Item: 1

Description:

Literacy professional development services.

REQUEST FOR AUTHORIZATION (RA#8) FOR LITERACY PROFESSIONAL DEVELOPMENT (MTAC R0996)

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$60,000 / $300,000	Tax Levy & Reimbursable Funds	Five Years	None	Multiple Task Award Contract (MTAC)	No	Requirements

Vendor's Name & Address	Component(s)	Estimated Annual / Total Amount
Manhattanville College 2900 Purchase Street Purchase, NY 10577	1	$30,000 / $150,000
Trustees of the University of Pennsylvania (Penn Literacy Network) 3451 Walnut Street, Room P-221 Philadelphia, PA 19104-6205	1	$30,000 / $150,000

Service Requestor / Contract Manager	Division of Contracts and Purchasing Contact
Jessica Kaplan Deputy Executive Director Office of Curriculum, Instruction & Professional Learning Division of Teaching and Learning	Joy Gentolia, Director Instructional Service Procurement

PURPOSE

Authorization is requested on behalf of the Division of Teaching and Learning to contract with the vendors listed above to provide systemwide literacy professional development services. These services will be provided at the discretion of participating schools, central offices operating on behalf of schools, or consortiums of schools.

DISCUSSION

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

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

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

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

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

Twenty vendors were recommended for contract awards under previous RAs and two are recommended here.

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

Manhattanville College offers literacy professional development through their Rose Institute for Learning and Literacy (developed in partnership with the Reading Reform Foundation) in the form of coursework and coaching for a cohort of reading specialists, coaches, and classroom teachers, K-2, in the Spalding approach to reading, spelling, writing, and comprehension. Spalding is an Orton-Gillingham-based systematic multisensory approach to literacy instruction for all students, including those with reading difficulties. Manhattanville's programs will enable participants to implement this specific methodology in their teaching classrooms and sites. Training consists of two methodology courses, the Writing Road to Reading Parts 1 and 2 (worth 3 graduate credits each) and one year-long practicum/coaching experience (worth 7 graduate credits). The yearlong practicum/coaching experience is divided into two graduate courses: Reading Reform Foundation of NY Practicum I (3 credits) and II (4 credits).

Pricing for Manhattanville College included a 26 percent discount off of their standard published tuition rates. The total cost per participant for the Advanced Certificate in Science of Reading is $8,643, or $665 per credit. (It should be noted that in the tuition rate does not include materials.) This compares favorably to the published rate of $11,635 or $895 per credit. Upon completion of the program, each participant will receive an Advanced Certificate in Science of Reading; Manhattanville College's proposal thus presents a service model that may be considered unique. Thus, while Manhattanville College's pricing is higher than the other vendors in this category, pricing has been determined to be fair and reasonable.

The Trustees of the University of Pennsylvania (UP) offers literacy PD via the Penn Literacy Network (PLN). PLN's two 34-week, on-site, grade-level program options (PreK to grade 4, and grades 5-12) provide credit-bearing coursework and coaching to educators aimed at improving literacy instruction and student outcomes across content areas. Participants investigate the PLN Frameworks of the Five Reading Writing Talking Processes, the Four Lenses of Learning, and the Common Core Learning Standards (CCLS). Areas of focus include foundational literacy, successful textbook reading, writing informational and persuasive papers, note making, response building, and research writing. Each program combines theory and research with the practical implementation of strategies and approaches. Participants try out activities in their classrooms and reflect on their implementation through journals, course discussions, and a final curriculum project. UP's hourly pricing was negotiated from $1,077 to $489 per hour for a 55 percent price improvement. Prices have been determined to be fair and reasonable based on a comparison of hourly and tuition rates for like services.

The estimated annual contract amount for both vendors is based on the minimum amount for new vendors for Literacy Professional Development requirements contracts of $30,000.

Background checks including VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the System for Award Management identified no significant adverse information. Both vendors have therefore been determined to be responsible to provide approved services.

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: 2

Description:

Math professional development services for teachers, leaders, coaches, administrators and support staff.

REQUEST FOR AUTHORIZATION (RA#8) FOR MATH-RELATED SERVICES AND PROFESSIONAL DEVELOPMENT (MTAC R1026)

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

Vendor's Name & Address	Component(s)
Kenneth Baum 328 Dean Street, 3D Brooklyn, NY 11217	2

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

PURPOSE

Authorization is requested on behalf of the Division of Teaching and Learning to contract with Kenneth Baum to provide systemwide mathematics-related professional development services. These services will be provided at the discretion of participating schools, central offices operating on behalf of schools, or consortiums of schools.

DISCUSSION

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

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

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

Vendors proposed for one or more of the following components: 1) Mathematics Professional Development and 2) Mathematics Consultants/Coaches.

Proposals were evaluated by a minimum of three evaluators. The evaluation committees included a principal, a teacher, senior instructional coaches, achievement coaches, and program directors. Proposals were scored based on program plan (25 points), organizational capacity (25 points), pricing

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

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

Kenneth Baum will provide research-based, on-site, job-embedded coaching that increases the capacity of school leaders for grades 6-12 to refine curriculum (including lessons, units, projects, and rubrics) and assessments to match the Common Core Mathematics Standards. Services are delivered via planning meetings, classroom observations, lesson modeling, co-teaching, and feedback sessions designed to develop math content knowledge and pedagogical skills of key math teachers and school–based math coaches to improve student achievement.

Kenneth Baum's average hourly pricing was negotiated from $250 per hour to $143 per hour for a 43 percent price improvement. Pricing was determined to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under this solicitation.

The estimated contract amount for Kenneth Baum is based on the minimum amount for new vendors for Mathematics Related Services and Professional Development requirements contracts of $30,000.

Background checks, including VENDEX, the Vendor CIP Report, the Uniform Commercial Code, the Federal Tax Lien, and the System for Award Management, found no significant adverse information. Kenneth Baum has therefore been determined to be responsible to provide approved services.

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: 3

Description:

Student Support Services RA#18

REQUEST FOR AUTHORIZATION (RA #18)
FOR STUDENT SUPPORT SERVICES (MTAC R0898)

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

Vendor's Name & Address	Component(s)
Play Study Win, Inc. 81 Pondfield Road, #274 Bronxville, NY 10788	5, 17, 18

Service Requestor	Division of Contracts and Purchasing Contact
Robert Weiner Chief Operating Officer Office of Safety & Youth Development	Bryan E Hester Procurement Analyst Instructional Services Procurement

PURPOSE

Authorization is requested on behalf of the Office of Safety and Youth Development (OSYD) to contract with Play Study Win, Inc. (PSW) to provide direct student support services and to 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

Student support services sought through this MTAC fall within 19 components as follows:

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
19) family literacy

These services may take place inside or outside of school during the school day, after school, or on non-school days.

Proposals were distributed to an evaluation committee that included 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.

One hundred seven (107) vendors were recommended for contract awards under previous RAs and one is recommended here.

A vendor can offer single workshops for a component or offer an à la carte menu of services covering the 19 components listed above.

Play Study Win, Inc. (PSW) provides K-12 students with an environment that promotes learning and teamwork through a wide range of standards-aligned, grade-and-age-appropriate, skill-based recreational and sports activities that include nutrition education and wellness. Activities focus on enhancing cooperation, taking responsibility for others, and developing sportsmanship, decision-making skills, self-confidence, and physical coordination. Activities promote and educate students on the importance of physical fitness and healthy living and demonstrate that physical exercise can be fun and safe. PSW also offers thematic projects and academic skill enhancement activities that incorporate arts and recreation to improve achievement across content areas, with particular emphasis on literacy, social studies, and STEM.

PSW's average hourly pricing was negotiated from $149 per hour to $140 per hour for a six percent price improvement. The pricing has been determined to be fair and reasonable based on a comparison with hourly rates for like services by other vendors contracted under this solicitation.

PSW's estimated contract amount is based on the minimum amount for new vendors with a Student Support Services requirements contract of $30,000.

Background checks, including VENDEX, the Vendor CIP Report, the Uniform Commercial Code, the Federal Tax Lien, and the System for Award Management, found no significant adverse information. Play Study Win, Inc. has therefore been determined to be responsible to provide approved services.

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: 4

Description:

Labor and materials needed to temporarily remove all the furniture and materials from schools to dispose of the damaged areas of the existing wood flooring.

REQUEST FOR AUTHORIZATION
FOR REPAIR, REPLACEMENT, AND REFINISHING OF WOOD FLOORS – B2720

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$1,048,424 / $5,242,120	Tax Levy	Five Years	270-Day Extension	$786,318	Request for Bids (RFB)	No	Requirements

Vendor Name & Address	Parsons Commercial LLC 665 Commercial Avenue Garden City, NY 11530

Contract Manager / Lead Contracting Officer	Division of Contracts & Purchasing Contact
Volkert Braren Director, Program Management Division of School Facilities	Marissa Procope Director

PURPOSE

Authorization is requested to contract with Parsons Commercial LLC to provide all labor, material, and supervision necessary to temporarily remove all the furniture, materials, and apparatus from the classrooms, offices, gymnasiums, dance classrooms, auditoriums, or other designated rooms, and cut out, remove, and legally dispose of the damaged portions of the existing wood floors. After the completion of repairs, finishing, and clean-up, the contractor will reinstall all removed furniture and apparatus to its original location.

DISCUSSION

This Request for Bids (RFB) was advertised for seven days in the City Record and on the DCP web site. The RFB consisted of the following six geographically defined aggregate classes: Class 1 – the Bronx, Class 2 – Queens, Classes 3 through 5 – Manhattan, and Class 6 – Brooklyn and Staten Island. Each class received eight bids.

Parsons Commercial, the low bidder on all six classes, is recommended for award. A qualification meeting with Parsons determined that this vendor satisfied the requirements of the RFB and has the organizational capacity to service the contract. A review of Parsons' financial statements revealed no risk associated with doing business with the company. VENDEX shows no cautions or liens for this vendor. This vendor has had no previous contracts with the DOE.

Reference checks done with the Nassau County Department of Public Works, the Herricks School District, and the Malverne Union Free School District indicate satisfactory performance by Parsons. A background check on Parsons identified no significant adverse information. As such, Parsons has been determined to be responsible.

Contract estimates are based on previous usage. Unit prices on this contract are approximately 40 percent lower than previous competitively awarded contracts, which were bid in 2012. On average, Parsons' prices are approximately 50 percent lower than those of the next lowest bidder. Based on the receipt of several bids and the competitive nature of the procurement, these prices have been determined to be fair and reasonable.

REPAIR, REPLACEMENT, AND REFINISHING OF WOOD FLOORS – B2720

AGGREGATE CLASS 1 – BRONX (Districts 7, 8, 9, 10, 11, 12)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$51,386**	**$256,930**
Volmar Construction	$107,286	
Pro Con Group	$135,819	
Biltmore General Contractors	$135,900	
Homeric Contracting	$137,259	
US Premier Builders	$257,896	
Reality Construction	$372,906	
Right Price General Construction	$25,324,052	

AGGREGATE CLASS 2 – QUEENS (Districts 24, 25, 26, 27, 28, 29, 30)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$140,482**	**$702,410**
Volmar Construction	$280,077	
Biltmore General Contractors	$353,124	
Pro Con Group	$370,819	
Homeric Contracting	$373,800	
US Premier Builders	$702,987	
Reality Construction	$1,015,840	
Right Price General Construction	$69,121,085	

AGGREGATE CLASS 3 – MANHATTAN (Districts 1, 3, 4)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$134,310**	**$671,550**
Volmar Construction	$252,289	
Pro Con Group	$354,524	
Biltmore General Contractors	$354,649	
Homeric Contracting	$358,370	
US Premier Builders	$672,641	
Reality Construction	$972,554	
Right Price General Construction	$66,069,032	

AGGREGATE CLASS 4 – MANHATTAN (District 2)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$231,299**	**$1,156,495**
Volmar Construction	$437,798	
Biltmore General Contractors	$610,806	
Pro Con Group	$610,822	
Homeric Contracting	$615,680	
US Premier Builders	$1,158,308	
Reality Construction	$1,673,806	
Right Price General Construction	$113,905,000	

AGGREGATE CLASS 5 – MANHATTAN (Districts 5, 6)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$411,819**	**$2,059,095**
Volmar Construction	$773,693	
Pro Con Group	$1,087,466	
Biltmore General Contractors	$1,087,928	
Homeric Contracting	$1,099,184	
US Premier Builders	$2,063,749	
Reality Construction	$2,983,968	
Right Price General Construction	$202,596,316	

AGGREGATE CLASS 6 – BROOKLYN / STATEN ISLAND (Districts 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 31, 32)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Parsons Commercial	**$79,128**	**$395,640**
Volmar Construction	$164,393	
Biltmore General Contractors	$192,500	
Pro Con Group	$208,892	
Homeric Contracting	$210,567	
US Premier Builders	$396,040	
Reality Construction	$572,288	
Right Price General Construction	$38,941,652	

Item: 5

Description:

Labor, equipment and supervision for the provision of qualified persons holding FDNY F-01 Certificate of Fitness for Fire Guard (Impairment) and/or the FDNY F-03 Certificate of Fitness for Public Assembly Safety Personnel

REQUEST FOR AUTHORIZATION
FOR FIRE GUARD SERVICES AND ASSEMBLY SAFETY PERSONNEL – B2667

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$605,866 / $3,029,330	Tax Levy	Five Years	270-Day Extension	$454,400	Request for Bids (RFB)	No	Requirements

Vendor Name & Address	Dreamland Security Services Inc. 369 East 149th Street, 3rd Floor Bronx, NY 10455

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
David Lewis Deputy Director, Program Management Division of School Facilities	Linda Green Chief Administrative Officer Division of School Facilities	Marissa Procope Director

PURPOSE

Authorization is requested to contract with Dreamland Security Services Inc. to supply all labor, material, and supervision necessary to provide qualified personnel in possession of the FDNY F-01 Certificate of Fitness for Fire Guard (Impairment) and/or the FDNY F-03 Certificate of Fitness Holders for Public Assembly Safety Personnel.

DISCUSSION

This contract covers two kinds of fire safety personnel: Fire Guards for Impairment, who serve during any condition in which a fire protection system cannot perform its function, and Place of Assembly Safety Personnel, who serve as needed during events that include large gatherings of people.

A Request for Bids (RFB) was advertised for seven days in the City Record and on the DCP web site. The RFB consisted of five geographically defined aggregate classes: Class 1 – Manhattan, Class 2 – the Bronx, Class 3 – North Brooklyn, Class 4 - South Brooklyn and Staten Island, and Class 5 – Queens. At least 14 bids were received for each class.

Blessed Rodah Security Services Inc., the low bidder for all five Classes, was determined to be non-responsive because they did not satisfy the qualification requiring a minimum of three years of experience with this work. No protest was received

Dreamland Security Services, a minority-owned business enterprise (MBE) and the second low bidder on all five classes, is recommended for award. DSF determined that Dreamland satisfied the bid requirements and has the organizational capacity to service the contract. A review of Dreamland's financial statements revealed no risk associated with doing business with this vendor. VENDEX shows no cautions or liens for this vendor. This vendor has not had prior contracts with the DOE.

Reference checks done with the Riverfront Library, the A. Holly Patterson Extended Care Facility, and Bay Ridge Security Services indicate satisfactory performance by Dreamland. A background check on Dreamland identified no significant adverse information. As such, Dreamland has been determined to be responsible.

Contract estimates are based on previous usage. Unit prices on this contract are approximately two percent higher than under the previous, competitively awarded contract, which was bid in 2013. Based on the competitive nature of this procurement, these prices have been determined to be fair and reasonable.

FIRE GUARD SERVICES AND ASSEMBLY SAFETY PERSONNEL – B2667

AGGREGATE CLASS 1 – MANHATTAN (DISTRICTS 1, 2, 3, 4, 5, 6)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Blessed Rodah Security Services (rejected)	$198,803	
Dreamland Security Services	**$232,591**	**$1,162,955**
KSA Protection Corporation	$235,165	
Denog Protective Security Services	$236,576	
Idea Security Services	$246,516	
J & O Security Services	$254,468	
Safeway Security Guard Services	$260,433	
Peak Security Plus	$260,433	
Obis Security Services	$264,409	
Jess Security & Investigation	$268,385	
Perry Onah Ent dba Sec-curity	$268,385	
Wisdom Protective Services	$268,626	
McKenzie Associates	$273,355	
Diamond Security Services	$278,325	
Epic Security Corp.	$284,289	
Globosa Security Service	$298,205	

AGGREGATE CLASS 2 – BRONX (DISTRICTS 7, 8, 9, 10, 11, 12)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Blessed Rodah Security Services (rejected)	$83,525	
Dreamland Security Services	**$97,810**	**$489,050**
KSA Protection Corporation	$99,219	
Denog Protective Security Services	$99,394	
Idea Security Services	$101,065	
J & O Security Services	$106,912	
Safeway Security Guard Services	$109,417	
Peak Security Plus	$109,417	
Wisdom Protective Services	$112,746	
Jess Security & Investigation	$112,758	
Perry Onah Ent dba Sec-curity	$112,758	
McKenzie Associates	$114,847	
Diamond Security Services	$116,935	
Epic Security Corp.	$119,440	
Globosa Security Service	$125,287	

AGGREGATE CLASS 3 – NORTH BROOKLYN (DISTRICTS 13, 14, 15, 16, 19, 23, 32)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Blessed Rodah Security Services (rejected)	$52,326	
Dreamland Security Services	**$61,283**	**$306,415**
KSA Protection Corporation	$62,158	
Denog Protective Security Services	$62,268	
Idea Security Services	$63,837	
J & O Security Services	$66,977	
Safeway Security Guard Services	$68,023	
Peak Security Plus	$68,547	
Obis Security Services	$69,593	
Jess Security & Investigation	$70,640	
Perry Onah Ent dba Sec-curity	$70,640	
Wisdom Protective Services	$70,640	
McKenzie Associates	$73,245	
Diamond Security Services	$73,256	
Epic Security Corp.	$74,826	
Globosa Security Service	$83,721	

AGGREGATE CLASS 4 – SOUTH BROOKLYN / STATEN ISLAND (DISTRICTS 17, 18, 20, 21, 22, 31)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Blessed Rodah Security Services (rejected)	$120,699	
Dreamland Security Services	**$141,260**	**$706,300**
KSA Protection Corporation	$143,378	
Denog Protective Security Services	$143,632	
Idea Security Services	$150,874	
J & O Security Services	$154,495	
Peak Security Plus	$158,116	
Jess Security & Investigation	$162,944	
Perry Onah Ent dba Sec-curity	$162,944	
Wisdom Protective Services	$163,475	
Diamond Security Services	$168,979	
Epic Security Corp.	$172,600	
McKenzie Associates	$181,038	
Globosa Security Service	$193,118	

AGGREGATE CLASS 5 – QUEENS (DISTRICTS 24, 25, 26, 27, 28, 29, 30)

Contractor Name	Annual Contract Value	Total Contract Value / 5 Years
Blessed Rodah Security Services (rejected)	$62,270	
Dreamland Security Services	**$72,922**	**$364,610**
KSA Protection Corporation	$73,971	
Denog Protective Security Services	$74,101	
Idea Security Services	$76,592	
J & O Security Services	$79,706	
Safeway Security Guard Services	$81,574	
Peak Security Plus	$81,574	
Jess Security & Investigation	$84,065	
Perry Onah Ent dba Sec-curity	$84,065	
Wisdom Protective Services	$84,093	
McKenzie Associates	$87,168	
Diamond Security Services	$87,178	
Epic Security Corp.	$89,046	
Globosa Security Service	$93,405	

Item: 6

Description:

Collaboration between Bard College and DOE Bard HS Early College (Manhattan & Queens) providing a College Preparatory HS program.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH BARD COLLEGE TO PROVIDE BARD HIGH SCHOOL EARLY COLLEGE PROGRAMS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$895,000	Tax Levy	One Year (7/01/15 - 6/30/16)	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Bard College 525 East Houston Street New York, NY 10002

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Michael Lerner, Ph.D. Principal Bard High School Early College	Marisol Bradbury Manhattan HS Superintendent Districts 1, 2	Kevin Humphrey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Bard College to provide a college preparatory program for 264 first-year students and 283 second-year students at Bard High School Early College campus locations in Manhattan and Queens.

DISCUSSION

Bard College (BC) joined the early college movement in 1979, when it merged with Simon's Rock, the nation's first private, residential early college. Since 2001, the leadership of BC has partnered with the DOE to operate two New York City campuses, one each in Manhattan and Queens, to provide innovative public-private early college partnerships for public secondary education students in New York City.

Bard High School Early College (BHSEC) equips a diverse group of students for college-level work through a rigorous 9th and 10th grade college preparatory program that transitions directly into two years of a liberal arts and sciences college curriculum, culminating in 60 transferable college credits and a tuition-free Associate in Arts degree from Bard College, awarded concurrently with a high school diploma.

BC, having developed and pioneered the high school early college model, is uniquely qualified to partner with the DOE to administer this program, and has a record of demonstrated success: 93 percent of BHSEC students earn associate's degrees, 96 percent of the BHSEC Manhattan and Queens 2015 graduates continued on to four-year institutions of higher education, and 97 percent of the 2005-2009 BHSEC Manhattan graduating classes completed bachelor's degrees within six years.

BC has provided these services free of charge for students at BHSEC's two campuses in the past. BC is requesting $795,000 in funding to cover a portion of its costs and a $50,000 per-school operator fee for a total amount of $895,000 for the one-year term of this contract. The requested funding will bring the funding for BHSEC campuses in line with support provided by the DOE to the City University of New York (CUNY) for its early college program.

The $895,000 cost to the DOE represents three percent of the value of Bard College's $27,868,922 'in-kind' contribution, represented below as a calculation based on Bard's current college tuition fees, as well as teacher and student services:

Annual In-Kind Contribution	Value
Bard College Credits $1,538/credit; 30 credits for 264 first-year students; 30 credits for 283 second-year students	$25,238,580
Bard HSEC Instructional Costs (in excess of New York City DOE Per Pupil Fair Student Funding)	$2,220,342
Bard College EC Network Team* Allocation for Two NYC Campuses (in excess of $100,000 operator fee)	$ 410,000
Total Annual In-Kind Contributions	**$27,868,922**

*The BCEC Network team supports the HBSECS and serves as a liaison to Bard College and to the NYCDOE.

This contract is retroactive because it is necessary to pay BC for services that began at the start of the 2015-2016 academic year.

Prices were analyzed by comparing the labor rates for Bard College employees with DOE rates for similar services and/or job titles and other higher education and K-12 operational, support, and instructional labor rates. On this basis, BC's pricing for this contract has been determined to be fair and reasonable.

A review of BC's background in the City's VENDEX files, the DOE's own procurement files, and federal debarment databases identified noteworthy information for Bard College by the United States Department of Labor's Occupational Safety & Health Administration (OSHA) database. On May 7, 2014, an OSHA inspection stemming from a complaint cited Bard for asbestos-related violations in which Bard was initially penalized $40,000, which was settled for $24,000. Bard also took corrective actions in order to address the violations. The OSHA database now shows this case is closed. In light of the resolution of this matter, the DOE does not believe it precludes a determination that the vendor is responsible.

The Committee on Contracts approved this negotiated service contract on February 12, 2016 on the basis of continuity and vendor being uniquely qualified.

Item: 7

Description:

Implement a plan to use data to inform student instruction for the Office of Renewal Schools.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MEASURE EXCELLENCE CONSULTING TO PROVIDE ON-SITE PROFESSIONAL DEVELOPMENT TO RENEWAL SCHOOLS

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$131,950	Tax Levy	Ten Months (9/01/15 – 6/30/16)	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Measure Excellence Consulting, LLC 126-12 115th Avenue So. Ozone Park, NY 11420

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

PURPOSE

Authorization is requested to contract with Measure Excellence Consulting, LLC (Measure Excellence) to implement the Data Wise Improvement model that uses data to inform instruction. Services are to be provided to all DOE Renewal Schools.

DISCUSSION

Measure Excellence is the only certified vendor and project team member of the Data Wise Improvement Process that originated out of Harvard University. Their train-the-trainer model will support on-going experiential training.

Measure Excellence will implement the Data Wise model for all Renewal Schools and Receivership Schools. Data Wise uses research-based protocols and a wide range of data sources from daily class work to annual standardized tests to observation of teaching practice in order to improve instruction and student outcomes. This model will support the turnaround of underperforming schools. These sessions are being provided to Directors of Renewal Schools, teachers, and Office of Renewal School (ORS) central team members.

After evaluating the Data Wise model in eight different schools, Scholars at the Harvard University Graduate School of Education have deemed it very successful for struggling schools. ORS selected the Measure Excellence on the basis of the vendor's extensive experience and unique expertise and qualifications.

This contract is retroactive because it was necessary to begin providing these services at individual Renewal Schools at the start of the 2015-2016 academic year making their procurement via an RFP impractical. The vendor intends to submit a proposal for an MTAC for these services. Any of the same or similar services rendered subsequent to the expiration of this Negotiation Services contract will be procured either through an RFP or by leveraging the competitive MTAC mini-bid process.

The total program cost is $131,950, of which $119,000 covers the salary and benefits of two consultants who administer and oversee this program. Other costs include program supplies ($6,650), operating cost ($3,950), and shipping of the program supplies ($350). Salaries and benefits constitute 90 percent of the budget and account for an hourly rate of $429 per consultant. Based on comparable services being provided via MTACs that range from $200 to $729 per hour, Measure Excellence's proposed rates have been determined to be fair and reasonable.

A review of the Measure Excellence's background in the City's VENDEX files, DCP's own procurement files, and federal debarment databases revealed no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

The Chancellor's Committee on Contracts (COC) approved contract negotiations for this work on January 15, 2016.

.

Item: 8

Description:

Negotiated Services for Universal Prekindergarten Services - WITHDRAWN

Item: 9

Description:

Office of School Wellness programs providing professional development for Physical Education Teachers.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH NYSAHPERD TO PROVIDE PROFESSIONAL DEVELOPMENT FOR PHYSICAL EDUCATION TEACHERS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$36,890	Tax Levy	One Year (7/01/15 - 6/30/16)	One 1-Year Renewal Option	$36,980	Negotiated Service	Yes	Full Value

Vendor Name & Address	New York State Association for Health, Physical Education, Recreation and Dance, Inc. (NYSAHPERD) 77 North Ann Street Little Falls, NY 13365

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Alicia Cheng Contract Manager Office of School Wellness	Debra Cohen Contract Manager Office of School Wellness	Kevin Humphrey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with New York State Association for Health, Physical Education, Recreation and Dance, Inc. (NYSAHPERD) to provide teachers with professional development and resources to implement developmentally appropriate, sequential, and standards-based physical education programs.

DISCUSSION

NYSAHPERD is the New York State branch of the Association for Health, Physical Education, Recreation and Dance, Inc. (AHPERD), a not-for-profit professional organization that supports health and physical educators by offering resources, professional development (PD), and annual statewide conferences that bring together health and physical educators.

The Office of School Wellness Programs (OSWP) partnered with NYSAHPERD over 10 years ago when it began supporting K-12 physical education teachers in implementing the *Physical Best* curriculum and *FITNESSGRAM* assessments. FITNESSGRAM is a health-related, criterion-based assessment, which seeks to minimize comparisons between children and, instead, supports them as they pursue personal fitness goals for lifelong health. Unlike many traditional fitness assessments, FITNESSGRAM measures participating students based on individual performance and personal improvement. *FITNESSGRAM* completion is also a compliance metric for principals and the New York City Department of Health and Mental Hygiene uses the data to monitor trends and inform larger public health efforts.

NYSAHPERD's *Physical Best* curriculum enables students to learn why physical activity is important, and how it benefits them now and for a lifetime. Emphasizing participation in a wide variety of enjoyable physical activities (traditional sports, non-traditional sports, and fitness activities), *Physical Best* promotes individual choice and making connections to real opportunities for remaining active for lifelong health and wellness.

NYSAHPERD is the only organization in New York State that offers all National Standards and Grade-Level Outcomes for Physical Education in-person workshops and is thus the only provider that meets the

requirements of the *Physical Education Works* initiative recently instated by the Chancellor and the Mayor.

As services began at the start of the 2015-2016 academic year, a procurement via a Request for Proposals (RFP) was impractical. A negotiated services agreement is necessary in order to process payment for services already in progress.

NYSAHPERD's proposed pricing for these services compares favorably to previously approved pricing for competitively procured, comparable services. On this basis, NYSAHPERD's pricing for this contract has been determined to be fair and reasonable.

A review of NYSAHPERD's background in the City's VENDEX files, the DOE's own procurement files, and federal debarment databases found no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

Item: 10

Description:

Professional development and resources to implement developmentally appropriate, sequential, standards-based physical education programs.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SHAPE TO PROVIDE PROFESSIONAL DEVELOPMENT FOR PHYSICAL EDUCATION TEACHERS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$61,750	Tax Levy	One Year (7/01/15 - 6/30/16)	One 1-Year Renewal Option	$61,750	Negotiated Service	Yes	Full Value

Vendor Name & Address	SHAPE America (Society of Health and Physical Educators) 1900 Association Drive Reston, VA 20191

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Alicia Cheng Contract Manager Office of School Wellness Programs	Debra Cohen Contract Manager Office of School Wellness Programs	Kevin Humphrey Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with SHAPE America (SHAPE) to provide physical education teachers with professional development and resources to implement developmentally appropriate, sequential, and standards-based physical education programs.

DISCUSSION

The Society of Health and Physical Educators (SHAPE) America is the national professional association that establishes learning standards for health and physical education professionals. SHAPE provides a menu of professional development delivered by nationally recognized experts in physical education.

Building on a successful pilot training in June 2015, the Office of School Wellness Programs (OSWP) proposes to contract with SHAPE for additional professional development for 450 physical education teachers during the current fiscal year. OSWP's review of DOE vendors with existing contracts that provide similar services found that SHAPE offers all National Standards and Grade-Level Outcomes for Physical Education in-person workshops and is thus the only known provider that meets the requirements of the Mayor's and Chancellor's recently instated *Physical Education Works* initiative.

As services began at the start of the 2015-2016 academic year, a procurement via a Request for Proposals (RFP) was impractical. A negotiated services agreement is necessary in order to process payment for services already in progress.

SHAPE's proposed pricing for these services compares favorably to previously approved pricing for competitively procured, comparable services. On this basis, SHAPE's pricing for this contract has been determined to be fair and reasonable.

Below is a cost breakdown of services:

Task	Price	No. of Sessions	Total Amount
Implementing the National Standards and Grade-Level Outcomes for Elementary Physical Education Workshop	$3,250	8	$26,000
Implementing the National Standards and Grade-Level Outcomes for Secondary Physical Education Workshop	$3,250	6	$19,500
Lesson Planning for the National Standards and Grade-Level Outcomes for Elementary Physical Education Workshop	$3,250	5	$16,250
		TOTAL	**$61,750**

A review of SHAPE's background in the City's VENDEX files, the DOE's own procurement files, and federal debarment databases found no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

Item: 11

Description:

Professional development to principals of 100 NYC schools as part of the Curricular Leaders in Writing Initiative.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH TEACHERS COLLEGE TO PROVIDE PROFESSIONAL DEVELOPMENT TO PRINCIPALS IN SUPPORT OF THE TEACHERS COLLEGE READING AND WRITING PROJECT

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$90,000	Tax Levy	Ten Months (9/01/15 – 6/30/16)	None	Negotiated Services	Yes	Full Value

Vendor Name & Address	Teachers College, Columbia University 525 West 120th Street, Box 77 New York, NY 10027

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Alicia Dorsey Deputy Executive Director, Budget, Operations & Implementation Curriculum, Instruction & Professional Learning	Anna Commitante Sr. Executive Director Curriculum, Instruction & Professional Learning	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Teachers College, Columbia University (Teachers College) to provide 100 DOE K-8 Principals with its Reading and Writing Project via principals conferences.

DISCUSSION

Through its Reading and Writing Project (TCRWP), Teachers College is collaborating with the DOE to provide three conferences each to 100 principals of K-8 schools. These conferences present an overview of methods and curriculum in writing, especially as they pertain to supporting schoolwide reform in writing instruction.

These conferences typically begin with a 45-minute keynote address by a TCRWP leader, which provides insight into the foundational principles and expectations of writing workshop implementation. The keynote address is followed by smaller study groups of approximately 20-25 participants each, led by TCRWP leaders and staff developers. These study groups provide school leaders with a fast-paced overview of the information their teachers have learned during their grade-level courses, in order to develop knowledge of workshop teaching for supervision purposes and to allow participants to ask questions and engage in conversations with their peers.

After the keynote address and the study groups, principals choose from a variety of 45-minute workshops whose sessions are more specific to particular aspects of workshop teaching, curriculum, or supervision. Two rounds of such workshops are offered during a principals' conference.

The Office of Curriculum, Instruction and Professional Learning (CIPL) selected TCRWP to provide these services on the basis of the vendor's extensive experience and unique expertise providing PD to New York City teachers and instructional leaders.

Services were scheduled to begin at the start of the 2015-2016 academic year so as to build on the aforementioned work. However, the contract used to pay for services prior to this year had expired; therefore, this contract is retroactive.

Services rendered subsequent to the expiration of this Negotiation Services contract will be covered by Teachers College or other vendors with the applicable MTAC.

Teachers College's proposed rate of $900 per participant is within the range of prices for comparable services under the Literacy Professional Development MTAC. On this basis, pricing has been determined to be fair and reasonable.

A review of Teachers College's background in the City's VENDEX files, DCP's own procurement files, and federal debarment databases found no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

Item: 12

Description:

Writing Curriculum Professional Development sessions to high school leaders and administration.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH TEACHERS COLLEGE TO PROVIDE PROFESSIONAL DEVELOPMENT IN SUPPORT OF THE HIGH SCHOOL WRITING CURRICULUM

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$60,250	Tax Levy	Ten Months (9/01/15 – 6/30/16)	None	Negotiated Services	Yes	Full Value

Vendor Name & Address	Teachers College, Columbia University 525 West 120th Street, Box 77 New York, NY 10027

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Alicia Dorsey Deputy Executive Director, Budget, Operations & Implementation Curriculum, Instruction & Professional Learning	Anna Commitante Sr. Executive Director Curriculum, Instruction & Professional Learning	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Teachers College, Columbia University (Teachers College) to provide professional learning support to over 250 teachers as the planning and implementation stage of the new High School Writing Curriculum.

DISCUSSION

In the spring of 2015, together with the Division of Teaching and Learning, TCRWP co-authored and supported the production of the DOE High School Writing Curriculum. A four-day professional development series was then created for the 2015-16 school year to support schools as they implement the new writing curriculum and tailor their practices to advance high school students' writing and literacy skills development.

The High School Writing Curriculum Series aims to provide staff development to teacher leaders and administrators in DOE high schools so that classroom teachers in each school are able to implement a Common-Core-aligned writing workshop curriculum across entire schools, ensuring consistency across individual grade levels and from grade to grade. This course will provide hands-on support in how to use the curriculum, how to design writing lessons across a unit of study, and how to offer writing lessons that improve student achievement. The Office of Curriculum, Instruction and Professional Learning selected the TCRWP on the basis of the vendor's extensive experience and unique expertise providing PD to New York City teachers and instructional leaders.

Services were scheduled to begin at the start of the 2015-2016 academic year so as to build on the aforementioned work. However, the contract used to pay for services prior to this year had expired; therefore, this contract is retroactive.

Services rendered subsequent to the expiration of this Negotiation Services contract will be covered by Teachers College or other vendors with the applicable MTAC.

Teachers College's proposed rate of $250 per participant is within the range of prices for comparable services under the Literacy Professional Development MTAC. On this basis, pricing has been determined to be fair and reasonable.

A review of Teachers College's background in the City's VENDEX files, DCP's own procurement files, and federal debarment databases found no significant adverse information. The vendor has therefore been determined to be responsible with respect to this contract.

Item: 13

Description:

Provide performance tasks and supporting materials for Teacher Annual Professional Performance Review.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SILICON VALLEY MATHEMATICS INITIATIVE (SVMI) TO PROVIDE PERFORMANCE TASKS AND SUPPORTING MATERIALS

Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$153,000	Tax Levy	Nine Months (10/01/15 - 6/30/16)	None	Negotiated Service	Yes	Full Value

Vendor Name & Address	Silicon Valley Mathematics Initiative 17485 Monterey Rd, Suite 205 Morgan Hill, CA 95037

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

PURPOSE

Authorization is requested to contract with Silicon Valley Mathematics Initiative (SVMI) to provide mathematics performance tasks and supporting materials to be used in the Annual Professional Performance Review (APPR) process, in compliance with New York State Education Law.

DISCUSSION

In April 2015, New York State passed Education Law §3012-d, mandating significant changes to the ways in which classroom teachers throughout New York State are evaluated and supported. Under the new law, the State continues to differentiate teacher effectiveness using four rating categories: Highly Effective, Effective, Developing, and Ineffective. In addition, however, the local Measures of Student Learning (MOSL) component of this law requires that the Department provide New York City schools with performance tasks and supporting materials.

The Office of Periodic Assessment (OPA) determined that SVMI has the necessary content area expertise to provide the additional services mandated by the change in State law. The requested negotiated services contract will allow these services to be provided until a new Multiple Task Award Contract (MTAC) solicitation offers a viable list of alternative contracts.

A contract is necessary for these services because the DOE does not have the capacity to develop these types of assessments in-house. This contract is retroactive because an arbitration decision announced by the New York State Education Department on June 15, 2015 included a directive requiring districts to renegotiate their APPR plans with local unions for implementation during the 2015-16 school year. Due to time constraints, DOE applied and was approved for a waiver allowing a one-year extension to continue to operate under the predecessor Education Law §3012-c.

An analysis of the costs of having this development work done by other large vendors currently under contract with the DOE or by smaller vendors that were previously considered for the same scope of work revealed that SVMI's prices were lower than those of any of these vendors. In addition, none of the currently contracted vendors were determined to have the capacity to provide the quality of service or level of content expertise required by the DOE. SVMI's prices have therefore been determined to be fair and reasonable.

A breakdown of the total contract amount by task is listed below. All amounts are based on SVMI's previous activities on the APPR project.

TASKS	TOTAL AMOUNT
Assessment Development	$30,000
Rubric Development	$35,000
Field Testing & Student Response Samples	$38,000
Student Response Annotations & Teacher Scoring Guidelines	$50,000
TOTAL	**$153,000**

A review of SVMI's background in various databases, including the New York City Transit and New York State Worker Compensation Board debarment lists, VENDEX, and VCIP, revealed no significant adverse information. SVMI's performance of these services under previous contracts has been satisfactory. This vendor has therefore been determined to be responsible.

The Committee on Contracts approved this contract on February 12, 2016 on the basis of time constraints.

Item: 14

Description:

Provision of Vision Screening Exams, and Correction for Community School Students

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

Estimated Contract Amount	Funding Source	Contract Term	Options	Total Options Amount	Procurement Method	Is Contract Retroactive ?	Contract Type
$594,990	Tax Levy	16 Months (2/01/16 – 6/30/17)	Two 1-Year Options	$132,220	Negotiated Service	No	Requirements

Vendor Name & Address	Estimated Contract Amount
Monique Bean, O.D. P.O. Box 3431 New York, NY 10163	$99,165
Daniel Creighton, O.D. 40 Bement Avenue Staten Island, NY 10310	$99,165
Owen J. Peters, O.D. DBA **SAJO Optometric Care, PLLC** 801 East 233rd St. Bronx, NY 10466	$99,165
Barry Scholnick, O.D. 70 Wenwood Drive East Meadow, NY 11554	$99,165
Kimberly Stacel, O.D. 481 Sunrise Hwy. Lynbrook, NY 11563	$99,165
Widad A. Valme , O.D. 1615 Cortelyou Road Brooklyn NY 11226	$99,165

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

PURPOSE

Authorization is requested to contract with the vendors listed above for the provision of on-site vision screening, on-site optometric exams and eyeglass distribution to students who are determined to be in need following the screening process. The vision screening program, which is operated in cooperation between the NYCDOE's Office of School Health and the Department of Health and Mental Hygiene, has been expanded to serve students in approximately 130 Community Schools as part of a wider scope Mayoral program for Community Schools aimed at achieving certain outcomes by the end of the 2016 - 2017 school year.

DISCUSSION

In July 2015, the Office of School Health (OSH) was awarded approximately $2 million to provide vision screening to all students and optometry exams and eyeglasses to all students who need them in the 130 NYC designated Community Schools. OSH proposes to operate a model similar to DOHMH, whereby vision screening services are provided by Department of Health and Mental Hygiene (DOHMH) employees, optometry services are provided by DOE contracted optometrists and eyeglasses will be donated through an agreement with an outside vendor to be determined. It is expected that approximately 60,000 Community School students will receive screening for the purpose of detecting students' inherent vision abnormalities. Subsequently, the program will provide remedial action through optometric exams and glasses to an estimated 15,000 students who fail the screen. The expectation is that eyeglasses will be provided to students by the end of the 2016 - 2017 school year.

Due to unforeseen delays in coalescing the necessary program staff within DOHMH, we are operating under a restrictive timeframe to meet the February 1, 2016 deadline for commencement of the program. The program anticipates contracting 6 Optometrists to satisfy demand in the field in early February, In order to complete the exams and deliver glasses to all eligible students within this school year, it is necessary to immediately expand optometry capacity beyond existing staff.

Vendors were selected on the basis that they are the only vendors known by the vision screening program office to have an existing operation and readiness to offer these specific services in school settings. Due to the time constraints associated with the program deliverables, it was not feasible to bid out the services to other vendors. Moreover, other vendors would have to develop an operation model for these services, whereas the selected vendors will be able to leverage their long-standing relationships with both DOHMH's vision program and NYC schools, which is key for implementing these activities timely, efficiently and optimally. It is expected that DOHMH will have the necessary staff in place and will deliver services for the vision screening program beyond the proposed contract period.

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

The estimated contract cost of $594,990 is based on the negotiated per-student cost of $20 for eye examination, $40 for labor costs and eyeglasses for a minimum of 10,000 Community School students over the contract period. Additionally, each vendor has agreed to deliver these services to an additional 5,000 students, on an as-needed basis, for the same per-student fee, with potentially 5,000 more students served. Thus, the estimated contract expenditures will not increase. Beyond the initial 10,000 students, the vision program will discretionally choose the vendor that would be in a better position to serve any particular site.

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

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

A formal Letter of Intent was received from Ageless Eye Care P.C. of Chicago in response to the negotiated services notice in the City Record. OSH determined that there was insufficient time to vet proposer's program in time to participle in the current program. Since the program is at capacity this year, OSH would reach out to the vendor after such time as they have assessed future needs for the

program. Additionally, OSH will invite the vendor to participate in a separate grant funded program through the Fund for Public Health of NYC.

Item: 15

Description:

Amendment for Head Start UPK Services.

REQUEST FOR AUTHORIZATION TO AMEND EXISTING HALF-DAY CONTRACTS FOR A COMBINED HALF-DAY/HEAD-START CONTRACT FOR UNIVERSAL PREKINDERGARTEN SERVICES IN HIGH-NEED SCHOOL DISTRICTS WITHIN NEW YORK STATE

Estimated Amendment Amounts	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$584,509.26	New York State Education Department (NYSED), Tax Levy	Remainder of the Contract	Options to Extend for Two 1-Year Periods or One 2-Year Period	$742,058.52	Contract Amendment per Section 4-08 of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	See attached table.

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Chief Executive Officer Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested to amend currently existing Half-Day Universal Prekindergarten (UPK) contracts with the vendors listed below to provide UPK funding for a combined Half-Day/Head Start contractual agreement. The overall term of the contract remains unchanged.

DISCUSSION

In May of 2015, the New York City Department of Education (NYCDOE), released a modified Request for Proposals (RFP) for the provision of Half-Day UPK services. However, in June of 2015, the NYCDOE announced a separate RFP for eligible high-quality early childhood providers who are current Direct Head Start federally-funded grantees to augment their programs with high-quality UPK instructional services. It was determined that where these two groups of awarded providers were operating within the same classroom, the NYCDOE would modify currently existing Half-Day UPK agreements to incorporate the provision of UPK Head Start services. Therefore, based upon the co-existence of both programs, this amendment seeks to provide UPK funding to ensure the program meets UPK expectations.

The providers in the chart below were recommended for Head Start awards pursuant to RFP R1101. However, since these vendors have existing Half-Day contracts, it is in the DOE's best interest to amend the subject vendors' Half-Day agreements to implement UPK Head Start services.

Vendor	Site District	Site ID	Geographic Borough	Site Zip Code	Awarded # of Seats	Negotiated Cost per Child	Negotiated Annual Contract Amount	Start-up costs for furniture and materials	Start-up costs for facilities/ permits
Northside Center for Child Development, Inc.	13	K8LL	K	11201	38	$ 1,390.77	$ 52,849.26	$ -	$ -
The Educational Alliance, Inc.	1	MAOZ	M	10009	20	$ 1,286.00	$ 25,720.00	$ -	$ -
The Educational Alliance, Inc.	2	MAUA	M	10002	80	$ 1,101.00	$ 88,080.00	$ -	$ -
The Educational Alliance, Inc.	1	MAUR	M	10009	20	$ 916.00	$ 18,320.00	$ -	$ -
Northside Center for Child Development, Inc.	4	MAWI	M	10029	20	$ 1,633.00	$ 32,660.00	$ -	$ -
Association to Benefit Children	5	MAWM	M	10035	40	$ 2,034.00	$ 81,360.00	$ -	$ -
The Educational Alliance, Inc.	1	MAZS	M	10002	20	$ 916.00	$ 18,320.00	$ -	$ -
Leake and Watts Services, Inc.	8	XARH	X	10473	40	$ 1,343.00	$ 53,720.00	$ -	$ -

Item: 16

Description:

Authorization to amend contracts to provide Pre-K for All certified lead teacher incentives.

REQUEST FOR AUTHORIZATION TO AMEND CONTRACTS TO PROVIDE PRE-K FOR ALL LEAD TEACHER INCENTIVE PROGRAM

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$64,951.95	Foundation Aid	One Year	None	Contract Amendment per Section 4-08 of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	See table below.

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Shanny Spraus-Reinhardt Executive Director, Field Operations Division of Early Childhood Education	Sophia Pappas Chief Executive Officer Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested on behalf of the Division of Early Childhood Education (DECE) to amend contracts to offer the Pre-K for All Lead Teacher Incentive Program for the 2015-2016 school year. The purpose of the Incentive Program is to attract and retain certified lead teachers in full-day (six hours and twenty minutes) Pre-K for All programs at New York City Early Education Centers (NYCEECs) and charter schools.

DISCUSSION

Mayor de Blasio's Universal Pre-Kindergarten plan envisions high-quality UPK services for all four-year-olds in New York City. A key component of this plan is to sustain high quality teachers to staff UPK programs.

The Pre-K for All Lead Teacher Incentive Program has two types of signing incentives:

- The Retention Incentive Program offers a $3,500 incentive for returning lead teachers who were employed as a lead teacher at the same full-day Pre-K for All program in the 2014-2015 school year. These lead teachers were certified or received certification by October 1, 2015.
- The New Hire Incentive Program offers a $2,500 incentive payment for newly hired lead teachers in Pre-K for All full-day classrooms at a Pre-K for All program. These are lead teachers who were not employed as a lead teacher in a Pre-K for All program at a NYCEEC during the 2014-2015 school year, and were certified or received certification by October 1, 2015.

For both programs, all teachers have met the following requirements to be eligible for the incentive payments:

- Employed as a lead teacher in a full-day Pre-K for All program for the 2015-2016 school year.

- Possessed by October 1, 2015:
    - a teaching license or certificate valid for service in the early childhood grades (Birth-Grade 2 or Nursery-Grade 6).
    - a teaching license or certificate for students with disabilities valid for service in early childhood grades.
- Completed a profile in Aspire
- Demonstrated continuous employment through March 4, 2016 as a lead teacher at the Pre-K for All program submitting the incentive application.
- Complied with all security clearances required by DOE and DOHMH throughout the school year.

DECE disseminated information about the Pre-K for All Lead Teacher Incentive Program through targeted and ongoing outreach to ensure awareness. The Pre-K for All Lead Teacher Incentive Program applications administration is as follows:

- *Phase 1: Distribution and submission of applications (July 2015 – October 2015)*
- *Phase 2: Verification of documents and eligibility (September 2015 – November 2015)*
- *Phase 3: Verification of eligibility and distribution of the funds (March 2016 – May 2016)*

DECE will distribute Teacher Incentive funds to programs so that programs can issue payments to teachers directly. Programs may not use incentive funds as a basis for deducting payment from the teacher's annual salary. The lead teacher's salary will reflect what was budgeted for in the 2015-2016 school year, as verified by DECE. Incentive payments will be distributed by the program to the teacher in the first payroll after receiving funds from DECE. If the status of the lead teacher at the Pre-K for All program changes and the teacher is no longer eligible for the incentive payment, the Pre-K for All program will notify DECE immediately.

The participating pre-K programs have opted-in to participate and have stated on a notarized document that the Incentive Program was made available to all eligible teachers at these programs. DECE certifies that all participating Pre-K programs are eligible to receive incentive funds and that the programs have been continually in operation and good standing as determined by DECE from the beginning of the school year through March 4, 2016.

There were over 400 participating contract providers who qualified for contract amendments. However, only two (2) of the participating contract providers are included in this RA as their amended amount exceeds the threshold for Panel approval.

SITE ID	VENDOR NAME	# OF ELIGIBLE NEW HIRE LEAD TEACHERS	LEAD TEACHER INCENTIVE RATE FOR ELIGIBLE NEW HIRE LEAD TEACHERS	# OF ELIGIBLE RETENTION LEAD TEACHERS	LEAD TEACHER INCENTIVE RATE FOR ELIGIBLE RETENTION LEAD TEACHERS	SITE'S FUNDING FOR ELIGIBLE LEAD TEACHERS	FRINGE RATE	TOTAL LEAD TEACHER INCENTIVE
KCNK	Learn and Explore, LLC	0	$2,500	7	$3,500	$24,500	14.66%	$28,091.70
MBBI	Birch Family Services, Inc.	2	$2,500	7	$3,500	$29,500	24.95%	$36,860.25

Item: 17

Description:

Amend UPK Head Start contracts to include Half-Day UPK Services - WITHDRAWN

Item: 18

Description:

Extension of the Westlaw contract to provide web-based comprehensive legal research.

REQUEST FOR AUTHORIZATION TO EXTEND A CONTRACT WITH WEST PUBLISHING CORPORATION (WESTLAW)

Estimated Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$79,310	Tax Levy	Ten Months (3/01/16 – 12/31/16)	None	Extension per Section 4-07 (b) of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	Thomson Reuters dba West Publishing Corporation (Westlaw) 610 Opperman Drive Eagan, MN 55123

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Gregory Noisette Operations Manager Office of Labor Relations	Richard Ross Director of Operations Office of General Counsel	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to extend the DOE's use of the Department of Citywide Administrative Services' (DCAS) contract for web-based comprehensive legal research with Thomson Reuters dba West Publishing Corporation (Westlaw) to December 31, 2016. DCAS has not confirmed whether another extension or a new multi-year requirements contract is imminent; therefore, another extension may be necessary after this extension term expires.

DISCUSSION

The DOE's Office of General Counsel (OGC) will use this contract as a cost-effective vehicle to perform legal research on behalf of various DOE offices. Westlaw is a web-based legal research platform that can be customized by practice area for various OGC end users and offers news aggregation, a greater variety of legal databases and tax information, and content such as summaries and analyses covering public sector labor law, tools for training and sharing internal knowledge, and tools for legislative journals, committee reports, and floor testimony. These features will allow OGC staff to operate more efficiently in the research process.

A Request for Bids was not conducted because the required specialized services are available through this City contract.

A background check of Westlaw, including a review of federal debarment, VENDEX, and DCP's own records, revealed no significant adverse information; moreover, Westlaw has provided satisfactory service under its City contracts. The vendor has therefore been determined to be responsible.

The monthly pricing for this extension represents an increase of three percent over that of the base contract for these services, which DCAS originally procured competitively in 2011. As this increase compares favorably with inflation and price indices over the same period, pricing for this contract extension has been determined to be fair and reasonable.

Item: 19

Description:

Provide instructional and reference materials to public and non-public schools

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MORNINGSIDE CENTER FOR TEACHING SOCIAL RESPONSIBILITY TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$41,300 / $289,100	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Morningside Center for Teaching Social Responsibility 475 Riverside Dr., Suite 550 New York, NY 10115

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

PURPOSE

Authorization is requested to contract with Morningside Center for Teaching Social Responsibility (Morningside) to provide teacher guides, textbooks, and ancillary materials to public and participating non-public schools.

DISCUSSION

Morningside's *The 4Rs (Reading, Writing, Respect & Resolution)* integrates social and emotional learning into language arts content, developing students' reading and writing skills as they learn critical life skills. This program is used for teaching students in grades PreK-8 the skills of building community, understanding and handling feelings, listening, assertiveness, problem-solving, dealing with diversity, and making a difference. Morningside's other program, *Restore 360*, creates a sense of community among students in grades 6-12, builds their social and emotional skills, and provides a positive alternative to punitive discipline policies that can lead to suspension.

As Morningside is the sole provider of these materials, a competitive procurement is impractical.

A background check conducted on Morningside using the New York State Division of Corporations website, the Federal Debarred List, and VENDEX revealed no significant adverse information. Accordingly, this vendor has been determined to be responsible.

The estimated contract amount is based on historical usage by schools. Morningside has offered the DOE the lowest prices available to any of its customers. Pricing has therefore been determined to be fair and reasonable.

Item: 20

Description:

Provide textbook and ancillary materials to public and non-public schools

REQUEST FOR AUTHORIZATION TO CONTRACT WITH TEACHER CREATED RESOURCES D/B/A BLUE STAR EDUCATION TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$34,400 / $240,800	Reimbursable, Tax Levy	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Teacher Created Resources d/b/a Blue Star Education 12621 Western Ave. Garden Grove, CA 92841

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

PURPOSE

Authorization is requested to contract with Teacher Created Resources d/b/a Blue Star Education (Blue Star) to provide novels, textbooks, and assessment materials to public and participating non-public schools.

DISCUSSION

Blue Star publishes kits that contain teachers' guides, literature notebooks, and reading comprehension books for students in grades K-8 in science, math, and language arts. Blue Star's programs include materials that focus on informational text comprehension, building social skills, and intervention strategies for struggling readers.

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

A background check conducted on Blue Star using the New York State Division of Corporations website, the federal Debarred List, and VENDEX revealed no significant adverse information. Accordingly, this vendor has been determined to be responsible.

The estimated contract amount is based on expenditures under the vendor's previous contract. Blue Star has offered the DOE the lowest prices available to any of its customers. Pricing has therefore been determined to be fair and reasonable.

Item: 21

Description:

Provide textbooks and ancillary materials to public and non-public schools.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH MUSEUM OF SCIENCE, BOSTON TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$816,300 / $2,448,900	Reimbursable, Tax Levy	Three Years	None	Listing Application	No	Requirements

Vendor Name & Address	Museum of Science, Boston 1 Science Park Boston, MA 02114

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

PURPOSE

Authorization is requested to contract with the Museum of Science, Boston (MSB) to provide kits that include teacher guides, storybooks, and ancillary materials to public and participating non-public schools.

DISCUSSION

MSB's *Engineering Is Elementary* program for students in grades 2-5 teaches students problem-solving, critical-thinking, and reasoning skills. The program helps students develop essential understandings about engineering and is designed to integrate with science. Students in grades 6-8 use MSB's *Engineering Is Everywhere* program to explore real-world problems, develop communication skills, and apply STEM knowledge. These two programs will be part of the DOE's Core Curriculum Implementation Unit's Summer in the City Curriculum.

As MSB is the sole provider of these materials, a competitive procurement is impractical.

The estimated contract amount is based on the Core Curriculum program office's estimated usage as required for the Summer in the City program.

MSB is offering the DOE the lowest prices available to any of its customers. Pricing has therefore been determined to be fair and reasonable.

A comprehensive background check was conducted and no significant adverse information was identified. Therefore the vendor has been determined to be responsible.

Item: 22

Description:

Assessment materials kits for behavior analysts

REQUEST FOR AUTHORIZATION TO CONTRACT WITH VB TEACHING TOOLS ASSESSMENT MATERIALS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$112,125 / $336,375	Reimbursable, Tax Levy	Three Years	None	Listing Application	No	Requirements

Vendor Name & Address	VB Teaching Tools 1415 S Voss Rd. Ste. 110-436 Houston, TX 77057

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

PURPOSE

Authorization is requested to contract with VB Teaching Tools (VBT) to provide manipulative assessment materials kits to public and participating non-public schools.

DISCUSSION

VBT produces a manipulatives kit that is used in the administration of the ABLLS-R assessment. ABLLS-R is a one-to-one oral inventory type of assessment used specifically for students with autism. Behavior Analysis, Inc. is the sole provider of the assessment, but VBT is the sole provider for the manipulative kits utilized during the assessment. The kits include dolls with clothing to test fine motor skills, emotion matching cards, objects for sorting, and other manipulatives aligned to the performance prompts in ABLLS.

As VBT is the sole provider of this manipulative kit a competitive procurement is impractical.

A background check conducted on VBT using the New York State Division of Corporations website and the Federal Debarred List revealed no significant adverse information. Accordingly, this vendor has been determined to be responsible.

The estimated contract amount is based on the historical usage amount by schools. VBT has offered the DOE the lowest prices available to any of its customers. Pricing has therefore been determined to be fair and reasonable.

Item: 23

Description:

Educational software for the schools.

REQUEST FOR AUTHORIZATION TO CONTRACT FOR THE PURCHASE OF FUEL EDUCATION SOFTWARE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$100,000 / $700,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Fuel Education 2300 Corporate Park Drive Herndon, VA 20171

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

PURPOSE

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

DISCUSSION

Fuel Education offers over 500 online PreK-12 grade courses and titles with instructional content; visual, audio, and interactive elements; and assessment components. The content of these courses may be provided via a blended learning model or fully virtual model. The courses include math, world languages, content geared for English language learners, section and unit quizzes, speaking assignments, and multimedia learning activities. They may be used to expand school offerings, to provide remediation, or as part of a larger curriculum. Fuel Education can also provide a teacher when needed to work with its software products.

Fuel Education is offering the DOE a discount of 22 percent off the software list price and has guaranteed that no customer will receive better pricing than the DOE; prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

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

Item: 24

Description:

Entire brand line of Pre-K - 12 Plaza Software

REQUEST FOR AUTHORIZATION TO PURCHASE PREK12 PLAZA EDUCATIONAL SOFTWARE

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$135,000 / $945,000	Tax Levy / Reimbursable	Seven Years	None	Listing Application	No	Requirements

Vendor Name & Address	Kids Fun Plaza Inc. 511 Moe Road Clifton Park, NY 12065

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
James McBride Chief Administrator Central Procurements Division of Contracts and Purchasing	Dan Aymar-Blair Senior Executive Division of Teaching and Learning	Domion Pontrelli Procurement Analyst

PURPOSE

Authorization is requested to contract with Kids Fun Plaza Inc. for the entire PreK12 Plaza educational software product line on a requirements basis.

DISCUSSION

PreK12 Plaza software helps students improve in math and English language arts (ELA) through Common-Core-aligned digital content, academic intervention support, and family engagement tools.

Kids Fun Plaza is offering the DOE a discount of 20 percent off the list price for all of its software and has guaranteed that no customer will receive better pricing than the DOE; prices have therefore been determined to be fair and reasonable.

The estimated contract amount is based on prior usage.

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

Item: 25

Description:

Purchase of a SnoClaw Flex-Trax Advanced Tracking system tire straps to test the efficacy of the product for school buses in the snow.

REQUEST FOR AUTHORIZATION TO PURCHASE TIRE STRAPS FROM PATENT DEVELOPMENT COMPANY, LLC AS A SOLE SOURCE GOODS PROCUREMENT

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
Previous Purchase: $24,348 Planned Purchase: $75,395 Total Expenditure; $99,743	Tax Levy	Six Months	None	Sole Source Goods	No	Full Value

Vendor Name & Address	Patent Development Company, LLC 2765 Michigan Avenue Rd. NE Cleveland, TN 37323

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Janice Zapinsky Contracts Management Unit Office of School Support Services	Lisa D'Amato Contracts Management Unit Office of School Support Services	Sande Pisik Procurement Analyst

PURPOSE

Authorization is requested on behalf of the Office of Pupil Transportation (OPT) to purchase SnoClaw Flex-Trax tire straps from Patent Development Company, LLC, in a pilot program to make the operation of school buses safer in snowy conditions. This purchase will be conducted via a sole source goods agreement with the manufacturer and sole distributor.

DISCUSSION

OPT is conducting a pilot study to test adaptive devices for tires on school buses providing service in Staten Island. These items are needed to address safety concerns related to buses getting stuck in the snow due to the borough's challenging terrain. If this pilot proves successful, OPT may proceed with issuing a formal procurement for the rest of the City. The DOE is seeking alternatives to snow chains, which have been historically used and can destroy pavement.

OPT's market research of snow chains and related products for use on school bus tires determined SnoClaw straps to be the only available item that fit school bus wheels (Type A and Type C), provide the required level of performance; and satisfy the need for quick temporary installation. DOE's bus service providers will be responsible for installing devices, making easy and quick installation a critical specification. Other brands required alterations, tools, or driving over socks or boots for installation, or they were for one-time use only.

OPT's market research found that SnoClaws:

- are installed and removed while the bus is stationary;
- require no alterations or tools for installation;
- are reusable and storable when not in use; and
- have list prices that are comparable to or less expensive than all other brands, including those whose features do not meet the DOE's specifications.

Although one other brand of straps is initially less expensive, a new set is required after each use.

Patent Development Company is the manufacturer and sole distributor of this product, making a Request for Bids impractical. The DOE plans to purchase up to 621 units at various prices, depending on the size of the strap, for an estimated total expenditure of $99,743. As manufacturing and delivery of an order of this size can take 4-6 weeks, OPT under its own authority ordered 177 units at a cost of $24,348, allowing OPT access to these straps during the current winter season.

The retail cost for each unit ranges from $162 to $295, depending on the size. Patent Development is providing a fixed 25 percent discount on each item and does not charge for shipping as long as delivery is made to a central location or locations in close proximity to each other. The vendor has provided in writing that no other school district or municipality pays a lower than the DOE. Prices have therefore been determined to be fair and reasonable.

A sole source procurement was publicly advertised in the City Record and on the DOE's website. The DOE received no response to this announcement.

A review of Patent Development's background, including VENDEX, VCIP, the Federal Debarment EPLS site, and the New York State Department of Labor, revealed no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 26

Description:

Half day universal pre-kindergarten services

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN (UPK) PROGRAM (RFP R1089)

Estimated Annual / Total Contract Amounts	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$51,781.60	New York State Education Department (NYSED), Tax Levy	One Year	Option to Extend for One 1-Year Period	$51,781.60	Request for Proposals (RFP) via an Innovative Procurement per Section 3-13 of DOE Procurement Policy & Procedures	Yes	Requirements

Vendor Name & Address	Bais Yaakov D Chassidei Gur 1975 51st Street Brooklyn, NY 11204

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Chief Executive Officer Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested to contract with the above referenced vendor to provide high-quality instructional programming as part of the Half-Day Universal Prekindergarten (UPK) program.

DISCUSSION

In 1997, the New York State Education Department (NYSED) established the Universal Prekindergarten program (UPK), which entitles eligible four-year-olds to receive 2 hours and 30 minutes of instructional programming for 180 days at no charge to families. New York State Education Law provides for a statewide Universal Prekindergarten Program and contracts for these services are necessary. State Regulations require that at least 10 percent of State funding goes to community-based organizations.

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 NYC public school system.

This solicitation was conducted as a modified Request for Proposals (RFP) and not as a Request for Bids (RFB) because these services are administered directly to children and must be evaluated on nine (9) criteria listed in the RFP.

The Committee on Contracts (COC) approved the use of an Innovative Procurement method to release this modified RFP and receive proposals through the City's Health and Human Services (HHS) Accelerator System. The COC approval allowed the DOE to modify the UPK RFP for pre-qualification and delegate the HHS Accelerator Director, a non-DOE employee, with required authority to make prequalification decisions on the DOE's behalf. The intended use of this system is to streamline the receipt and evaluation of proposals in order to expedite the development and registration of contracts pursuant to the RFP.

The HHS Accelerator is essentially a document vault system for data and document exchange during the contract cycle or on an as needed basis. It allows for a more simplified RFP document and significant paper reduction since vendors will be required to submit their proposal and relevant documents through the system. The DOE will have access to vendors' documents, thus reducing the need to request documents separately for each procurement or contract action. Further, use of the HHS Accelerator online system increases speed and accuracy for proposer responsiveness checks.

A modified RFP was released on May 1, 2015, seeking to award eligible early childhood providers who are willing to collaborate with the DOE's Division of Early Childhood Education to implement the UPK Program in New York City districts with a need for more half-day seats than the DOE is able to offer within the New York City public school system. The deadline for proposals was May 29, 2015.

The Division of Early Childhood Education (DECE) performed a needs analysis to determine areas to target for half-day seats citywide. DECE measured demand by comparing the fill rate for full day pre-K seats within a given zip code to the full day pre-K seat fill rate city-wide, with the assumption that zip codes that were comparatively under-enrolled for full day seats likely had a strong unmet demand for half day seats. Zip codes with a full day fill rate below the citywide rate were considered to have demand; applicants from all other zip codes had an opportunity to present evidence of demand. The RFP requested vendors to submit proposals for any areas within the five boroughs and 32 community school districts.

Contract awards based on this RFP will be contingent upon the need of the area, capacity, evidence of community responsiveness submitted by the provider and other evidence of community need for half-day UPK seats, performance of the provider and availability of funding.

Of the 63 proposals received in HHS Accelerator, 49 were evaluated after removing the duplicates and non-responsive proposals during the responsiveness checks. There is 1 vendor recommended for award of half-day programs at 1 site on this Request for Authorization. This vendor was presented to the November Panel; however, the Panel agenda inadvertently listed this site as withdrawn. Contracts for these services are necessary because the DOE does not possess the personnel to perform them.

The half-day program is a consistent weekly schedule for a program, including no less than two and one-half (2 ½) hours per day, five (5) days per week, between the hours of 8:00 am and 6:00 pm for 180 days of the school year including four (4) days scheduled for professional development per year. Any services provided on legal holidays must be approved by DECE and offered in compliance with DECE's Scheduling Policy.

Two competition pools were established for providers who were interested in offering half-day UPK services:

- A General competition pool was designated for all organizations who do not have 4410 pre-kindergarten classrooms pursuant to Section 4410 of New York State Education Law and were interested in providing half-day UPK starting in the 2015-2016 school year. This included current vendors who, at a particular site, wanted to offer new half-day seats at a site that did not currently have half-day UPK seats; offer full-day seats exclusively but wanted to add half-day seats at that site; or whose contract was due to expire at the end of the 2014-2015 school year.

- A 4410 Special Education Pre-K Provider competition pool was designated specifically for eligible 4410 special education providers who have New York State Education Department (NYSED) authorized 4410 classrooms at the site in which they were proposing half-day UPK seats. Eligible 4410 Special Education providers were those who currently offered special education pre-kindergarten programming authorized by NYSED.

DECE convened evaluation committees comprised of DECE field office UPK instructional and operational personnel to evaluate proposals under their guidance, as well as consultants with extensive experience in Early Childhood education. Proposals were scored using the following evaluation criteria:

RESPONSE CATEGORY	MAXIMUM POINTS
Organizational Experience and Effectiveness	11
Vision	5
Enrollment/Community Served	5
Instruction	17
Family Engagement	17
Program Management	10
Human Resource and Talent Management	15
Health and Safety	15
Facility	5

All vendors in areas where additional seats are needed who met the minimum qualifications, scored at or above the 55 points, proposed a viable site, and presented fair and reasonable prices are recommended for award. In areas where the capacity of vendors exceeded the estimated demand for services, awards were made based on vendor scores.

The vendor and the principal owners and officers were subject to a comprehensive background check and have been determined to be responsible.

Vendor	Site District	Site ID	Geographic Borough	Site Zip Code	Awarded # of Full-Day Seats	Negotiated Cost per Child for Full-Day Seats	Negotiated Annual Contract Amount for Full-Day Seats	Start-up costs for furniture and materials	Start-up costs for facilities/ permits
Bais Yaakov D Chassidei Gur	21	KABE	K	11204	13	$ 3,983.20	$ 51,781.60	$ -	$ -

Item: 27

Description:

Head Start Full Day Services for Universal Pre-Kindergarten - WITHDRAWN

Item: 28

Description:

Universal Prekindergarten programs in NYC Early Childhood Centers

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN (UPK) PROGRAM (RFP R1067)

Estimated Annual / Total Contract Amounts	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$349,107.12 / $1,067,321.36	New York State Education Department (NYSED), Tax Levy	Three Years	Options to Extend for Two 1-Year Periods or One 2-Year Period	$698,214.24	Request for Proposals (RFP) via an Innovative Procurement per Section 3-13 of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	New Covenant Christian Church, Inc. 1925 Grand Concourse Bronx, NY 10453

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Chief Executive Officer Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested to contract with the above referenced vendor to provide high-quality instructional programming as part of the Full-Day Universal Prekindergarten (UPK) program.

DISCUSSION

In 1997, the New York State Education Department (NYSED) established the Universal Prekindergarten program (UPK), which entitles eligible four-year-olds to receive 2 hours and 30 minutes of instructional programming for 180 days at no charge to families. In March 2014, the State legislature approved a $300 million grant to expand full-day pre-kindergarten access in New York City. The legislation allows for high-quality UPK programs to be awarded new full-day UPK seats or to convert existing half-day seats to full-day seats.

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 NYC public school system.

Additionally, New York State Education Law provides for a statewide Universal Prekindergarten Program and contracts for these services are necessary. State Regulations require that at least 10 percent of State funding goes to community-based organizations. Currently in New York City, approximately 60 percent of UPK children are served in community-based organizations that contract

directly with the DOE. This solicitation was conducted as a modified Request for Proposals (RFP) and not as a Request for Bids (RFB) because these services are administered directly to children and must be evaluated on nine (9) criteria listed in the RFP.

The Committee on Contracts (COC) approved the use of an Innovative Procurement method to release this modified RFP and receive proposals through the City's Health and Human Services (HHS) Accelerator System. The COC approval allowed the DOE to modify the UPK RFP for pre-qualification and delegate the HHS Accelerator Director, a non-DOE employee, with required authority to make prequalification decisions on the DOE's behalf. The intended use of this system is to streamline the receipt and evaluation of proposals in order to expedite the development and registration of contracts pursuant to the RFP.

The HHS Accelerator is essentially a document vault system for data and document exchange during the contract cycle or on an as needed basis. It allows for a more simplified RFP document and significant paper reduction since vendors will be required to submit their proposal and relevant documents through the system. The DOE will have access to vendors' documents, thus reducing the need to request documents separately for each procurement or contract action. Further, use of the HHS Accelerator online system increases speed and accuracy for proposer responsiveness checks.

A modified RFP was released in November 2014, seeking to award eligible early childhood providers who are willing to collaborate with the DOE's Division of Early Childhood Education to implement the UPK Program in New York City districts with a need for more seats than the DOE is able to offer within the New York City public school system. The deadline for proposals was December 19, 2014.

The Division of Early Childhood Education (DECE) performed a needs analysis to determine areas to target for full-day seats citywide. DECE measures this seat gap by evaluating the difference between the estimated number of Pre-K aged students in each district and zone, and the number of Pre-K seats available. The RFP requested vendors to submit proposals for any areas within the five boroughs and 32 community school districts.

Contract awards pursuant to this RFP are contingent upon the need of the area, capacity and performance of the provider and availability of funding. Additionally, demand was also factored into award decisions based on the most up-to-date demand data available at the time of award.

Of the 364 proposals received in HHS Accelerator, 355 were evaluated after removing the duplicates and non-responsive proposals during the responsiveness checks. There is 1 vendor recommended for award of full-day programs at 1 site on this Request for Authorization. Contracts for these services are necessary because the DOE does not possess the personnel to perform them.

The program provides at least 180 total days of Pre-K for All services (based on a 5 day week), or the required 216 calendar days (based on a 6 day week), including four (4) days scheduled for professional development per year. The program may be scheduled for a maximum of 6 days per week (Monday through Friday and either Saturday or Sunday), *provided* that if the program operates 6 days a week, then the program must satisfy the minimum weekly hours requirement (31 hours, 40 minutes in a typical week) and operate for a minimum of 216 calendar days each school year.

The UPK full-day expansion allows for limited start-up funds for programs beginning new full-day programs. Vendors requiring start-up funds were offered additional resources outside of their negotiated per child rate for the first year of their contract. These funds will support facilities improvements necessary for their required Department of Mental Health and Hygiene permit, other small upgrades, or for furniture and other materials for their new classrooms.

DECE convened evaluation committees comprised of DECE field office UPK instructional and operational personnel to evaluate proposals under their guidance, as well as consultants with extensive experience in Early Childhood education. Proposals were scored using the following evaluation criteria:

RESPONSE CATEGORY	MAXIMUM POINTS
Organizational Experience and Effectiveness	11
Vision	5
Enrollment/Community Served	5
Instruction	17
Family Engagement	17
Program Management	10
Human Resource and Talent Management	15
Health and Safety	15
Facility	5

All vendors in areas where additional seats are needed who met the minimum qualifications, scored at or above the 55 points, proposed a viable site, and presented fair and reasonable prices are recommended for award. In areas where the capacity of vendors exceeded the estimated demand for services, awards were made based on vendor scores.

The vendor and the principal owners and officers were subject to a comprehensive background check and the following noteworthy information was found for the prime vendor New Covenant Christian School (NCCS):

A show cause letter was sent to NCCS on May 29, 2015 regarding an investigation of NCCS by the Office of Special Investigation of the Administration for Children's Services (ACS) and multiple notices of Violation issued to NCCS by the New York City Department of Health and Mental Hygiene (DOHMH). NCCS provided documentation demonstrating that the ACS investigation was closed with all allegations determined to be unfounded and showing compliance with the matters concerning the DOHMH NOVs. However, subsequently, a Vendor Name Check (VNC) performed by the New York City Department of Investigation (DOI) revealed a connection between NCCS and a vendor that was misappropriating funds through New Covenant Faith and Miracle Arena (NCFMA), a bus company operated by New Covenant Church, and that unauthorized, unlicensed vehicles were used to transport students. A second show cause letter was sent to NCCS on July 16 regarding these matters, and after considering the response from NCCS, the DOE found NCCS to be a non-responsible vendor on August 24 based upon the failure to operate licensed, authorized vehicles. NCCS then filed a letter protesting the August 24 determination and initiated an Article 78 proceeding. The DOE reviewed DOI's files related to the investigation reported in the VNC and concluded that, while the review showed that DOI's files contain material reflecting the use of unlicensed minivans, additional supporting documentation would be necessary to fairly ascertain the accuracy of New Covenant's assertion that it used licensed buses. Accordingly, the DOE rescinded its non-responsibility finding of August 24 and the Article 78 proceeding was discontinued. As such the DOE does not believe the matters above preclude a determination that NCCS is a responsible vendor.

Vendor	Site District	Site ID	Geographic Borough	Site Zip Code	Awarded # of Full-Day Seats	Negotiated Cost per Child for Full-Day Seats	Negotiated Annual Contract Amount for Full-Day Seats	Start-up costs for furniture and materials	Start-up costs for facilities/ permits
New Covenant Christian Church, Inc.	9	XAFZ	X	10453	36	$ 9,697.42	$ 349,107.12	$ -	$ 20,000.00

Item: 29

Description:

Univesal Prekindergarten Services for Half Day Services - WITHDRAWN

Item: 30

Description:

Universal pre-kindergarten full day services

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN (UPK) PROGRAM (RFP R1102)

Estimated Annual / Total Contract Amounts	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$132,000.00 / $423,000.00	New York State Education Department (NYSED), Tax Levy	Three Years	Options to Extend for Two 1-Year Periods or One 2-Year Period	$264,000.00	Request for Proposals (RFP) via an Innovative Procurement per Section 3-13 of DOE Procurement Policy & Procedures	No	Requirements

Vendor Name & Address	Blue Sky Group Family Daycare I Corp. 1045 Wheeler Aveune Bronx, NY 10472

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Xanthe Jory Executive Director, Expansion Planning Division of Early Childhood Education	Sophia Pappas Chief Executive Officer Division of Early Childhood Education	Angela Edwards Chief Administrator Central Office Procurement

PURPOSE

Authorization is requested to contract with the above referenced vendor to provide high-quality instructional programming as part of the Full-Day Universal Prekindergarten (UPK) program.

DISCUSSION

In 1997, the New York State Education Department (NYSED) established the Universal Prekindergarten program (UPK), which entitles eligible four-year-olds to receive 2 hours and 30 minutes of instructional programming for 180 days at no charge to families. In March 2014, the State legislature approved a $300 million grant to expand full-day pre-kindergarten access in New York City. The legislation allows for high-quality UPK programs to be awarded new full-day UPK seats or to convert existing half-day seats to full-day seats.

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 NYC public school system.

Additionally, New York State Education Law provides for a statewide Universal Prekindergarten Program and contracts for these services are necessary. State Regulations require that at least 10 percent of State funding goes to community-based organizations. Currently in New York City, approximately 60 percent of UPK children are served in community-based organizations that contract

directly with the DOE. This solicitation was conducted as a modified Request for Proposals (RFP) and not as a Request for Bids (RFB) because these services are administered directly to children and must be evaluated on nine (9) criteria listed in the RFP.

The Committee on Contracts (COC) approved the use of an Innovative Procurement method to release this modified RFP and receive proposals through the City's Health and Human Services (HHS) Accelerator System. The COC approval allowed the DOE to modify the UPK RFP for pre-qualification and delegate the HHS Accelerator Director, a non-DOE employee, with required authority to make prequalification decisions on the DOE's behalf. The intended use of this system is to streamline the receipt and evaluation of proposals in order to expedite the development and registration of contracts pursuant to the RFP.

The HHS Accelerator is essentially a document vault system for data and document exchange during the contract cycle or on an as needed basis. It allows for a more simplified RFP document and significant paper reduction since vendors will be required to submit their proposal and relevant documents through the system. The DOE will have access to vendors' documents, thus reducing the need to request documents separately for each procurement or contract action. Further, use of the HHS Accelerator online system increases speed and accuracy for proposer responsiveness checks.

A modified RFP was released on June 18, 2015, seeking to award eligible early childhood providers who are willing to collaborate with the DOE's Division of Early Childhood Education to implement the UPK Program in New York City districts with a need for more seats than the DOE is able to offer within the New York City public school system. The deadline for proposals was July 2, 2015.

The Division of Early Childhood Education (DECE) performed a needs analysis to determine areas to target for full-day seats citywide. DECE measures this seat gap by evaluating the difference between the estimated number of Pre-K aged students in each district and zone, and the number of Pre-K seats available. The RFP requested vendors to submit proposals for any areas within the five boroughs and 32 community school districts.

Contract awards pursuant to this RFP are contingent upon the need of the area, capacity and performance of the provider and availability of funding. Additionally, demand was also factored into award decisions based on the most up-to-date demand data available at the time of award.

Of the 90 proposals received in HHS Accelerator, 58 were evaluated after removing the duplicates and non-responsive proposals during the responsiveness checks. There is 1 vendor recommended for award of full-day programs at 1 site on this Request for Authorization. Contracts for these services are necessary because the DOE does not possess the personnel to perform them.

The program provides at least 180 total days of Pre-K for All services (based on a 5 day week), or the required 216 calendar days (based on a 6 day week), including four (4) days scheduled for professional development per year. The program may be scheduled for a maximum of 6 days per week (Monday through Friday and either Saturday or Sunday), *provided* that if the program operates 6 days a week, then the program must satisfy the minimum weekly hours requirement (31 hours, 40 minutes in a typical week) and operate for a minimum of 216 calendar days each school year.

The UPK full-day expansion allows for limited start-up funds for programs beginning new full-day programs. Vendors requiring start-up funds were offered additional resources outside of their negotiated per child rate for the first year of their contract. These funds will support facilities improvements necessary for their required Department of Mental Health and Hygiene permit, other small upgrades, or for furniture and other materials for their new classrooms.

DECE convened evaluation committees comprised of DECE field office UPK instructional and operational personnel to evaluate proposals under their guidance, as well as consultants with extensive experience in Early Childhood education. Proposals were scored using the following evaluation criteria:

RESPONSE CATEGORY	MAXIMUM POINTS
Organizational Experience and Effectiveness	11
Vision	5
Enrollment/Community Served	5
Instruction	17
Family Engagement	17
Program Management	10
Human Resource and Talent Management	15
Health and Safety	15
Facility	5

All vendors in areas where additional seats are needed who met the minimum qualifications, scored at or above the 55 points, proposed a viable site, and presented fair and reasonable prices are recommended for award. In areas where the capacity of vendors exceeded the estimated demand for services, awards were made based on vendor scores.

The vendor and the principal owners and officers were subject to a comprehensive background check and the following noteworthy information was identified for prime vendor, Blue Sky Group Family Day Care I:

The New York City Department of Investigation has received information that, on June 16, 2015, the principal owners were served a warrant of eviction at a Blue Sky Group Family Daycare location in the Bronx separate from the proposed UPK site. According to a stipulation agreement signed on July 31, 2015, the principal owners were required to pay $3,300 by August 21, and then continue to make regular timely rent payments of $1,800. The DOE confirmed with the landlord of the building that the principal owners are current with rent and have fulfilled the stipulation.

In addition, the prime vendor and its affiliate, Blue Sky Family Day Care III Corp., are debarred until July 29, 2016 by the New York State Worker's Compensation Board (WCB). Such debarments relate only to Public Works contracts, and are therefore not applicable to contracts for universal pre-kindergarten services. Moreover, the DOE has confirmed that the vendor and its affiliate have current worker's compensation insurance and have settled all outstanding fines and penalties related to these debarments.

As the vendor has current worker's compensation insurance and has complied with the stipulation agreement with its landlord, the DOE does not believe these matters preclude a determination that the vendor is responsible.

Vendor	Site District	Site ID	Geographic Borough	Site Zip Code	Awarded # of Full-Day Seats	Negotiated Cost per Child for Full-Day Seats	Negotiated Annual Contract Amount for Full-Day Seats	Start-up costs for furniture and materials	Start-up costs for facilities/ permits
Blue Sky Group Family Daycare I Corp.	8	XAWJ	X	10472	12	$ 11,000.00	$ 132,000.00	$ 15,000.00	$ 12,000.00

Item: 31

Description:

City Council funded trauma related intervention services for public schools citywide.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH CHILD MIND INSTITUTE TO PROVIDE TRAUMA-RELATED INTERVENTION SERVICES

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$500,000	City Council	One Year (7/01/15 – 6/30/16)	None	City Council Allocation, Per Section 1-03(c) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Child Mind Institute 445 Park Avenue New York, NY 10022

Contract Manager & Lead Contracting Officer	Division of Contracts & Purchasing Contact
Bahram Fathi Director of Operations Office of School Health	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Child Mind Institute (CMI) to provide trauma-related intervention services in over 100 public schools throughout the City.

DISCUSSION

CMI provides workshops and training for students, school personnel, and their families as part of its Trauma Response Services program. Services are provided in the form of emotional support, training to manage multiple sources of trauma, behavioral intervention, free user-friendly educational materials, and consultation for difficult cases within a school or district. These services are conducted in small groups during the summer and fall sessions. The program's goals are to:

- Increase awareness of children's mental health issues, specifically risks related to traumatic events;
- Decrease stigma and other barriers to care;
- Reduce exposure to stressful/traumatic events;
- Facilitate early detection of problematic reactions to stressful/traumatic events; and
- Provide effective treatments to children and families in need.

This contract is retroactive due to a delay in the approval of the allocation by the Mayor's Office of Contract Services.

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

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

Item: 32

Description:

ExpandED School fka TASC awarded the Expanded Learning Time (ELT) Grant

REQUEST FOR AUTHORIZATION TO CONTRACT WITH EXPANDED SCHOOLS, INC. TO PROVIDE SERVICES TO EXPANDED LEARNING TIME SITES

Estimated Annual	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$667,964	New York State Education Department (NYSED)	One Year (7/01/15 – 6/30/16)	One 1-Year Option to Renew	$667,964	Vendor named in Grant per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	ExpandED Schools, Inc. (formerly known as the After School Corporation) 1440 Broadway, 16th Floor New York, NY 10018

Contract Manager & Lead Contracting Officer	Division of Contracts & Purchasing Contact
Morayo Oyemade Director, Contracts and Operations Division of Teaching & Learning	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to enter into an agreement with ExpandED Schools, Inc. (formerly known as the After School Corporation) to provide technical assistance with program planning and development as part of the New York State Expanded Learning Time (NYSELT) program.

DISCUSSION

The New York City Department of Education (DOE) intends to extend learning time for over 4,400 middle school students with three key elements required in an expanded school day: increased time for individualized literacy instruction; increased exposure to the arts; and increased time to enhance academic growth mindsets and prepare for high school choice. The DOE will partner with ExpandED Schools, an organization dedicated to expanding learning time, to improve student achievement and enable a well-rounded education.

ExpandED Schools will provide intensive and targeted technical assistance, coaching, and consultation on and off site to four of the schools in the NYSELT program. ExpandED Schools will also participate in Project Management that includes assisting the DOE in the preparation of all NYSED grant-related documents, including the submission of the proposal and reports, preparing and facilitating regular meetings with the DOE and ITS technical assistance partners (Generation Schools and the National Center on Time and Learning), and monitoring program compliance with NYSED grant requirements through site visits and narrative and fiscal report reviews.

A competitive sealed bid was not conducted for this procurement and a contract for these services is necessary because the Expanded Learning Time grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

A review of the vendor's background, including DCP's files and VENDEX, found no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 33

Description:

Extended school day services in support of the Extended School Day/School Violence Prevention Program Grant.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PATHWAY TO THE ARTS TO PROVIDE AN EXTENDED SCHOOL DAY / SCHOOL VIOLENCE PREVENTION PROGRAM

Annual / Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$37,500	New York State Education Department (NYSED)	One Year (7/01/15 – 6/30/16)	None	Vendor Named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Pathway to the Arts 1845 Seventh Ave., No. 5D New York, NY 10026

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Zach Ott Senior Operations Analyst Office of Community Schools	Toby Reyes Senior Program Manager Office of Community Schools	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Pathway to the Arts (Pathway) to provide extended school day services in support of the Extended School Day/School Violence Prevention Program Grant in District 9.

DISCUSSION

Pathway to the Arts provides students in grades 9-12 with instruction in the arts, focusing on visual arts, spoken word/poetry, and West African drumming. The program model blends standard curriculum with arts enrichment in order to develop creative thinking and problem solving. Pathway's programs encourage students to focus on creating rather than merely absorbing knowledge, and thereby feel excited about what they are learning. Services will be provided at the High School for Excellence.

This contract is retroactive because the State did not release grant funding until July 2015. Once funding was approved, additional time was required to review the revised work plan and budget.

A competitive sealed bid was not done for this procurement and because the Extended School Day/School Violence Prevention Grant named this vendor for the amount stated above. To have the services provided by DOE staff or another vendor would be contrary to the grant. Pricing for the contracted services was established by the grantor in the grant award and has therefore been determined to be fair and reasonable.

The contract manager's office has experience with the vendor providing these services and confirms that it has performed satisfactorily. A review of information regarding the vendor's background in the VENDEX system and in DOE's files found no significant adverse information. The vendor has therefore been determined to be responsible.

Item: 34

Description:

Professional development services to underperforming schools.

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

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Option Amounts	Procurement Method	Is Contract Retroactive?	Contract Type
$198,000	New York State Education Department (NYSED)	Ten Months (9/01/15 – 6/30/16)	Four 1-Year Options to Renew	Year 2: $262,000 Year 3: $238,000 Year 4: $ 62,000 Year 5: $ 62,000	Vendor Named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

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

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Phylesia Steele Fiscal Director Office of State/Federal Funded Programs & Operations	Madelyn Vida Chief Operations Officer Division of the Senior Deputy Chancellor	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Strategic Inquiry Consulting, LLC (Strategic) to provide professional development at several persistently underperforming high schools as part of New York City's High School Achievement Initiative (HSAI).

DISCUSSION

Strategic will collaborate with the DOE to implement a rigorous high school turnaround model in an effort to accelerate improvement across a selection of underperforming high schools. The program model, *Strategic Inquiry*, consists of a set of design principles (teams, targets, tasks, and training) for organizing and developing teacher teams within each school. Training will be centered around *Writing Is Thinking through Strategic Inquiry (WITSI)*, an expository writing program that targets students' deficiencies and improves reading comprehension. Teachers are instructed on identifying students' challenges and supporting students in need.

WITSI offers a series of three professional development sessions in the teaching of writing in one school or at a central location for up to 30 participants.

- Session 1 focuses on the teaching of sentence-level foundational skills;
- Session 2 focuses on paragraph skills; and
- Session 3 focuses on the essay.

Advanced topics include note-taking and research. All sessions are tailored to the specific needs of each site and materials are adapted for each offering.

The grant application to NYSED included proposed pricing for all five years of the program. Should funding be made available for the renewal terms, contract amendments would not be required, as all estimated annual expenses are being proposed in this RA for Panel approval. The agreement will also include language that makes it clear that all options to renew are contingent upon funding being made available from the NYSED School Improvement Grant award for that option year.

This contract is retroactive because funding for the program was not received by the program office until December 2015.

A review in the DOE's files and VENDEX regarding the vendor's background found no significant adverse information. The vendor has therefore been determined to be responsible.

A competitive sealed bid was not done for this procurement and a contract for these services is necessary because the NYSED School Improvement Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 35

Description:

Purelements - 21st Century Grant award for arts enrichment classes for schools in Districts 1,17 & 23.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH PURELEMENTS TO PROVIDE SERVICES TO STUDENTS UNDER THE 21ST CENTURY COMMUNITY LEARNING CENTER GRANT

Estimated Annual / Total Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$245,800	New York State Education Department (NYSED)	One Year (7/01/15 - 6/30/16)	None	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Purelements: An Evolution in Dance 1958 Fulton Street, Suite 409 Brooklyn, NY 11233

Contract Manager	Lead Contracting Officer	Division of Contracts & Purchasing Contact
Zach Ott Senior Operations Analyst Office of Community Schools	Toby Reyes Senior Program Manager Office of Community Schools	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Purelements: An Evolution in Dance (Purelements) to provide services under the 21st Century Community Learning Center Grant to 300 students in four schools located in District 1 in Manhattan and Districts 17 and 23 in Brooklyn.

DISCUSSION

Purelements is a creative arts organization that offers students activities that enrich their cultural experiences and build life skills such as critical thinking, problem solving, and understanding historical context. The arts programming component includes visual arts, theatre, chorus, and capoeira (a Brazilian martial art that combines dance, acrobatics, and music). Students participate in the recruitment process and choose from among the programs offered.

Purelements' after-school and regular-day school sessions are 45 minutes long. At the middle school level, one adult supervises up to 10 students; in high schools, the ratio is one adult for every 15 students.

This contract is retroactive because the vendor was late in submitting requested work plans and budget documents; in addition, these documents required multiple rounds of revisions.

A review of the vendor's background in DOE's files and VENDEX systems found no significant adverse information. The vendor has therefore been determined to be responsible.

A competitive sealed bid was not conducted for this procurement and a contract for these services is necessary because the 21st Century Community Learning Centers Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 36

Description:

Regional Adult Education Network grant with MWBE organizations to provide services that support Adult & Continuing Education.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH JACQUES EXCLUSIVE CATERERS

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$30,000	New York State Education Department (NYSED) Regional Adult Education Network	One Year (7/01/15 – 6/30/16)	One 1-Year Option	$30,000	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Jacques Exclusive Caterers 403 State Route 36 Hazlet, NJ 07730

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Lavern Nelson Director New York City Regional Adult Education Network	Joan Mosely Executive Director of Assessments & Operations Office of Adult & Continuing Education	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the Jacques Exclusive Caterers (Jacques Catering) to provide catering, delivery, set-up, and clean-up services to the New York City Regional Adult Education Network of the Office of Adult and Continuing Education.

DISCUSSION

The Regional Adult Education Network (RAEN) is a system set up by the New York State Education Department (NYSED) to provide staff development resources to adult education practitioners and thus improve NYSED-funded adult education and family literacy programs. RAEN provides technical assistance in coordination with the NYSED Office of Adult Education's Program and Policy Unit to help adult education programs meet statewide benchmarks on the National Reporting System's (NRS) core indicators. RAEN seeks to plan and deliver research-based professional development and training, and effective communication links to State- and federally-funded agencies providing adult literacy services below the post-secondary level.

Jacques Catering was listed in the Minority and Women-Owned Business Enterprises (MWBE) Utilization Plan, as required by Article 15-A of the New York State Executive Law. Upon submission to NYSED, the MWBE utilization plan was approved for Jacques Catering to cater and provide delivery services, set up refreshments for all-day Professional Development (PD) trainings, and clean up PD sessions for RAEN.

This contract is retroactive because the NYSED did not approve the MWBE utilization plan until December 2015.

A review of the vendor's background, including DCP's files and VENDEX, found no significant adverse information. The vendor has therefore been determined to be responsible.

A competitive sealed bid was not conducted for this procurement and a contract for these services is necessary because the Regional Adult Education Network Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 37

Description:

Regional Adult Education Network grant with MWBE organizations to provide services that support Adult and Continuing Education.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH SPLEX ONE CORPORATION TO PROVIDE VIDEO PRODUCTION SERVICES

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$116,091	New York State Education Department (NYSED) Regional Adult Education Network	One Year (7/01/15 – 6/30/16)	One 1-Year Option	$116,091	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Splex One Corporation 48-02 25th Avenue, Suite 401 Astoria, NY 11110

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Lavern Nelson Director New York City Regional Adult Education Network	Joan Mosely Executive Director of Assessments & Operations Office of Adult & Continuing Education	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with Splex One Corporation (Splex One) to provide video production services to the New York City Regional Adult Education Network of the Office of Adult and Continuing Education.

DISCUSSION

The Regional Adult Education Network (RAEN) is a system set up by the New York State Education Department (NYSED) to provide staff development resources to adult education practitioners and thus improve NYSED-funded adult education and family literacy programs. RAEN provides technical assistance in coordination with the NYSED Office of Adult Education's Program and Policy Unit to help adult education programs meet statewide benchmarks on the National Reporting System's (NRS) core indicators. RAEN seeks to plan and deliver research-based professional development and training, and effective communication links to State- and federally-funded agencies providing adult literacy services below the post-secondary level.

Splex One was listed in the Minority and Women-Owned Business Enterprises (MWBE) Utilization Plan, as required by Article 15-A of the New York State Executive Law. Upon submission to NYSED, the MWBE utilization plan was approved for Splex One to provide video production, graphic design, and other services to RAEN.

Services include recording RAEN weekly professional development sessions and teacher leader videos at adult learning center sites across the City. SPLEX One manages pre-production planning, recording, and post-production editing for all NYC RAEN videos using its own equipment. Completed Teacher Leader training videos are posted on the NYSED-run website www.teachingtocoreny.org. The scope of work also includes hosting, editing, and maintaining NYC RAEN website www.newyorkcityraen.org. Maintenance includes the weekly uploading of content, revising and editing the platform on an ongoing basis, and archiving past content as needed.

This contract is retroactive because the NYSED did not approve the MWBE utilization plan until December 2015.

A review of the vendor's background, including DCP's files and VENDEX, found no significant adverse information. The vendor has therefore been determined to be responsible.

A competitive sealed bid was not conducted for this procurement and a contract for these services is necessary because the Regional Adult Education Network Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 38

Description:

Regional Adult Education Network Grant with MWBE organizations to provided services that support Adult and Continuing Education.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH URBAN OFFICE PRODUCTS, INC.

Estimated Annual / Total Contract Amount	Funding Source	Contract Term	Options	Estimated Option Amount	Procurement Method	Is Contract Retroactive?	Contract Type
$37,033	New York State Education Department (NYSED) Regional Adult Education Network	One Year (7/01/15 – 6/30/16)	One 1-Year Option	$37,033	Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value

Vendor Name & Address	Urban Office Products, Inc. 251 West 39th Street New York, NY 0018

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Lavern Nelson Director New York City Regional Adult Education Network	Joan Mosely Executive Director of Assessments & Operations Office of Adult & Continuing Education	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to contract with the Urban Office Products, Inc. (Urban Office Products) to provide supplies to the New York City Regional Adult Education Network of the Office of Adult and Continuing Education.

DISCUSSION

The Regional Adult Education Network (RAEN) is a system set up by the New York State Education Department (NYSED) to provide staff development resources to adult education practitioners and thus improve NYSED-funded adult education and family literacy programs. RAEN provides technical assistance in coordination with the NYSED Office of Adult Education's Program and Policy Unit to help adult education programs meet statewide benchmarks on the National Reporting System's (NRS) core indicators. RAEN seeks to plan and deliver research-based professional development and training, and effective communication links to State- and federally-funded agencies providing adult literacy services below the post-secondary level.

Urban Office Products was listed in the Minority and Women-Owned Business Enterprises (MWBE) Utilization Plan, as required by Article 15-A of the New York State Executive Law. Upon submission to NYSED, the MWBE utilization plan was approved for Urban Office Products to provide office furniture, office supplies, paper products, and janitorial supplies to RAEN.

This contract is retroactive because the NYSED did not approve the MWBE utilization plan until December 2015.

A review of the vendor's background, including DCP's files and VENDEX, found no significant adverse information. The vendor has therefore been determined to be responsible.

A competitive sealed bid was not conducted for this procurement and a contract for these services is necessary because the Regional Adult Education Network Grant specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant. Pricing for the contracted services was established as part of the grant submission and award.

Item: 39

Description:

Utilizing the NYC Law Department contract for forensic investigations related to employee misconduct.

REQUEST FOR AUTHORIZATION TO USE A NEW YORK CITY CONTRACT TO PROVIDE STAFFING FOR FORENSIC INVESTIGATIONS

Estimated Annual Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$100,000	Tax Levy	One Year (5/01/15 – 4/30/16)	None	Purchase Through Government Contracts	Yes	Requirements

Vendor Name & Address	DTI of Washington, LLC (dba EED, a DTI Company) 234 Bank Street, 5th Floor New London, CT 06320

Contract Manager	Lead Contracting Officer	Division of Contracts and Purchasing Contact
Gregory Noisette Operations Manager Office of Labor Relations	Richard Ross Director of Operations Office of General Counsel	Denesia Stroom-Blair Procurement Analyst Central Office Procurement

PURPOSE

Authorization is requested to extend the DOE's use of a New York City Law Department (NYCLD) e-discovery contract to provide staffing for forensic investigations. The NYCLD originally contracted with DTI of Washington, LLC (dba EED, a DTI Company) (DTI) via a negotiated acquisition process for web-hosting central repositories and consultant/expert and data processing services in the field of litigation support. The NYCLD subsequently extended its contract with DTI for these services and the DOE seeks to extend the term of its use of this contract by one year.

DISCUSSION

The Office of Special Investigations (OSI) uses this service provider to complete forensic analyses and reports from electronically stored information (ESI) on employee misconduct cases. In order to maintain the integrity of these investigations, the ESI analyses must be completed by a forensic technical expert, who may be required to testify at administrative trials.

In-house personnel with the required certifications have historically conducted these forensic investigations. At present, neither the OSI nor the DOE's Division of Instructional and Information Technology (DIIT) employs an individual with the requisite certifications. OSI has experienced recruitment and retention challenges with employees who maintain forensic analysis certification. The use of this contracted service provider allows greater spending flexibility and cost containment while performing a limited number of mandated investigations each year.

This contract is retroactive because the NYCLD did not anticipate a need for the vendor's services past the April 30, 2015 expiration date of the previous contract. However, the NYCLD determined that it was necessary for DTI to provide these services immediately to avoid a backlog and to provide continuity of services, making a new procurement via a Request for Proposals (RFP) impractical.

The NYCLD intends to procure these services via an RFP and award multiple vendors; the resulting contracts will cover any of these services rendered after the expiration date of this contract extension.

The DOE did not procure these required specialized services competitively because they are available through this City contract per Section 3-11 of the DOE Procurement Policy and Procedures and it is not in the interest of the DOE to contract separately for these services, as the DOE benefits from the lower costs through aggregate purchases made possible by the NYCLD contract.

OSI chose to contract with DTI primarily due to the vendor's past satisfactory performance evaluations. For the NYCLD's negotiated acquisition, DTI's prices were compared to the prices normally paid for the same or similar services; the NYCLD determined that DTI's prices are within the range of prices normally paid by the NYCLD and are therefore fair and reasonable. On the basis of this finding, which pertained to an estimated NYCLD expenditure of $500,000, the DOE has determined that pricing for the $100,000 in estimated DOE expenditures is also fair and reasonable

A background check, including a review of federal debarment, VENDEX, and DCP's own records, revealed no significant adverse information; the vendor has therefore been determined to be responsible.

Technical Changes

Non-UPK

March 23, 2016 (this month), item 14: The original RA listed Owen J. Peters, O.D. as one of the proposed vendors. The correct legal name is Owen J. Peters O.D. DBA SAJO Optometric Care PLLC. Additionally, the original RA did not include the amount for the option years. The Total Options Amount is reflected as $132,220.

March 23, 2016 (this month), item 21: The vendor's name in the agenda is incorrectly stated as Museum of Science. The correct name, as indicated in the Request for Authorization (RA), is Museum of Science, Boston.

March 23, 2016 (this month), item 35: The vendor's address in the RA as originally posted was 158 Fulton Street, Suite 409, Brooklyn, NY 11233. The correct address is 1958 Fulton Street, Suite 409, Brooklyn, NY 11233. The RA has been corrected to reflect this change.

January 20, 2016, item 10: The RA incorrectly listed District 2 as one of many to receive funding. District 2 is not included in this action.

May 20, 2015, item 10: The agenda listed the vendor as Myron Rock. The vendor's legal name is Principal Solutions dba Myron B. Rock, as was indicated in the RA.