Panel for Educational Policy
Contract Agenda
November 16, 2010

Item: 1 **Description:** Project Manager for development of IT systems within OSSS.

Term: 7 months **Options:** None **Funding:** Tax Levy

Division: Office of School Food **Contract Type:** Full Value

Vendor Name	Annual Amount
Aithent, Inc	$161,936

Item: 2 **Description:** Extracurricular college readiness, after-school program development and SAT prep programs for students and teachers of the Urban Assembly Academy of Government and Law (AGL).

Term: 8 months **Options:** None **Funding:** Tax Levy

Division: Community School District 02 **Contract Type:** Full Value

Vendor Name	Annual Amount
Henry Street Settlement	$60,000

Item: 3 **Description:** Develop a strategy for skilled IT staffing and offer a strategic plan for integrating that contracted staffing with DIIT.

Term: 8 months **Options:** None **Funding:** Tax Levy

Division: Div. of Instructional & Information Te **Contract Type:** Full Value

Vendor Name	Annual Amount
EquaTerra	$497,288

Item: 4 **Description:** Professional development and support for comprehensive standards-based mathematics instruction for K-12 teachers, teacher leaders, coaches, school leaders/administrators and school support organization administrators.

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

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

Vendor Name	Estimated Annual Amount
Legacy Pathways	$25,000
Lehman College	$55,000
Marilyn Burns Education Associates - Withdrawn	$688,500

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

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

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

Vendor Name	Estimated Annual Amount
Cooke Center for Learning & Development	$160,000
Sandra K Darling, Inc. dba Learning Bridges	$61,000

Item: 6 **Description:** Professional development services to improve student knowledge through increased technological pedagogy and the use of multimedia and web-based learning tools in schools.

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

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

Vendor Name	Estimated Annual Amount
Tech4Learning, Inc.	$120,000

Item: 7 **Description:** Dropout prevention and intervention through the teaching of social-emotional and crucial life skills through creative drama and counseling.

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

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

Vendor Name	Annual Amount
ENACT, Inc.	$375,000

Item: 8 **Description:** Intervention services, including individual and group counseling, for students in elementary, middle and high schools who are at high risk of dropping out.

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

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

Vendor Name	Annual Amount
Good Shepherd Services	$250,000

Item: 9 **Description:** School-based dropout prevention program that works with staff in high schools interested in restructuring into clusters of small learning communities or new small schools.

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

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

Vendor Name	Annual Amount
Institute for Student Achievement	$250,000

Item: 10 **Description:** Career training for out-of-school young adults (ages 16-24) who do not have their GED, are not working or are underemployed.

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

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

Vendor Name	Annual Amount
The Way to Work	$150,000

Item: 11 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

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

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

Vendor Name	Estimated Annual Amount
AbleNet	$90,000
Attanasio & Associates	$100,000
Cambridge Educational Services	$90,000
Continental Press	$100,000
Davis Publications	$90,000
Estrellita	$90,000
Flocabulary	$90,000
Flying Start Books	$90,000
Gutenberg Book, Inc	$90,000
Kinder Publishing	$90,000
Mondo Publishing	$100,000
Rosen Publishing Group, Inc.	$100,000
Social Studies School Services	$90,000
Stern Math LLC	$90,000
Zaner Bloser	$100,000

Item: 12 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

Term: 7 years **Options:** None **Funding:** Various

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

Vendor Name	Estimated Annual Amount
Abrams and Company Publishers, Inc.	$50,000
Anti Defamation League	$75,000

Item: 13 **Description:** Magnet School Program that promotes diversity by supporting the development of innovative education methods and evaluation services in districts 20, 21 and 31.

Term: 2 years **Options:** None **Funding:** Federal

Division: Office of Portfolio Development **Contract Type:** Full Value

Vendor Name	Annual Amount
Brown University	$104,531

Item: 14 **Description:** Speech services for teachers of students with speech and language disabilities. (Correction to contract amount and contract term for this previously approved item.)

Term: 5 years **Options:** None **Funding:** Stated Funded

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

Vendor Name	Annual Amount
UFT – Educational Foundation, Inc.	$85,200

Item: 15 **Description:** Part time counselor for youth ages 16-21 and their families for substance abuse preventative treatment services.

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

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

Vendor Name	Annual Amount
YMCA of Greater New York	$49,348

Item: 1

Description:

Project Manager for development of IT systems within OSSS.

REQUEST FOR AUTHORIZATION

Negotiated Service with Aithent, Inc. for IT Consulting Services for the Office of School Food Services

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$161,936	Tax Levy	7 months	N/A	Negotiated Service	Yes	Full Value
Vendor Name & Address	Aithent, Inc. 75 Maiden Lane, Ste 237 New York, NY 10038					

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

STATEMENT OF PURPOSE

Approval is sought for retroactive payment for IT consulting services provided by Aithent, Inc. The Committee on Contracts approved a request to enter into an agreement for the term of March 1, 2010 through October 1, 2010 at a cost not to exceed $161,936.

DISCUSSION

The services consisted of strategic evaluation and documentation of the existing enterprise architecture of Office of School Support Services, particularly focusing on Office of School Food information technology applications. The consultant was to provide recommendations for realignment and restructuring of IT processes. During first phase of the project the consultant developed the scope of work, project schedule and resource plan. He identified the tools, techniques, methodologies and models needed for the project. During phase two, the consultant created templates to facilitate the upgrading of documentation for the application/data architecture evaluation. He identified the current state of information systems and was identifying and describing the business processes when his services were terminated. Continuation of work is the subject of a new bid.

This procurement was conducted as a mini-bid against the New York State Office of General Services Contract for IT Services. The mini-bid was released to 230 vendors from the pre-qualified contractors list on July 7, 2009 and 19 companies responded to the solicitation. A 3 member evaluation committee selected 3 candidates for interviews and it was determined that the individual proposed by Aithent was the most qualified respondent. However, Aithent's pricing was substantially higher than the other bidders, so the committee requested better pricing and Aithent was selected.

Both the scores and a polling of the committee revealed that Aithent was clearly preferred over the other offerings, but the procurement process did not conform with guidelines because other vendors were not asked to re-price before evaluations were completed. Accordingly, this transaction was referred to the Committee on Contracts, as a Negotiated Service and it was approved for a shortened term. The Committee was satisfied that the flawed process did not result in an altered outcome.

Prices are in the competitive range when compared to prices for IT consultants providing similar services. As such, prices are deemed to be fair and reasonable. All services provided were satisfactory.

Item: 2

Description:

Extracurricular college readiness, after-school program development and SAT prep programs for students and teachers of the Urban Assembly Academy of Government and Law (AGL).

REQUEST FOR AUTHORIZATION TO PROVIDE STUDENT SUPPORT, ACADEMIC ENRICHMENT AND PROFESSIONAL DEVELOPMENT SERVICES TO THE URBAN ASSEMBLY ACADEMY OF GOVERNMENT AND LAW

Henry Street Settlement

Contract Cost	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$60,000	Tax Levy	11/10/09-06/30/10	None	Negotiated Service	Yes	Fixed Price
Vendor Name & Address	Henry Street Settlement					

Service Requestor/Contract Manager:	**Division of Contracts and Purchasing Contact**
Paul Hoover, Assistant Principal	Andrea Black, Director
The Urban Assembly Academy of Government and Law	Division of Contracts & Purchasing

STATEMENT OF PURPOSE

Approval is sought to contract with Henry Street Settlement (Henry Street), a not-for-profit social services agency, to provide extracurricular college readiness program development, after-school program development and SAT prep programs to students and teachers of The Urban Assembly Academy of Government and Law (AGL).

DISCUSSION

Henry Street advised that it submitted an application for Multiple Task Award Contract (MTAC) 1C510 – Student Support Services - during the summer of 2009, expecting to receive a contract for the 2009-2010 school year. After waiting until November to start providing service, it was subsequently learned that the department had no record of receiving the MTAC application and Henry Street was forced to re-submit. This recently submitted MTAC application has been approved by the evaluation committee and was approved by the Panel for Educational Policy (PEP) on July 19, 2010.

Henry Street provides academic advisement, individual and small group tutoring, assistance in preparing for Regents exams, college workshops for parents, teachers and students, college tours and assistance with college scholarships and financial aid applications through individual counseling.

The Office of Vendor Research and Price Analysis (VRPA) compared Henry Street's workshop costs to other similar programs awarded through MTAC 1C510 – Student Support Services, MTAC R0328 - Professional Development for School Leaders and Teachers, and Expedited Competitive Solicitation (ECS) R0816 - SAT Preparation and College Readiness Online Module & Pilot. Their rates averaged less on a per workshop per participant basis than other contracted vendors providing comparable services. Therefore, its rates may be deemed fair and reasonable.

The client has committed to procuring theses services through a competitively awarded MTAC contract should services be needed beyond the term of this agreement.

Item: 3

Description:

Develop a strategy for skilled IT staffing and offer a strategic plan for integrating that contracted staffing with DIIT.

REQUEST FOR AUTHORIZATION

EquaTerra would provide expert advice on IT Sourcing and write an RFP for an IT sourcing vendor.

Contract Cost	Funding Source	Projected Start and End Date	Procurement Method	Is Contract Retroactive?	Contract Type
$497,288	Tax Levy	10/12/10 - 6/29/11	RFP	No	Fixed Price
Vendor Name & Address	EquaTerra Three Riverway, Suite 1290 Houston, TX 77056				

Service Requestor/Contract Manager	**Division of Contracts & Purchasing Contact**
Ted Brodheim, CIO Division of Instructional and Information Technology (DIIT)	James McBride, Chief Administrator of Contracts and Purchasing

STATEMENT OF PURPOSE

Approval is sought to contract with EquaTerra, Inc for assistance developing a strategy to solicit a vendor that would provide skilled IT staff and offer a strategic plan for integrating that vendor and associated staff with DIIT.

DISCUSSION

Currently, DOE contracts with over 100 vendors who supply more than 300 IT consultants. Most of these vendors are brought on through mini-bids against State or DOE master contracts while others are brought on by way of individual procurements. These procurements are time-consuming and resource-intensive. Moreover, the multiple contracts result in operations that cannot be fully coordinated. Accordingly, the Chief Information Officer (CIO) has recommended consolidating vendors into a single contract.

A Request for Proposals was issued in May 2010 with the goal of selecting a vendor to assist with the development of a strategy and transition plan for integrating both the sourcing vendor and associated staff into DIIT. The selected vendor would also provide technical assistance throughout the project, including development of an RFP for the sourcing vendor. A request for proposals (RFP) was done rather than a request for bids (RFB) because the requirements, some of which are a strong understanding of staffing and outsourcing, as well as experience in the education sector, were not characteristics that could easily be evaluated as part of a bid. This request for the contracting of these personal services is justified because this expertise does not exist within the DoE and given the short-term nature of the project, can best be met through a contract rather than hiring staff.

The selection committee consisted of three representatives from DIIT, including the Sr. Director of Administrative Operations, the Sr. Director of Strategy and Planning, and the Director of Quality Assurance. The evaluation criteria were program plan (30%), demonstrated effectiveness (20%), organizational capacity (20%), price (25%) and value added (5%).

Six proposals were received. Below is a table showing the initial pricing from these vendors:

NCS Technologies	$309,000
Brightfield Strategies, LLC	$348,000
KPMG LLP	$465,000
Alsbridge	$576,888
EquaTerra	$581,000
Shaynet LLC	$882,000

After reviewing all proposals, the evaluation committee felt that Alsbridge and EquaTerra most directly addressed the requirements put forth in the solicitation. Unlike the lower priced companies, the sole business of both is directly related to the purposes of this procurement. While other vendors also had experience providing advisory services, only Alsbridge and EquaTerra presented evidence of experience with IT sourcing. Moreover, the individuals proposed for the project were already on staff, had résumés that indicated extensive public sector experience, and would be devoted solely to the DOE project. Alsbridge and EquaTerra also provided examples of existing templates and were able to outline complete methodologies for completing the work. Consequently the evaluation committee felt that the two vendors had provided superior proposals, albeit at higher prices. Both were asked to make oral presentations.

Ultimately, EquaTerra stood out as the only vendor with a team of experienced public-sector procurement individuals who would be working on the project. Moreover, negotiations revealed that the Alsbridge prices covered only a portion of the work while EquaTerra's pricing was all-inclusive. EquaTerra has specific experience with large urban school districts such as Detroit and Los Angeles, and has done similar work for other clients, including the State of Pennsylvania. Accordingly, the committee selected EquaTerra.

Having reviewed the Federal Debarment list and VENDEX we found no cautions or negative information and consequently have determined the vendor to be responsible.

We have compared EquaTerra's negotiated rates to pricing for similar services. Because their hourly rates fall within or below the range of rates for similar services procured by DOE, both independently and through the State IT contracts, we have determined the pricing to be fair and reasonable.

Item: 4

Description:

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

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

Estimated Annual/Total Contract(s) Cost	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$80,000/ $400,000	Various including Tax levy & Reimbursable funds	5 years	Multiple Task Award Contract	Yes	Requirements
Vendor Name & Address	**See Table Below for Awardees and Contract Data (Appendix A)**				

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

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

Statement of Purpose

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

Discussion

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

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

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

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

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

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

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

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

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

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

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

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

Item: 5

Description:

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

REQUEST FOR AUTHORIZATION (RA# 4) FOR PROFESSIONAL DEVELOPMENT FOR SCHOOL LEADERS AND TEACHERS (MTAC R0328)

Estimated Annual/Total Contract Cost Total	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$221,000/ $1,105,000	Various Funding	5 years	Multiple Task Award Contract	No	Requirements Contract

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Gregg Betheil, Executive Director	Xavier Cerda, Procurement Contract Analyst
Division of School Support & Instruction	Division of Contracts and Purchasing (DCP)

	Awarded Vendor	Estimated Annual Amount	Total Contract Cost
1.	**Sandra K Darling, Inc. dba Learning Bridges** 743 W Nolan Way, Chandler, AZ 85248	$61,000	$305,000
2.	**Cooke Center for Learning and Development, Inc.** 475 Riverside, Suite 730, New York, NY 10115	$160,000	$800,000

Statement of Purpose

Approval is sought to contract with the two vendors listed above for professional development for school leaders and teachers in instructional strategies, student-centered academic counseling services, sustainable leadership, quality teaching and student achievement in NYC schools. These programs will be provided at the discretion of each participating school. Three previous RAs including 43 vendors were approved pursuant the same Multiple Task Award solicitation.

Discussion

Proposals were evaluated by committee members selected by the Director of the Integrated Curriculum and Instruction Learning Support Organization. Members include a current teacher, a former teacher who is now a network support specialist, and a program administrator. All members have experience in evaluating learning materials and implementing programs aimed to improve student and teacher performance. The evaluation criteria were: Program Plan (30 points), Organizational Capacity (30 points), Pricing (25 points) and Demonstrated Effectiveness (15 points). Successful vendors must achieve a minimum score of 70.

Forty-six proposals were initially received in response to this solicitation, and 41 contracts were awarded under RA #1. The committee evaluated twelve additional proposals that were received after the initial solicitation, and three were recommended for contract award. One vendor received an award under RA #2, one vendor received an award under RA #3, and the third vendor recommended is currently undergoing a background check and cost price analysis. Eleven additional proposals were received and evaluated. The committee recommended the two vendors named in this RA, the other nine vendors are in the process of resubmitting.

The background check included VENDEX, the Uniform Commercial Code, the Federal Tax Lien and the Federal Excluded Parties List System. No significant adverse findings were uncovered. Based on the committee's recommendation and the lack of adverse findings, both vendors have been determined responsible.

Learning Bridges is a new vendor. As such, the estimated annual amount for award is based on the benchmark previously set in RA#1 of $61,000. The average price for the programs offered is $333 per hour for in-class workshops or a choice of small group or individual teacher mentoring for the same cost and include proprietary PDF of training materials provided to school staff. Learning Bridges will offer self paced on-line courses for various topics. The on-line courses range from $100-$300 per course with no limit for participating teachers, higher priced courses last 6 weeks longer. The price for in-class workshops was decreased 30% from original proposed pricing of $500 per hour to $350 per hour.

The contract amount established for the Cooke Center for Learning and Development, Inc. is based on an average of expenditures on prior contracts for similar services. The Cooke Center will provide on-site professional development workshops in Literacy, Mathematics and classroom leadership. The highest priced workshop is $178 per hour for groups of up to 30 teachers. The price is low compared to the $210 per hour average for services provided by other vendors contracted under this solicitation.

Based on the findings above the pricing for both vendors is considered to be fair and reasonable.

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

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

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

Item: 6

Description:

Professional development services to improve student knowledge through increased technological pedagogy and the use of multimedia and web-based learning tools in schools.

REQUEST FOR AUTHORIZATION (#2) FOR PROFESSIONAL DEVELOPMENT FOR INSTRUCTIONAL TECHNOLOGY SERVICES (MTAC #R0812)

Estimated Contract Cost Annual/Total	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$120,000/ $600,000	Various including Tax levy & Reimbursable funds	5 Years	None	Multiple Task Award Contract	No	Requirements

Service Requestor/Contract Manager	Division of Contracts and Purchasing
Gregg Betheil, Executive Director	Xavier Cerda, Procurement Analyst
Division of School Support & Instruction	Division of Contracts and Purchasing (DCP)

	Awarded Vendor	Component	Estimate Annual/ Total Amount
1.	**Tech4Learning, Inc.** 10981 San Diego Mission Road, Suite 120, San Diego, CA 92108	1	$120,000/ $600,000

Statement of Purpose

Approval is sought to enter into a requirements contract with Tech4Learning, Inc. to provide professional development services for instructional technology. These programs will be provided at the discretion of each participating school. A previous RA including 19 vendors was approved pursuant to the same Multiple Listing Application solicitation.

Discussion

The Office of Educational Technology (OET) aims to equip every educator and student with appropriate leading-edge technology and the support needed to use that technology in standards-based learning. To that end OET is seeking to create an extensive menu of instructional technology professional development services, including in-person and on-line courses, that can be tailored to the needs of each school community. In this solicitation, vendors were invited to submit proposals for one or more of the following three components:

(1) Professional development workshops that will increase teachers' and administrators' ability to make effective and appropriate use of computer, telecommunications, Internet and related technologies.

(2) Professional development through curriculum enrichment services, through which proposers will develop model lessons and co-teaching archetypes in collaboration with school-based staff and which take place in the classroom.

(3) Professional development through mentoring, through which organizations will provide one-on-one partnerships with classroom teachers. This can include a combination of services from components 1 and 2, and one-on-one services such as observations, experiences and studies for teaching improvement.

This MTAC solicitation was released in May 2010, and 33 proposals were received. The proposals were reviewed by an evaluation committee consisting of representatives from the Division of Accountability and Achievement Resources, Product Development, Talent & New Initiatives, the Office of Instructional Technology, Department of eLearning, and the Division of School Support. The members on the evaluation committee have experience as teachers, professional instructors and mentors. The evaluation criteria are: Program Plan (25 points), Organizational Capacity (25 points), Demonstrated Effectiveness (25 points), and Pricing (25 points).

Of the 33 proposals received, 19 were recommended for award and named in the previous RA. The following is the status of the remaining 14: 1) 6 proposals were recommended for award and will be named on an upcoming RA, 2) 5 proposals are being deliberated over by the evaluation committee 3) 2 vendors have chosen not to continue with the proposal process.

Tech4Learning proposed to provide professional development (component #1). Their service offerings hourly rates range from $265 to $465. Higher priced workshops include the use of WebBlender software license and downloadable materials for each participant. The previous RA rates range for component #1 was $200 to $746. Tech4Learning's highest priced workshop will deliver training support, materials and online resources. Teach4Learning falls within this solicitation's hourly rates, thus the rates are considered to be fair and reasonable.

For vendors new to the system, an estimated annual amount of $120,000 will be allocated. This base amount was derived from an average spend analysis against those previous contracts and the projected demand in services from schools. The estimated annual amounts for Tech4Learning was based on the average spend from their former Instructional Technology PD contract. The average spend was within range of the established benchmark, thus the estimated contract value of $120,000 is awarded.

Background checks performed for this vendor included VENDEX, the Uniform Commercial Code, the Federal Tax Lien, and the Federal Excluded Parties List System. No significant adverse findings were uncovered during this investigation and thus this vendor is deemed responsible.

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

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

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

Item: 7

Description:

Dropout prevention and intervention through the teaching of social-emotional and crucial life skills through creative drama and counseling.

REQUEST FOR AUTHORIZATION FOR DROPOUT AND INTERVENTION SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$375,000	Tax Levy	7/1/10-6/30 11	None	City Council Allocation, per Section 1-03 (c) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	ENACT, Inc. 630 Ninth Avenue New York, NY 10036					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with ENACT for dropout prevention services at Legacy High School for Integrated Services in District 2, Manhattan, MS 363 in District 10, Manhattan and NYC Reparatory H.S. for Theater Arts in District 2, Manhattan.

DISCUSSION

The goals of Enact's Dropout Prevention Programs are to encourage at-risk students to attend and succeed in school. These students have been identified by the school principal, guidance staff and teachers. Through drama-based activities, students are given creative opportunities to explore their emotions and obstacles, and find creative ways to manage them. They learn to recognize their own behavior, to understand the source of negative behavior, and to take responsibility for their decisions.

ENACT will serve 107 students at Legacy School for Integrated Studies, 75 students at Repertory Company High School for Theatre Arts, and 69 students at MS 363 (formerly MS 399-last year of phase out). The duration of the program is 42 weeks.

The programs will include the following components: group counseling, school integration services, attendance and social services, family outreach, individual counseling sessions, small group counseling, and an after-school program culminating in a final performance event.

Funding was placed in DOE's budget specifically for this vendor for the amount stated above. To have the services provided by another vendor would be contrary to the City Council funding resolution.
A contract for personal services is necessary because the City Council specifically identified this vendor to provide the services specified above.

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

The contract is retroactive due to delays in receiving the work plan and budget from the vendor.

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

Item: 8

Description:

Intervention services, including individual and group counseling, for students in elementary, middle and high schools who are at high risk of dropping out.

REQUEST FOR AUTHORIZATION FOR DROPOUT PREVENTION AND INTERVENTION SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$250,000	Tax Levy	7/1/10-6/30/11	None	City Council Allocation, per Section 1-03 (c) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Good Shepherd Services					
	305 Seventh Avenue, 9th Floor					
	New York, NY 10001					
	Contact: Fran York					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with Good Shepherd Services for dropout prevention and intervention services in eight New York City public schools located in Brooklyn and in the Bronx.

DISCUSSION

Students served will include elementary, middle and high school students who demonstrate behaviors and attitudes associated with a high risk of dropping out. These behaviors include excessive truancy, withdrawal or acting out in classroom and /or school programs, lack of engagement in school activities, below-grade achievement, and/or lack of social engagement with peers and school staff. In some instances, students are included for service because their schools have a continuing history of high risk of academic failure.

Good Shepherd Services' dropout prevention and intervention model assesses all students referred by either school staff, Good Shepherd Services staff of other programs in the school and community, self-referrals, and/or students' families, to determine if they are at-risk and appropriate candidates for services.

The services provided include case management, individual counseling, group counseling/group work, attendance outreach at a cost of approximately $1,020 per student participant. The services will be provided to students at the following schools:

Bronx
Sites in District 8:

- School for Community Research and Learning (SCRL)

- Stevenson Campus [Millenium Art Academy (X312). SCRL (X540), Bronx Bridges (X432) and Bronx Community High School (X377)]

Site in District 10:

- University Heights High School

Brooklyn

Sites in District 15:

- Agnes Humphrey Campus
- Red Hook Community Center Brooklyn Beacon @ PS 15

Sites in District 21:

- Grady High School
- High School for Teaching and the Professions at Walton Campus

The contract is retroactive due to delays in receiving the work plan and budget from the vendor.

Funding was placed in DOE's budget specifically for this vendor for the amount stated above. To have the services provided by another vendor would be contrary to the City Council funding resolution.
A contract for personal services is necessary because the City Council specifically identified this vendor to provide the services specified above.

The Contract Manager's office has experience with the vendor providing these services and confirms it has performed satisfactorily. DCP reviewed the vendor's information in the VENDEX system regarding past performance and found that it has performed unsatisfactorily on other previous City contracts. However, the vendor's previous performance of services for the DOE has been found to be satisfactory. The vendor is deemed responsible.

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

Item: 9

Description:

School-based dropout prevention program that works with staff in high schools interested in restructuring into clusters of small learning communities or new small schools.

REQUEST FOR AUTHORIZATION DROPOUT PREVENTION AND INTERVENTION SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$250,000	Tax Levy	7/1/10-6/30/11	None	City Council Allocation, per Section 1-03 (c) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	Institute for Student Achievement					
	1 Old Country Road					
	Carle Place New York 11415					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with the above-named vendor for dropout prevention and intervention services at 20 high schools throughout the City.

DISCUSSION

The Institute for Student Achievement (ISA) provides a school-based dropout prevention program and works with staff in high schools (principals, assistant principals, teachers, counselors, school-based coaches) interested in restructuring into clusters of Small Learning Communities (SLCs) or new small schools. ISA believes that small, highly supportive, challenging learning environments, which promote valuable relationships between teachers and students, can improve student motivation, facilitate learning and help students stay in school, attaining higher levels of confidence and achievement.

ISA works with schools over a four-and-a-half-year period that includes:

- A planning year or half-year
- Four school development years during which the schools/SLCs grow one grade per year, beginning with a cohort of ninth grade students, until the schools serve students in grades 9-12.

ISA's program consists of the following elements, which the partner schools implement:

College preparatory instructional program: The instructional program prepares all students for college admission and completion.

Dedicated staff of teachers and a counselor: The school team (teachers, counselor, school/SLC leader) provides consistency for students throughout the four years of the program.

Continuous Professional Development: Teachers and counselors are provided with customized training on an as-needed basis; regularly scheduled coaching targeted to program development and strategic planning; multi-day summer and winter institutes for teachers, school leaders and counselors; professional networks; and scoring conferences.
The contract is retroactive due to delays in receiving the work plan and budget from the vendor.

Funding was placed in DOE's budget specifically for this vendor for the amount stated above. To have the services provided by another vendor would be contrary to the City Council funding resolution.
A contract for personal services is necessary because the City Council specifically identified this vendor to provide the services specified above.

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

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

Item: 10

Description:

Career training for out-of-school young adults (ages 16-24) who do not have their GED, are not working or are underemployed.

REQUEST FOR AUTHORIZATION FOR DROPOUT PREVENTION AND INTERVENTION SERVICES

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$150,000	Tax Levy	7/1/10-6/30/11	None	City Council Allocation, per Section 1-03 (c) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	The Way to Work					
	52 Broadway, 6th Floor					
	New York, NY 10004					
	Contact: Hector Batista					

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

STATEMENT OF PURPOSE

Authorization is requested to contract with The Way to Work for career training, academic enrichment counseling and job placement services for 250 unemployed and out-of-work young adults.

DISCUSSION

The Way to Work (TWTW) targets out-of-school young adults, ages 17-24, who are unemployed or underemployed and who may or may not have their HSD/GED. The target population includes young adults with low literacy and math skills; histories in the criminal justice system; little or no work experience; and who face issues such as domestic violence, depression, homelessness, and substance abuse.

TWTW recruits prospective participants through its relationships with the Administration for Children's Services, public high schools with high drop-out rates, GED Plus hubs, TWTW alumni, the New York City Housing Authority, and a variety of community-based organizations.

After assessing participants' academic skills, motivation, and potential barriers to training, TWTW provides:

Career Training as a Certified Medical Administrative Assistant, as a Licensed Security Guard, or in Administrative Technology.

Work Readiness Training, in which participants attend classes on work readiness and life and employability skills, including communication, resumè preparation, Internet job searches, interview skills, conflict resolution, and financial literacy.

Academic Enrichment, which provides daily academic instruction to assist participants in obtaining their GED.

Case Management and Supportive Services, in which career managers meet weekly with participants to set short- and long-term education goals and to review progress.

Work Readiness, Job Planning, and Placement Services, in which workforce managers determine participants' best fit for employment.

The contract is retroactive due to delays in receiving the work plan and budget from the vendor.

Funding was placed in DOE's budget specifically for this vendor for the amount stated above. To have the services provided by another vendor would be contrary to the City Council funding resolution. A contract for personal services is necessary because the City Council specifically identified this vendor to provide the services specified above.

The Contract Manager's office has experience with the vendor providing these services and confirms they performed satisfactorily. DCP reviewed the vendor's information in the VENDEX system regarding past performance and found that it has performed unsatisfactorily on other previous City contracts. However, the vendor's previous performance of services for the DOE has been found to be satisfactory. The vendor is deemed responsible.

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

Item: 11

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO AMEND SYSTEM-WIDE REQUIREMENTS AGREEMENTS FOR TEXTBOOKS AND ANCILLARY MATERIALS

Annual/ Total Amendment Amount	Funding Source	Contract Term	Contract Expiration	Procurement Method
Annual – $1,400,000 Total – $8,400,000	Reimbursable, Tax Levy, City Council	Amendment Term – 6 years; Total Contract Term – 7 years	See grid below	Amendment

Contract Manager:
Jennifer Ayuso Medina
Director, Instructional Materials Unit

Division of Contracts and Purchasing Contact:
Susan Dick-McKeon
Chief Administrator

Vendor Name	Vendor Code	Contract Number	Amendment Amount	Expiring Date	Corrected End Date
Stern Math LLC	STE132145	7000742	$540,000	12/31/10	12/31/17
Social Studies School Service	952512625	7000743	$540,000	12/31/10	12/31/17
Able Net Inc.	ABL016000	7000757	$540,000	12/31/10	12/31/17
Flying Start Books Limited	FLY650362	7000759	$540,000	12/31/10	12/31/17
Davis Publications, Inc.	DAV135000	7000727	$540,000	12/31/10	12/31/17
Estrellita	EST050000	7000737	$540,000	12/31/10	12/31/17
Cambridge Educational Services	CAM702150	7000752	$540,000	12/31/10	12/31/17
Kinder Publishing, Inc.	KIN397883	7000734	$540,000	12/31/10	12/31/17
Gutenberg Inc.	UNI212000	7000744	$540,000	12/31/10	12/31/17
Attanasio & Associates	ATT028000	7000740	$600,000	02/28/13	02/28/17
Zaner-Bloser	ZAN005000	7000735	$600,000	12/31/10	12/23/17
Flocabulary	FLO032000	7000751	$540,000	12/31/10	12/31/17
Rosen Publishing Group, Inc.	ROS013000	7000741	$600,000	12/31/10	12/31/17
Mondo Publishing Inc.	MUS025000	7000733	$600,000	12/31/10	12/31/17
Continental Press, Inc.	CON210000	7000739	$600,000	12/31/10	12/31/17

STATEMENT OF PURPOSE

Approval is sought to amend the above contracts lengthening them from one to seven years. The contracts are all for textbooks and ancillary materials for public and participating non-public schools.

DISCUSSION

The original RA specified that the contracts were for a one year term. However, it is the Department's practice to make the contract period seven years for listing application contracts, as it does not make sense to do these every year. We are therefore seeking approval to add six years to coincide with the terms of these contracts.

All materials are published and copyrighted by the vendors. The vendors' prior experience on these contracts has provided us with sufficient information to determine that they are fiscally responsible in being able to deliver materials on this contract. Prices offered are in accordance with Most Favored Nation guidelines. The dollar values for these amendments are based on usage for each individual contract.

Item: 12

Description:

Instructional textbooks and ancillary materials for use in classrooms.

REQUEST FOR AUTHORIZATION TO PROVIDE TEXTBOOKS AND ANCILLARY MATERIALS

Annual/Total Contract Cost	Funding Source	Contract Term	Procurement Method	Is Contract Retroactive?	Contract Type
$125,000/ $875,000	Reimbursable, Tax Levy, City Council	Seven Years	Listing Application	No	Require-ments

Vendor Name & Address	Contract Term	Estimated Annual/Total Contact Cost
Anti-Defamation League 605 Third Avenue New York, NY 10158	11/01/10 – 10/31/17	$75,000/$525,000
Abrams and Company Publishers, Inc. PO Box 10025 Waterbury, CT 06725	11/01/10 – 10/31/17	$50,000/$350,000

Service Requestor/Contract Manager:	**Division of Contracts and Purchasing Contact**
Jennifer Ayuso Medina, Director	Susan Dick-McKeon
Division of Contracts and Purchasing	Division of Contracts & Purchasing

STATEMENT OF PURPOSE

Approval is sought to enter into contracts with the above-mentioned vendors to provide textbooks and ancillary materials to all public and participating non-public schools.

DISCUSSION

The publishers are the sole publishers of their copyrighted materials. Because these materials cannot be purchased in the open marketplace, a competitive sealed bid process is impractical.

Anti-Defamation League publishes materials available for Pre-K through university students that provide anti-bias information, Holocaust awareness and education. These materials are copyrighted and published by Anti-Defamation League and can only be purchased from them.

Abrams and Company Publishers, Inc. publishes supplemental literacy, reading, language arts, science, mathematics, and social studies materials for early childhood through fifth grade. These materials are copyrighted and published by Abrams and Company and can only be purchased from them.

A background check was conducted for the aforementioned vendors including Uniform Commercial Code, Excluded Parties List and VENDEX and there was no adverse information found. The vendors are therefore deemed responsible. Additionally, we are assured that no other institution, agency, school district, municipality or organization will receive better pricing than that being offered to the DOE based on their "Most Favored Customer" contract clause.

Item: 13

Description:

Magnet School Program that promotes diversity by supporting the development of innovative education methods and evaluation services in districts 20, 21 and 31.

REQUEST FOR AUTHORIZATION FOR MAGNET SCHOOLS ASSISTANCE PROGRAM

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive ?	Contract Type
$104,531 (Highest Annual Amount)/ Total Amount $147,844	USDOE	10/01/09-09/30/11	None	Vendor Named in Grant, Per Section 1-03(b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	The Education Alliance at Brown University					
	Office of Sponsored Projects-Brown University					
	Box J, 164 Angell St.					
	Providence, R.I. 02912					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Todd Levitt	Maxine Needle, Director of Grants
415 89th Street Brooklyn, New York 11209	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Authorization is requested to contract with The Education Alliance at Brown University to provide an evaluation of the Magnet Schools Assistance Program (MSAP) grant in CSD 20, 21, and 31.

DISCUSSION

In September of 2007, the Interdistrict Consortium (CSD's 20, 21, and 31) was awarded a three-year MSAP grant worth $312,074. Work was performed for the first two years of the grant under a separate agreement. This contract will provide for services funded by the third year of the grant plus additional services for one year as a result of additional funding awarded by the grantor for this program in the amount of $43,313.

The grant promotes diversity and increases choices in public school education programs by supporting the development and design of innovative education methods and practices. The USDOE/grantor requires an independent party to evaluate the program and help align program objectives.

The Education Alliance at Brown University will obtain, analyze and interpret student achievement data on the New York States tests of English Language and Mathematics for students in the Magnet Program and selected comparison schools.

There are four elementary schools – PS 503, PS 506, PS 192 and PS 288 and two middle schools – IS 27 and IS 61 in the Consortium's 2007-2010 MSAP. Of these six schools, IS 27 and IS 61 will be included in the study because they have comparable and available data for multiple grade students prior to and after implementation of the MSAP. Some of the questions used for the evaluation will be:

- If any differences are found, what is the magnitude of the difference in achievement gains between magnet and non-magnet schools?
- Do students attending magnet schools make greater achievement gains than similar students attending conventional schools?
- Do magnet schools produce greater achievement benefits for the No Child Left Behind (NCLB) subpopulations of students?

Upon completion of the evaluation, a final report will be presented to explain the methodology and results.

This contract is retroactive to October 2009 because of delays caused by problems with implementing the renewal clause in the original contract (involving problems with registration of the contract), and as a result, the renewal was not implemented and the contract lapsed. The vendor provided services during this period in good faith.

The grantor's program is U165A070021-09 Magnet Schools Assistant Program Grant. A contract for personal services is necessary because the contract is funded by a grant, and the grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

The Contract Manager's office has experience with the vendor providing these services and confirms that they performed satisfactorily. DCP reviewed the VENDEX database and found no information that should preclude an award.

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

Item: 14

Description:

Speech services for teachers of students with speech and language disabilities. (Correction to contract amount and contract term for this previously approved item.)

REQUEST FOR AUTHORIZATION FOR TEACHER RESOURCE AND COMPUTER TRAINING CENTERS

Annual /Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$85,200/$426,000	NYSED	7/1/09-6/30/14	none	Vendor Named in Grant, per Section 1-03 (b) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	UFT Educational Foundation, Inc. 52 Broadway 18th Floor NEW York, N.Y. 10004					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Eduardo Contreras	Maxine Needle, Director of Grants
Office of Curriculum Standards and Academic Engagement	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Authorization is requested to amend the previously approved term of the above-referenced contract from one year to five years and the total amount from $85,200 to $426,000.

DISCUSSION

The Panel for Educational Policy approved this contract with a one year term on June 22, 2010. The one year term provided for in the prior Request for Authorization was erroneous and the correct term is five years, as consistent with the Grant Award Notification from the State Education Department. The annual amount approved by the Panel remains the same; however, as a result of the change in the term, the total contract amount has been changed to $ 426,000. All other information remains the same.

The Speech-Language and Bilingual Speech-Language Personnel Development Technical Assistance Center is a collaborative project of the New York City Department of Education, the United Federation of Teachers (UFT) and Western Kentucky University. It was developed to address the shortage of bilingual and monolingual teachers of students with speech and language disabilities in the NYC public schools. This program is designed to recruit potential candidates for initial certification, provide coursework in clinical practice, prepare candidates for required certification examinations and assist candidates in applying for tuition benefits while studying for the Master of Science degree in Communication Disorders.

When applicants accepted into the masters program obtain enough credits and fulfill state requirements for initial certification, they work as "Teachers of Students with Speech and Language Disabilities" in high-need areas throughout the city.

Since its inception in 2002, 120 candidates have graduated and are working in all districts in the New York City public schools. Currently 105 participants are undergoing training. When these graduate students complete the program they will be placed in DOE schools and work with an average of 45 students each.

The grantor's program is the State Education Department (SED). Grant # 08606. DOE Grant Track # 12705

The grant award specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

A contract for personal services is necessary because personnel with the expertise of the vendor are not available within the DOE at this time.

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

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

Item: 15

Description:

Part time counselor for youth ages 16-21 and their families for substance abuse preventative treatment services.

REQUEST FOR AUTHORIZATION FOR YMCA OF GREATER NEW YORK SAFE STREETS/SAFE CITY PROGRAM

Annual/Total Contract Amount	Funding Source	Contract Term	Options	Procurement Method	Is Contract Retroactive?	Contract Type
$49,348.00	Borough President of Staten Island	7/1/09-6/30/10	None	Public Service Organization by City Official, Per Section 1-03(c) of DOE Procurement Policy & Procedures	Yes	Full Value
Vendor Name & Address	YMCA Of Greater New York 3911 Richmond Avenue Staten Island, NY 10312					

Service Requestor/Contract Manager	Division of Contracts & Purchasing Contact
Patricia Payne	Maxine Needle, Director of Grants
715 Ocean Terrace Staten Island, NY 10301	Division of Contracts and Purchasing

STATEMENT OF PURPOSE

Authorization is requested to contract with the YMCA of Greater New York to provide substance abuse preventive and treatment services to youth ages 16-21.

DISCUSSION

Counselors from YMCA of Greater New York will provide part-time substance abuse prevention and counseling services to at-risk youths 16 to 21 years old and their families. Therapeutic techniques, including experiential therapy in group, individual and family settings, will be utilized to help prevent the onset or escalation of substance abuse.

The part-time counselors will work with 100 at-risk teens and their families referred by Treatment Alternatives to Street Crime (TASC) and by Staten Island's Treatment Court. The services will be provided at the North and South Shores of Staten Island.

While the Borough President's office and the vendor were aware that the funds had been allocated for these services, staff turnover in the program office resulted in a delay in the processing of the contract.

Funding was placed in DOE's budget specifically for this vendor for the amount stated above. To have the services provided by another vendor would be contrary to the Borough President's funding resolution. A contract for personal services is necessary because the Borough President specifically identified this vendor to provide the services specified above.

The Contract Manager's office has experience with the vendor providing these services and confirms that it performed satisfactorily. DCP reviewed the vendor's information in the VENDEX system regarding past performance and found that the vendor has performed unsatisfactorily on other previous City contracts. However, the vendor's previous performance of services for the DOE has been found to be satisfactory. The vendor is deemed responsible.

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