47-$1,076. Variances in the hourly rates resulted from participant capacity, number of instructors, level of instructors/performers, and the number of components/programs being offered. Hourly rates were analyzed and compared with rates charged by similar providers in previous contracts and were determined to be fair and reasonable based on those comparisons.

| TABLE A | |
|---|---|
| **Awarded Vendor** | **Average Hourly Rate** |
| American Ballroom Theatre | $152 |
| Arts Connection | $347 |
| Ballet Ambassadors | $168 |
| Battery Dance Company | $444 |
| Brooklyn Arts Council/BACA | $865 |
| Brooklyn Arts Exchange | $95 |
| Center for Arts Education | $88 |
| CUN Y/Creative Arts Team | $223 |
| Dance Theatre Etcetera | $174 |
| Dance Theatre of Harlem | $373 |
| Dancewave | $239 |
| Doing Art Together | $130 |
| Dream Yard Project | $74 |
| Early Stages | $269 |
| Education in Dance and the Related Arts | $163 |
| Education Through Music | $235 |
| Enact | $292 |
| Ghetto Film School | $71 |
| Joyce Theatre Foundation | $47 |
| Lehman College Art Gallery | $97 |
| Lincoln Center Theatre | $123 |
| Manhattan Class Company | $117 |
| Manhattan New Music Project | $175 |
| Manhattan Theatre Club | $185 |
| Metropolitan Opera Guild | $160 |
| New York City Center | $172 |
| New York Foundation for Architecture | $173 |
| Noel Pointer Foundation | $96 |

| | |
|---|---|
| Notes in Motion | $148 |
| Queens Museum of Art | $102 |
| Roundabout Theatre | $176 |
| Shadow Box Theatre | $1,076 |
| Spanish Dance Arts Company | $433 |
| Staten Island Children's Museum | $97 |
| Studio in a School | $140 |
| Symphony Space | $547 |
| TADA! Theatre and Dance Alliance | $184 |
| Theatre for a New Audience | $103 |
| TheatreMoves | $367 |
| Together in Dance | $528 |
| Urban Arts Partnership | $147 |
| Young Audiences New York | $393 |
| Young Dancers in Repertory | $188 |

The estimated annual contract amounts were derived from the average expenditures of previous contracts.

Comprehensive background investigations, including VENDEX, the Excluded Parties List, and the Uniform Commercial Code, were performed for all vendors and found no significant adverse information. The vendors have therefore all 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 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.

| TABLE B | | | |
|---|---|---|---|
| | **Vendor's Name and Address** | **Component(s)*** | **Estimated Annual/Total Amount** |
| 1 | **American Ballroom Theatre**<br>dba **Dancing Classrooms**<br>25 West 31st Street-4th Floor<br>New York, NY 10001 | 1-Dance<br>6-Parent Engagement | $1,300,000/<br>$6,500,000 |
| 2 | **Arts Connection**<br>520 8th Avenue, #321<br>New York, NY 10018 | 1-Dance<br>2-Music<br>6-Parent Engagement | $700,000/<br>$3,500,000 |
| 3 | **Ballet Ambassadors**<br>160 West 71st Street, #18A<br>New York, NY 10023 | 1-Dance | $30,000/<br>$150,000 |
| 4 | **Battery Dance Company**<br>380 Broadway, 5th Floor<br>New York, NY 10013 | 1-Dance | $30,000/<br>$150,000 |
| 5 | **Brooklyn Arts Council/BACA**<br>55 Washington Street, #218<br>Brooklyn, NY 11201 | 1-Dance<br>2-Music<br>3-Theater<br>6-Parent Engagement | $130,000/<br>$650,000 |
| 6 | **Brooklyn Arts Exchange**<br>421 5th Avenue, 3rd Floor<br>Brooklyn, NY 11215 | 1-Dance<br>3-Theater | $80,000/<br>$400,000 |
| 7 | **Center for Arts Education**<br>225 West 34th Street, #1112<br>New York, NY 10122 | 4-Visual Arts<br>6-Parent Engagement | $30,000/<br>$150,000 |
| 8 | **CUNY/Creative Arts Team**<br>101 West 31st Street, 6th Floor<br>New York, NY 10001 | 3-Theater | $30,000/<br>$150,000 |
| 9 | **Dance Theatre Etcetera**<br>480 Van Brunt Street, #203<br>Brooklyn, NY 11231 | 1-Dance<br>3-Theater<br>5-Moving Image | $100,000/<br>$500,000 |
| 10 | **Dance Theatre of Harlem**<br>466 West 152nd Street<br>New York, NY 10031 | 1-Dance | $30,000/<br>$150,000 |
| 11 | **Dancewave**<br>45 4th Avenue<br>Brooklyn, NY 11217 | 1-Dance<br>6-Parent Engagement | $30,000/<br>$150,000 |
| 12 | **Doing Art Together**<br>127 West 127th Street, #107<br>New York, NY 10027 | 4-Visual Arts<br>6-Parent Engagement | $120,000/<br>$600,000 |
| 13 | **Dream Yard Project**<br>1085 Washington Avenue, Ground Flr.<br>Bronx, NY 10456 | 1-Dance<br>2-Music<br>3-Theater<br>4-Visual Arts | $500,000/<br>$2,500,000 |
| 14 | **Early Stages**<br>410 West 42nd Street, #4E2<br>New York, NY 10036 | 2-Music<br>3-Theater<br>6-Parent Engagement | $60,000/<br>$300,000 |

| | | | |
|---|---|---|---|
| 15 | **Education in Dance and the Related Arts**<br>16 East 11th Street<br>New York, NY 10003 | 1-Dance<br>6-Parent Engagement | $80,000/<br>$400,000 |
| 16 | **Education Through Music**<br>122 East 42nd Street, #1501<br>New York, NY 10168 | 2-Music | $500,000/<br>$2,500,000 |
| 17 | **Enact**<br>630 9th Avenue, #301<br>New York, NY 10036 | 3-Theater<br>6-Parent Engagement | $300,000/<br>$1,500,000 |
| 18 | **Ghetto Film School**<br>79 Alexander Avenue, #41A<br>Bronx, NY 10454 | 5-Moving Image | $30,000/<br>$150,000 |
| 19 | **Joyce Theater Foundation**<br>175 8th Avenue<br>New York, NY 10011 | 1-Dance | $30,000/<br>$150,000 |
| 20 | **Lehman College Art Gallery**<br>250 Bedford Park Boulevard West<br>Bronx, NY 10468 | 4-Visual Arts | $40,000/<br>$200,000 |
| 21 | Vivian Beaumont Theatre<br>dba **Lincoln Center Theatre**<br>150 West 65th Street<br>New York, NY 10023 | 2-Music<br>3-Theater | $40,000/<br>$200,000 |
| 22 | **Manhattan Class Company**<br>311 West 43rd Street, #206<br>New York, NY 10036 | 3-Theatre | $30,000/<br>$150,000 |
| 23 | **Manhattan New Music Project**<br>243 West 30th Street, #500<br>New York, NY 10001 | 1-Dance<br>2-Music<br>3-Theater<br>4-Visual Arts<br>6-Parent Engagement | $650,000/<br>$3,250,000 |
| 24 | **Manhattan Theatre Club**<br>311 West 43rd Street, 8th Floor<br>New York, NY 10036 | 3-Theater | $50,000/<br>$250,000 |
| 25 | **Metropolitan Opera Guild**<br>70 Lincoln Plaza, 6th Floor<br>New York, NY 10023 | 2-Music | $100,000/<br>$500,000 |
| 26 | **New York City Center**<br>City Center 55th Street/<br>130 West 56th Street<br>New York, NY 10019 | 1-Dance<br>6-Parent Engagement | $75,000/<br>$375,000 |
| 27 | **New York Foundation for Architecture** dba **Center for Architecture Foundation**<br>536 LaGuardia Place<br>New York, NY 10012 | 4-Visual Arts<br>6-Parent Engagement | $120,000/<br>$600,000 |
| 28 | **Noel Pointer Foundation**<br>1368 Fulton Street<br>Brooklyn, NY 11216 | 2-Music<br>6-Parent Engagement | $200,000/<br>$1,000,000 |
| 29 | **Notes in Motion**<br>77 Bleecker Street<br>New York, NY 10012 | 1-Dance | $30,000/<br>$150,000 |

| | | | |
|---|---|---|---|
| 30 | **Queens Museum of Art**<br>New York City Building<br>Flushing Meadows, Corona Park<br>Queens, NY 11368 | 4-Visual Arts<br>6-Parent Engagement | $50,000/<br>$250,000 |
| 31 | **Roundabout Theatre**<br>231 West 39th Street, #1200<br>New York, NY 10018 | 3-Theater<br>6-Parent Engagement | $200,000/<br>$1,000,000 |
| 32 | **Shadow Box Theatre**<br>325 West End Avenue<br>New York, NY 10023 | 3-Theater<br>6-Parent Engagement | $30,000/<br>$150,000 |
| 33 | **Spanish Dance Arts Company**<br>4 West 43rd Street, #608<br>New York, NY 10036 | 1-Dance<br>6-Parent Engagement | $40,000/<br>$200,000 |
| 34 | **Staten Island Children's Museum**<br>1000 Richmond Terrace<br>Staten Island, NY 10301 | 4-Visual Arts<br>6-Parent Engagement | $75,000/<br>$375,000 |
| 35 | **Studio in a School**<br>410 West 59th Street<br>New York, NY 10019 | 4-Visual Arts | $1,000,000/<br>$5,000,000 |
| 36 | **Symphony Space**<br>2537 Broadway<br>New York, NY 10025 | 1-Dance<br>2-Music<br>3-Theater<br>4-Visual Arts | $60,000/<br>$300,000 |
| 37 | **TADA! Theatre and Dance Alliance**<br>15 West 28th Street, 2nd Floor<br>New York, NY 10001 | 2-Music<br>3-Theater | $100,000/<br>$500,000 |
| 38 | **Theatre for a New Audience**<br>154 Christopher Street, #3D<br>New York, NY 10014 | 3-Theater | $60,000/<br>$300,000 |
| 39 | **TheatreMoves**<br>275 East 7th Street, #4<br>New York, NY 10009 | 3-Theater<br>6-Parent Engagement | $100,000/<br>$500,000 |
| 40 | **Together in Dance**<br>34 Windsor Place<br>Brooklyn, NY 11215 | 1-Dance<br>2-Music<br>6-Parent Engagement | $100,000/<br>$500,000 |
| 41 | **Urban Arts Partnership**<br>21 Howard Street, 5th Floor<br>New York, NY 10013 | 2-Music<br>4-Visual Arts<br>6-Parent Engagement | $400,000/<br>$2,000,000 |
| 42 | **Young Audiences New York**<br>1 East 53rd Street<br>New York, NY 10022 | 1-Dance<br>2-Music<br>3-Theater<br>4-Visual Arts<br>6-Parent Engagement | $450,000/<br>$2,250,000 |
| 43 | **Young Dancers in Repertory**<br>6424 18th Avenue, 2nd Floor<br>Brooklyn, NY 11204 | 1-Dance | $30,000/<br>$150,000 |

***Component Services:**

1-Dance – ballet, modern dance, hip-hop, ballroom, African, Caribbean, dances of other countries and cultures, choreography.
2-Music – hip-hop, jazz, classical, instrumental, vocal, choral, composing.
3-Theater – playwriting, storytelling, performing, playmaking, auditions, assemblies.
4-Visual Arts – museum tours, paintings, murals, drawing, architecture, collages.
5-Moving Image, New Media – film making, videography, photography.
6-Parent Engagement – all of the above subjects in concert with direct student services.

**Item:** 11

**Description:**

Evaluation services to assess the effectiveness of a variety of educational programs. Services to be evaluated include instructional support, staff development, conflict resolution, and student services.

# REQUEST FOR AUTHORIZATION (RA #5) FOR SYSTEMWIDE EVALUATION SERVCES (MTAC R0694)

| Estimated Annual/Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $30,000 / $150,000 | Various, including Tax Levy & Reimbursable Funds | Five Years | None | Multiple Task Award Contract (MTAC) | No | Requirements |

| | |
|---|---|
| **Vendor Name & Address** | Teachers College<br>Columbia University<br>525 West 120th Street,<br>Russell Hall 501 (Box 8)<br>New York, NY 11201 |

| Service Requestor/Contract Manager | Division of Contracts and Purchasing Contact |
|---|---|
| Michelle Paladino<br>Deputy Director, Office of Research & Policy Support Group<br>Division of Assessment & Accountability | Joy Gentolia<br>Director<br>Instructional Service Procurement |

## PURPOSE

Authorization is requested to contract with Teachers College, Columbia University (TC) to provide systemwide program evaluation services.

## DISCUSSION

This is the fifth request for authorization proposed pursuant to a Multiple Task Award Contract Process for services to evaluate the effectiveness of a variety of educational programs. The services to be evaluated include instructional support, staff development, conflict resolution, direct student services, and other types of pedagogical services.

The evaluation committee was drawn from the Division of Assessment and Accountability and included a former teacher and two administrators with over 25 combined years of DOE experience. The committee scored proposals according to the following criteria: program plan (25 points), demonstrated effectiveness (25 points), organizational capacity (25 points), and price (25 points).

Twenty-five proposals were submitted in response to this solicitation, of which 16 were selected for award and included in the first four requests for authorization. This request is for one additional proposing vendor selected for award.

The costs of program evaluation services vary greatly and depend on the scale of the program being evaluated. The rate proposed for the highest-level TC evaluator is $90 per hour, below the average charged for similar expertise by previously awarded vendors. Pricing has thus been determined to be fair and reasonable.

TC's evaluation of systemwide programs includes both formative and summative assessments of project activities and goals. TC has experience evaluating a range of PreK-12 programs, including the

systemwide implementation of technology, efforts to increase the teachers' content knowledge, adoption of new curriculum and data-driven decision-making procedures, and design of after-school programs. TC integrates the collection of evaluation data from (1) participants' reactions, (2) participants' learning, (3) organization support and change, (4) participants' use of new knowledge and skills, and (5) student learning outcomes.

TC's estimated annual contract amount was based on an estimated minimum amount for an evaluation services requirements contract of $30,000.

Background checks of TC included the Excluded Parties List, the Uniform Commercial Code Lien Search (UCC), VENDEX Advice of Caution, and the Vendor Watch List. No adverse information was revealed. The vendor has therefore been determined to be responsible.

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

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 ensures 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:** 12

**Description:**

Professional development services for childhood educators.

# REQUEST FOR AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT SERVICES FOR EARLY CHILDHOOD EDUCATORS (RA #3)

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $150,000 / $450,000 | Various, including Tax Levy & Reimbursable | Three Years | None | Multiple Task Award Contract (MTAC) | No | Requirements |

| Vendor's Name & Address | Component Services | Estimated Annual Amount | Estimated Total Amount |
|---|---|---|---|
| **Houghton Mifflin Harcourt**<br>222 Berkeley Street, Boston, MA 02116 | A | $50,000 | $150,000 |
| **New York University Parent Corp**<br>665 Broadway, Suite 801, New York, NY 10012 | A & B | $50,000 | $150,000 |
| **Teachstone Training, LLC**<br>105 Monticello Ave., Ste. 101, Charlottesville, VA 22902 | A | $50,000 | $150,000 |

| Service Requestor | Division of Contracts and Purchasing Contact |
|---|---|
| Dominique West<br>Director of Operations<br>Office of Early Childhood Education (OECE) | Maxine Needle<br>Director, Universal Prekindergarten / Grants |

## PURPOSE

Authorization is requested to contract with the three vendors named above to provide professional development services for early childhood educators in either or both of two components:

- Component A – Professional development designed for teachers, social workers, early childhood coordinators, educational assistants, family assistants, peer coordinators, teacher leaders, and coaches.
- Component B – Professional development designed for principals, site administrators, borough administrators, and community-based organization directors.

Services will be provided on a requirements basis at the discretion of participating schools and offices. Fifteen awards were made on previous RAs pursuant to this solicitation.

## DISCUSSION

The objective of this procurement is to provide professional development to support comprehensive standards-based early childhood instruction from birth through grade 3 for teachers, social workers, early childhood instructional coordinators, educational assistants, family assistants, parent coordinators, teacher leaders, coaches, schools, site administrators, Community Based Organization (CBO) directors, and borough administrators. The selected vendors will collaborate with the Office of Early Childhood Education (OECE) to perform a needs assessment of the schools and CBOs, provide

professional development to enhance student instruction, and produce an evaluation of the effectiveness of their efforts.

An evaluation committee, consisting of two Senior Education Administrators and an Associate Education Analyst from the Office of Early Childhood Education (OECE), scored proposals based on the following criteria: program plan (25 points); organizational capacity (25 points); demonstrated effectiveness (25 points) and prices/charges (25 points). Successful vendors were required to achieve a minimum score of 80 points.

The committee recommended three proposals for award:

- Houghton Mifflin Harcourt's Leadership and Learning Center will plan, model, and monitor instructional strategies and educator use of data, assessment, and standards with a specific focus on early childhood math and balanced literacy. The goal is to present, model, and coach using strategies to build educators' capacity to meet students' needs. Workshops will prepare educators to implement effective teaching practices, extend the learning that is taking place within the classroom and help families learn how to support their child in school and at home. A six-hour workshop for 30 participants and one instructor costs $2900.

- The NYU Child Study Center ParentCorps program supports parents and early childhood educators to promote early learning and academic achievement. Workshops prepare early childhood educators and administrators to partner with parents to support early learning experiences for children at home and in the classroom. A one-hour workshop for one participant and one instructor costs $311. A three-hour workshop for up to 12 participants with two instructors costs $1,927-$2,239. A three-hour workshop for up to 24 participants with three instructors costs $2,860-$3,172.

- Teachstone offers professional development to support improved teacher-student interactions as defined by the Classroom Assessment Scoring System (CLASS) observational instrument. The CLASS system describes and measures the effectiveness of interactions between teachers and students, and offers professional development resources for improving these interactions. A 6-8 hour workshop for up to 15 participants and one instructor costs $ 3,350. A three day- eight hour workshop for up to 10 participants costs $8,050 plus $900 per participant for materials.

These rates are in line with previously awarded vendors working under the same MTAC and are therefore determined to be fair and reasonable.

VENDEX revealed the following information:

- The U.S. Dept. of Justice, on behalf of the U.S. Dept. of Education, investigated alleged false statements made by a Houghton Mifflin Harcourt employee in connection with two proposals from 2003-2005. An Advice of Caution was issued in 2008; a settlement agreement has been reached.
- New York University Parent Corporation was charged under the False Claims Act in 2007 with submitting claims for services that were not performed at a Veterans Administration Medical Center. This case is pending. The contract manager's office confirms that NYU has performed satisfactorily on previous contracts with the DOE.
- No significant adverse information on Teachstone Training, LLC was revealed.

These vendors have therefore been determined to be responsible

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

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 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:** 13

**Description:**

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

# REQUEST FOR AUTHORIZATION (RA #1) FOR STUDENT SUPPORT SERVICES (MTAC R0898)

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $9,180,000 / $45,900,000 | Various | Five Years | None | Multiple Task Award Contract (MTAC) | No | Requirements |

| Vendor Names & Addresses | See Table B. |
|---|---|

| Service Requestor | Division of Contracts and Purchasing Contact |
|---|---|
| Robert Weiner<br>Chief Operating Officer<br>Office of School & Youth Development | Joy Gentolia, Director<br>Instructional Services Procurement |

## PURPOSE

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

## DISCUSSION

There are currently 158 contracts for student support services that were awarded under a previous solicitation, 113 of which will expire on June 30, 2012. Collectively, these contracts have provided services to 742 schools and 70 central/field offices, including the Office of School and Youth Development, Community School Districts, Learning Support Organizations, Children First Networks, and Integrated Service Centers. A new solicitation was issued to offer these and new/additional vendors an opportunity to provide these services going forward.

Vendors proposed for one or more of the following components: 1) leadership development and civic engagement, 2) individual counseling, 3) group counseling, 4) mentoring, 5) recreation/sports, 6) college/post-secondary planning, 7) career awareness and the world of work, 8) conflict resolution/peer mediation, 9) violence prevention/student safety, 10) bullying prevention, 11) substance abuse and problem gambling prevention and intervention, 12) Internet safety, 13) school attendance improvement, 14) family support services, 15) tutoring/homework assistance, 16) study/test-taking skills, 17) academic skills enhancement, 18) thematic projects, and 19) family literacy. Services may take place inside or outside of school during the school day, after school, or on non-school days. Non-school days include weekends, summer break, and vacation breaks during the school year.

Proposals were distributed to an evaluation committee that includes former principals, assistant principals, teachers, guidance counselors, instructional specialists, operations analysts, grant managers and directors from OSYD. To ensure scoring consistency, a training session was conducted for all committee members in which they received an overview of the process and a scoring rubric. Proposals were scored based on the following criteria: program plan (35 points), organizational

capacity (20 points), pricing (25 points), and demonstrated effectiveness (20 points). Successful vendors were required to achieve a minimum score of 80 points.

To date, 73 proposals have been received and 46 vendors are recommended for award in this RA.

Table A shows the negotiated average hourly rates for all program offerings per vendor. A vendor can offer a single workshop for a component or offer an à la carte menu of services covering the 19 components listed above. The negotiated hourly rates ranged from $34-$382. Variances in the hourly rates resulted from participant capacity, the number of instructors, level of instructors/performers, and the number of components/programs offered.

| TABLE A | | |
|---|---|---|
| Awarded Vendor | | Average Hourly Rate |
| 1 | The Ghetto Film School | $ 71 |
| 2 | Higher School Publishing | $156 |
| 3 | Catapult Learning, LLC | $188 |
| 4 | Puppetry in Practice, Inc. | $170 |
| 5 | The New York Academy of Medicine | $256 |
| 6 | Teachers & Writers Collaborative | $142 |
| 7 | Young Women's Leadership Network | $145 |
| 8 | Tutors on Wheels | $ 50 |
| 9 | Ramapo for Children | $ 80 |
| 10 | Arts Horizon | $487 |
| 11 | Cypress Hills Development Corp | $163 |
| 12 | PCM Associates | $222 |
| 13 | Jewish Community Child Care of Staten Island | $170 |
| 14 | Innovative Educational Program | $115 |
| 15 | Sauti Yetu Center for African Women | $ 60 |
| 16 | I'm All Girl, Inc. | $150 |
| 17 | Francis School | $170 |
| 18 | Binet, Inc. | $289 |
| 19 | Perfect Score Tutoring | $ 69 |
| 20 | Share for Life Foundation, Inc. | $140 |
| 21 | Creative Connections | $203 |
| 22 | Academic Achievers/S&L | $ 89 |
| 23 | YMCA of Greater New York | $126 |
| 24 | Jewish Child Care Association | $ 44 |
| 25 | New York City Outward Bound | $382 |
| 26 | Henry Street Settlement | $134 |
| 27 | Green Chimneys Children Services | $180 |
| 28 | SCO Family Services | $ 86 |
| 29 | Read Excellence & Discovery Foundation | $130 |
| 30 | ENACT, Inc. | $243 |
| 31 | Urban Arts Partnership | $132 |
| 32 | Kaplan K-12 Learning Services | $144 |
| 33 | FEGS | $304 |
| 34 | Center for Court Innovation | $143 |

| | | |
|---|---|---|
| 35 | Wediko | $120 |
| 36 | CUNY/Creative Arts Team | $238 |
| 37 | United Activities | $214 |
| 38 | Education in Dance | $135 |
| 39 | St. Nicks Alliance | $ 93 |
| 40 | Staten Island Museum | $158 |
| 41 | National School Climate | $190 |
| 42 | New York Youth at Risk, Inc. | $293 |
| 43 | HAI | $334 |
| 44 | Reading Partners | $ 34 |
| 45 | Good Shepherd Services | $182 |
| 46 | Partnership with Children | $153 |

Hourly rates were analyzed and compared with those charged by similar providers under prior contracts and were determined to be fair and reasonable.

The estimated annual contract amounts were based on previous contracts' average expenditures.

Background checks included VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System. As required, comprehensive background checks were performed by DCP's Vendor Research & Price Analysis (VRPA) unit.

The following information was revealed for Kaplan and its parent companies (Kaplan Inc. and the Washington Post):

- In 2010, the U.S. EEOC investigated allegations of racial bias in Kaplan's hiring practices. Litigation is currently pending and in the discovery phase, but part of the complaint has already been dismissed.
- Kaplan disclosed several lawsuits alleging they collaborated with BARBRI (a provider of bar exam preparation services and materials) not to compete in each other's test prep markets. All of these disclosed suits are now settled. Kaplan and BARBRI will collectively pay settlements totalling $30 million. The exact amount of Kaplan's penalty is currently under judicial review.

Because the complaints against Kaplan have been dismissed and the company has complied with requests for information and has not received further requests for information to date, Kaplan has been determined to be responsible.

A background check for seven vendors (Perfect Score Tutoring, Creative Connections, YMCA, NYC Outward Bound, Good Shepherd Services, Cypress Hills, and Partnership with Children) is pending and any noteworthy findings will be reported. These vendors performed services satisfactorily for the past five years under previous contracts and therefore have been determined to be responsible.

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

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

As a part of the MTAC process, all service requests over $25,000 must go through a competitive process for procurement of services. Users will be required to create a scope of services and conduct a mini-solicitation process among the awarded vendors in their component areas. Vendors will be required to provide a statement of work and pricing based on their contracted services, which will be

evaluated and scored by the user. Upon completion of this mini-solicitation process, schools will be able to secure services via purchase order. This process is to ensure competition among the large number of vendors who have been awarded contracts as a result of this procurement. Future RAs for these services will be submitted in batches as new providers are presented for award of contracts.

| TABLE B | | | |
|---|---|---|---|
| | Vendor's Name & Address | Component | Estimated Annual /Total Amount |
| 1 | **The Ghetto Film School**<br>79 Alexander Ave, Bronx, NY 10454 | 17, 18 | $30,000/<br>$150,000 |
| 2 | **Higher School Publishing**<br>3125 Catrina Lane, Annapolis, MD 21403 | 15, 17 | $30,000/<br>$150,000 |
| 3 | **Catapult Learning, LLC**<br>2 Aquarium Dr, Camden, NJ 08103 | 15, 17 | $30,000/<br>$150,000 |
| 4 | **Puppetry in Practice, Inc.**<br>2900 Bedford Ave, Brooklyn, NY 11210 | 17, 18, 19 | $150,000/<br>$750,000 |
| 5 | **The New York Academy of Medicine**<br>1216 Fifth Ave, NY, NY 10029 | 7 | $30,000/<br>$150,000 |
| 6 | **Teachers & Writers Collaborative**<br>520 Eight Ave, NY, NY 10018 | 6, 15, 17, 18 | $180,000/<br>$900,000 |
| 7 | **Young Women's Leadership Network**<br>322 Eight Ave, NY, NY 10001 | 6 | $340,000/<br>$1,700,000 |
| 8 | **Tutors on Wheels**<br>68-60 Austin St, Forest Hills, NY 11375 | 15 | $30,000/<br>$150,000 |
| 9 | **Ramapo for Children**<br>48 W. 38th St, NY, NY 10018 | 1, 5, 8, 9 | $140,000/<br>$700,000 |
| 10 | **Arts Horizon**<br>1 Grand Ave, Englewood, NJ 07631 | 5, 10 | $30,000/<br>$150,000 |
| 11 | **Cypress Hills Development Corp**<br>625 Jamaica Ave, Brooklyn, NY 11208 | 6, 7 | $200,000/<br>$1,000,000 |
| 12 | **PCM Associates**<br>43 Carrs Tavern Rd, Clarksburg, NJ 08510 | 1, 8, 9, 14 | $40,000/<br>$200,000 |
| 13 | **Jewish Community Child Care of Staten Island**<br>1466 Manor Rd, Staten Island, NY 10314 | 15, 16, 19 | $30,000/<br>$150,000 |
| 14 | **Innovative Educational Program**<br>287 Childs Rd, Basking Ridge, NJ 07920 | 15 | $30,000/<br>$150,000 |
| 15 | **Sauti Yetu Center for African Women**<br>2417 Third Ave, Bronx NY 10451 | 1, 15 | $30,000/<br>$150,000 |
| 16 | **I'm All Girl, Inc.**<br>21708 Breezy Point Blvd, Rockaway Point, NY 11697 | 14 | $30,000/<br>$150,000 |

| | | | |
|---|---|---|---|
| 17 | **Francis School**<br>4240 Amboy Rd, Staten Island, NY 10308 | 15 | $1,000,000/<br>$5,000,000 |
| 18 | **Binet, Inc.**<br>1663 East 17th St, Brooklyn, NY 11229 | 2, 3, 15 | $30,000/<br>$150,000 |
| 19 | **Perfect Score Tutoring**<br>944 Kings Highway, Brooklyn, NY 11223 | 15 | $1,000,000/<br>$5,000,000 |
| 20 | **Share for Life Foundation, Inc.**<br>301 St. Nicholas Ave, NY, NY 10027 | 1, 7 | $30,000/<br>$150,000 |
| 21 | **Creative Connections**<br>676A Ninth Ave, NY, NY 10036 | 1, 6, 7, 14, 18 | $380,000/<br>$1,900,000 |
| 22 | **Academic Achievers/S&L Consultants**<br>904 East 8th St., Charlotte, NC 28204 | 7, 15, 16, 17 | $85,000/<br>$425,000 |
| 23 | **YMCA of Greater New York**<br>5 West 63rd Street, 6th Floor, NY, NY 10023 | 1, 6, 7, 17 | $600,000/<br>$3,000,000 |
| 24 | **Jewish Child Care Association**<br>120 Wall Street, 12th Floor, NY, NY 10005 | 3,6,7,13,14, 15 | $30,000/<br>$150,000 |
| 25 | **New York City Outward Bound**<br>29-46 Northern Blvd., Long Island City, NY 11101 | 1,5,14, 15 | $900,000/<br>$4,500,000 |
| 26 | **Henry Street Settlement**<br>265 Henry Street, NY, NY 10002 | 1,5,6,7,10,13,15 | $180,000/<br>$900,000 |
| 27 | **Green Chimneys Children Services**<br>400 Doansburg Road, Brewster, NY 10509 | 1,5,8,10,17 | $60,000/<br>$300,000 |
| 28 | **SCO Family Services**<br>1 Alexander Place, Glen Cove, NY 11542 | 2,3,6,14 | $85,000/<br>$425,000 |
| 29 | **Read Excellence & Discovery Foundation**<br>80 Maiden Lane, 11th Flr., NY, NY 10038 | 15,17 | $30,000/<br>$150,000 |
| 30 | **ENACT, Inc.**<br>630 Ninth Ave., Room 301, NY, NY 10036 | 1-3, 8-10, 13,14,18 | $160,000/<br>$800,000 |
| 31 | **Urban Arts Partnership**<br>21 Howard St. - 5th Flr, NY, NY 10013 | 1, 9, 10, 13, 14, 16,17, 18 | $1,000,000/<br>$5,000,000 |
| 32 | **Kaplan K-12 Learning Services**<br>395 Hudson St. - 4th Flr, NY, NY 10014 | 6, 16, 17 | $200,000/<br>$1,000,000 |
| 33 | **FEGS**<br>315 Hudson St, NY, NY 10013 | 2, 3, 6, 7, 13, 14 | $30,000/<br>$150,000 |
| 34 | **Center for Court Innovation**<br>520 8th Ave. - 18th Flr, NY, NY 10018 | 1, 8, 13 | $30,000/<br>$150,000 |
| 35 | **Wediko**<br>68 Bradhurst, NY, NY 10039 | 2, 3, 8, 9, 10, 14 | $30,000/<br>$150,000 |
| 36 | **CUNY/Creative Arts Team**<br>101 W. 31st St. - 6th Flr. NY, NY 10001 | 7, 8, 10 | $180,000/<br>$900,000 |
| 37 | **United Activities**<br>1000 Richmond Terrace, Bldg P | 17 | $30,000/<br>$150,000 |

| | | | |
|---|---|---|---|
| | Staten Island, NY 10301 | | |
| 38 | **Education in Dance**<br>16 East 11th St., NY, NY 10003 | 17 | $60,000/<br>$300,000 |
| 39 | **St. Nicks Alliance**<br>2 Kingsland Ave. - 1st Flr, Brooklyn, NY 11211 | 1,2,13 | $30,000/<br>$150,000 |
| 40 | **Staten Island Museum**<br>1000 Richmond Terrace, Staten Island, NY 10301 | 1, 8,9,10 | $40,000/<br>$200,000 |
| 41 | **National School Climate**<br>545 8th Ave, Suite 930, NY, NY 10018 | 1,2,3,5,8,9,10,12,14 | $40,000/<br>$200,000 |
| 42 | **New York Youth at Risk, Inc.**<br>23 West 36th St - 8th Flr, NY, NY 10018 | 1,4,14 | $30,000/<br>$150,000 |
| 43 | **HAI**<br>548 Broadway, 3rd Flr, NY, NY 10012 | 1,8,9,10,14,16,18 | $30,000/<br>$150,000 |
| 44 | **Reading Partners**<br>106 Linden St., Suite 202, Oakland, CA 94607 | 17 | $30,000/<br>$150,000 |
| 45 | **Good Shepherd Services**<br>305 Seventh Ave - 9th Flr, NY, NY 10001 | 1–10, 13-17, 19 | $970,000/<br>4,850,000 |
| 46 | **Partnership with Children, Inc.**<br>299 Broadway Suite 1300, NY, NY 10007 | 1, 2, 3, 7-14 | $530,000/<br>$2,650,000 |

**Item:** 14

**Description:**

Vehicles and personnel for the pick-up and delivery of mechanics materials and supplies (e.g. floor tile, doors, and radiators).

## REQUEST FOR AUTHORIZATION – B2162 TRUCKING SERVICES WITH DRIVERS AND LABOR

| Estimated Annual /Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $225,000/$900,000 Plus CPI increase in years 2-5 | Tax Levy | Four Years | None | DCAS Contract Per Section 3-11 of DOE Procurement Policy & Procedures | No | Requirements |

| Service Requestor/Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|
| Frank Borowiec<br>Director<br>Division of School Facilities (DSF) | Robin Greene<br>Procurement Analyst |

| Vendor Name & Address | NY Go Express Inc., d/b/a Go Express<br>36 Seabring Street<br>Brooklyn, New York 11231 |
|---|---|

### PURPOSE

Authorization is requested to utilize the Department of Citywide Administrative Services (DCAS) requirements contract with NY Go Express to provide vehicles and personnel for the pick-up and delivery of mechanics materials and supplies (e.g. floor tile, doors, radiators). DSF will use this contract beginning July, 2012 through February, 2016. The estimated annual amount is $225,000. The estimated contract value is based on historical usage.

### DISCUSSION

The Department of Education (DOE) issued a Request For Bids for the Transport of Goods and Equipment, however no award was made because the specifications were determined to be overly restrictive. In order to avoid a disruption of services, DSF seeks approval to use a similar DCAS contract. The scope of services offered in the contract meets all the needs for DSF.

The DCAS pricing includes the cost for all labor, materials and equipment to load, transport and deliver various items. NY Go Express has sufficient qualified personnel, equipment and vehicles to ensure service to the DOE as well as DCAS. Vendors providing direct services to schools are required to be fingerprinted. As such, NY Go Express has agreed to fingerprint their drivers and helpers at no cost to the DOE.

The contract was competitively bid by DCAS and eleven bids were received. DCAS awarded the contract based on the lowest responsive and responsible bidder. Based on market research and similar contracts held in the past, and based on the similarity of prices with pricing the Department received on the Department's own (albeit defective) bid, prices are determined to be fair and reasonable.

DCAS checked references on NY Go Express and determined them to be responsible. A check of Vendex revealed no significant adverse information.

**Item:** 15

**Description:**

Extension of City DCAS contract for vertex two-way radio communications equipment.

# REQUEST FOR AUTHORIZATION
# TO ACCESS THE EXTENSION OF NYC DCAS CONTRACT TO PURCHASE VERTEX TWO WAY RADIOS

| Annual/Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $900,000 Estimated Usage | Tax Levy | 05/06/12 - 05/06/13 | N/A | DCAS Competitive Bid | Yes | Extension of Requirement |

| | |
|---|---|
| **Vendor Name & Address** | PMC Associates<br>3 Crown Plaza #106<br>Hazlet, NJ 07730 |

| Service Requestor/Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|
| Robert Weiner<br>Chief Operating Officer<br>Office of School & Youth Development | Christopher Bennett<br>Procurement Analyst<br>Division of Contracts and Purchasing |

## PURPOSE

Authorization is requested to access the extension of the NYC Department of Citywide Administrative Services (DCAS) contract for the purchase of Vertex two-way radio communications equipment. The estimated amount of $900,000 for 12 months is based on past usage.

## DISCUSSION

The DOE has used DCAS contracts to purchase two way radios since 2007,allowing the Office of School and Youth Development (OSYD) to share in the savings achieved by combining the DOE's volume with that of other city agencies. This contract provides two-way radios for use by DOE personnel who must remain mobile in the performance of their job duties. The DOE is named in the DCAS bid document as a user of the contract.

The contract would have expired on May 6, 2012 but it was further extended by DCAS to May 6, 2013. It is not in the best interest of the DOE to bid these contracts separately, as the DOE benefits from the lower costs through aggregate purchases made possible by the DCAS contract.

DCAS procured this commodity through a competitive sealed bid and an award was made to the lowest bidder. A background check, including a review of federal debarment, VENDEX, and our own records, has determined the vendor to be responsible.

Pricing for this extension remains the same as the orginal contract. Given the competitive nature of the procurement, that the original prices were fair and reasonable and that the market prices have remained the same, these prices have been determined to be fair and reasonable.