# Panel for Educational Policy
# Contract Agenda
# December 18, 2014

**Item: 1** **Description:** Provision of Universal PreKindergarten Services (RA #7)

**Term:** 2 years 6 months **Options:** None **Funding:** NYSED & Tax Levy

**Division:** Division of Early Childhood Education **Contract Type:** Requirements

| Vendor Name | Estimated Annual Amount |
|---|---|
| Congress of Italian American Organizations, Inc. d/b/a Seeds of Unity Day Care | $149,930 |

**Item: 2** **Description:** Provision of Universal PreKindergarten Services (RA #9)

**Term:** 2 years 6 months **Options:** 2 one year option or 1 two year option **Funding:** NYSED & Tax Levy

**Division:** Division of Early Childhood Education **Contract Type:** Requirements

| Vendor Name | Estimated Annual Amount |
|---|---|
| A child's Place Too | $859,500 |
| Bright Beginnings in Queens Village Inc. | $165,960 |
| Promise World Daycare | $270,313 |
| Staten Island Community Services, Inc. | $153,141 |

**Item: 3** **Description:** Ambulance transportation for special education students.

**Term:** 5 years **Options:** 270 day option **Funding:** Tax Levy

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Richmond County Ambulance Service Inc., DBA RCA Ambulance Service | $1,923,845 |

**Item: 4** Withdrawn

**Item: 5** **Description:** Library books for schools libraries.

**Term:** 5 years **Options:** 2 one year options **Funding:** Reimbursable

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Perma - Bound | $6,000,000 |

**Item: 6** **Description:** Labor and materials for alarm systems in schools.

**Term:** 1 year **Options:** 270 day option **Funding:** Tax Levy

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Maximum Security Group | $3,052,013 |
| Megamax Voice and Data Inc. | $3,194,000 |

**Item: 7** **Description:** Amendment to a contract to support for the implementation and roll out of full day pre-kindergarten.

**Term:** 3 months **Options:** None **Funding:** Tax Levy &Reimbursable

**Division:** Division of Early Childhood Education **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Accenture | $232,033 |

**Item: 8** **Description:** Amendment to a contract for evaluation services for after school and youth development programs competitively awarded through the 21st Century Community Learning Centers Grant.

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

**Division:** Office of Safety and Youth Development **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| L&G Research and Evaluation Consulting, Inc. | $395,088 |

**Item: 9** **Description:** Amendment to a contract for academic support for students at the Bronx High School for the Visual Arts.

**Term:** 1 Year **Options:** None **Funding:** NYSED

**Division:** Office of Safety and Youth Development **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Rainbow After School Program, Inc. | $70,000 |

**Item: 10** **Description:** Additional funding for data management system changes to support NYCDOE enrollment processes and provide fair and equitable student enrollment opportunities.

**Term:** 2 Years **Options:** None **Funding:** Various

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

| Vendor Name | Annual Amount |
|---|---|
| Vanguard Direct | $994,033 |

**Item: 11** **Description:** After school services for students in temporary housing.

**Term:** 1 year **Options:** None **Funding:** McKinney Vento Grant

**Division:** Office of Safety and Youth Development **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Big Educational Fundamentals | $80,000 |

**Item: 12** **Description:** Development and implementation of strategies and programs that facilitate enrollment, attendance and success in schools with homeless children and youth.

**Term:** 1 Year **Options:** None **Funding:** NYSED Grant

**Division:** Office of Safety and Youth Development **Contract Type:** Full Value

| Vendor Name | Annual Amount |
|---|---|
| Research Foundation of Suny | $100,000 |

**Item: 13** **Description:** Instructional textbooks and ancillary materials for use in classrooms.

**Term:** 7 years **Options:** None **Funding:** Tax Levy & Reimbursable

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Cheng & Tsui | $25,284 |
| CPM Educational Program | $102,078 |
| Goodheart Wilcox | $89,057 |

**Item:** 13 **Description:** Instructional textbooks and ancillary materials for use in classrooms.

**Term:** 7 years **Options:** None **Funding:** Tax Levy & Reimbursable

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

| Vendor Name | Estimated Annual Amount |
|---|---|
| Mosdos OHR Hatorah | $141,330 |
| Pro-Literacy Worldwide | $125,135 |
| Wayside Publishing | $12,637 |

**Item:** 1

**Description:**

Provision of Universal PreKindergarten Services (RA #7)

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN SERVICES (2014-2017) RA #7

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $149,929.95 / 374,824.88 | New York State Education Department (NYSED), Tax Levy | 2.5 Years | None | Contract via Negotiated Service per Section 3-08 (b) of DOE Procurement Policy & Procedures | No | Requirement |

| | |
|---|---|
| **Vendor Name Address** | Congress of Italian American Organizations, Inc. d/b/a Seeds of Unity Day Care Center<br>5816 13th Avenue<br>Brooklyn, NY 11219 |

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

## PURPOSE

Authorization is requested on behalf of the Division of Early Childhood Education (DECE) to contract with the vendors listed below to provide high-quality instructional programming as part of the 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 two 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 New York City public school system.

A Request for Proposals (RFP) was released in December 2013, seeking to award eligible early childhood providers 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 public schools. The deadline for proposals was February 18, 2014.

DECE received a record number of proposals from service providers in all five boroughs. The Panel for Educational Policy approved the award of over 10,000 full-day seats in May 2014, and an additional 3,000 seats in June and July. However, there is a continuing need for additional full-day seats in some neighborhoods. To address this need in time for the start of the 2014-15 school year, a negotiated services procurement was used to secure these services. Vendors were invited to submit an application to provide prekindergarten services in time to begin services in September 2014. The

application was posted on DECE's webpage and was emailed to all current Department of Health & Mental Hygiene Early Childhood certificate holders.

All providers have been subject to rigorous review and a site visit, which included an interview with each site's education director.

Written proposals were scored in three areas:

- Program Plan (including Pedagogy, Curriculum, and Family Engagement)
- Organizational Capacity
- Demonstrated Effectiveness

Proposals were evaluated in each of these areas for a maximum score of 15 points and the site visit carried a maximum score of 55 points for a total possible score of 100. Vendors were required to score an 80 to pass before proceeding to negotiate the rate per child with their respective DECE field office.

These awards are pursuant to proposal re-evaluation. Since there was still unmet demand for seats in areas of high need, it was determined that the deficiencies initially identified in these vendors' proposals were remediable. Areas of high need were determined by identifying neighborhoods within particular zip codes with 5% or fewer vacancies. In order for a proposal to be eligible for re-evaluation, it needed to meet the additional criteria of being previously scored between 50 and 69 points; ability to meet quality threshold with site visits and additional documentation; proper permitting and background clearances; and currently having students enrolled.

Based on these eligibility requirements, fourteen proposals were identified as eligible to be reevaluated. Vendors were required to answer a list of questions that assessed the vendor's organizational capacity, demonstrated effectiveness, and their plans for needs assessment, outreach and enrollment, as well as engagement of parents and/or families. DECE evaluated vendors' responses and visited each site. Of these fourteen proposals, nine had originally applied through the negotiated services process, of which one is recommended for award herein.

Vendors and their principal owners and officers were subject to a comprehensive background check. While the background checks have not been completed for these vendors, no contract will be submitted to the Comptroller for registration until the background check is complete. Should noteworthy information become known to the DOE after the Panel meeting, it will be reported to the Panel.

| Vendor Name | Geographic Borough | Awarded No. of Full-Day Seats | Negotiated Cost per Child for Full-Day Seats | Start-Up Costs | Annual Contract Amount for Full-Day Seats |
|---|---|---|---|---|---|
| Congress of Italian American Organizations, Inc. d/b/a Seeds of Unity Day Care Center | K | 15 | $9,995 | 0 | $149,930 |

**Item:** 2

**Description:**

Provision of Universal PreKindergarten Services (RA #9)

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH PROVIDERS OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR-YEAR-OLDS IN THE UNIVERSAL PREKINDERGARTEN (UPK) PROGRAM (RFP R1015) (RA #9)

| Estimated Annual / Total Contract Amounts | Funding Source | Contract Term | Options | Estimated Annual Option Amount | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $589,413.88 / $1,473,534.70 | New York State Education Department (NYSED), Tax Levy | 2.5 Years | Options to Extend for Two 1-Year Periods or One 2-Year Period | $589,413.88 | Request for Proposals (RFP) | No | Requirement |

| | |
|---|---|
| **Vendor Names & Addresses** | See attached table. |

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

## PURPOSE

Authorization is requested on behalf of the Division of Early Childhood Education (DECE) to contract with the vendors listed below to provide high-quality instructional programming as part of the 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.

A Request for Proposals (RFP) was released in December 2013, seeking to award eligible early childhood providers 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 public schools. The RFP contained two components, each to be evaluated and awarded separately:

- Component A – Full-Day
- Component B – Half-Day

In support of Mayor de Blasio's plan to expand full-day UPK, the NYCDOE encouraged any provider interested in offering full-day UPK to apply to the RFP.

The vendors were expected to propose a consistent weekly schedule for full-day programs (6 hours and 20 minutes) between 8:00 am and 4:30 pm and/or half-day programs (2 hours and 30 minutes per day), five days per week for 180 days of the school year.

DECE performed a needs analysis to determine areas to target for full-day seats and a separate analysis to determine high-needs half-day areas; however, the RFP made clear that, should additional funding become available, contract awards would be made citywide, prioritizing areas with the largest gaps in full-day UPK options. DECE measures this seat gap by evaluating the difference between kindergarten students enrolled in public district and charter schools and the full-day UPK options available to families in the same area.

Keeping in line with the Mayor's vision, and in light of receiving additional funding made available through State legislation passed in March, the DOE prioritized proposals for full-day pre-k or full-day and half-day pre-k. This request is for contracts offering only full-day seats or a combination of full-day and half-day seats.

The New York State Education Department (NYSED) provides funding up to $224,000,000 for half-day UPK seats and up to $300,000,000 for full-day expansion.

Of 707 sites proposed, 482 were for full-day, 97 for half-day, and 128 for both full-day and half-day programs. Three proposals were submitted past the deadline. These vendors were notified that their proposals were found to be non-responsive and none protested. 199 vendors were recommended for award and approved by the Panel for Educational Policy in May 2014 and 118 vendors were recommended for award and approved at the June through October 2014 monthly Panel for Education Policy meetings. This Request for Authorization contains four vendors recommended for award of full-day programs.

The UPK full-day expansion allows for limited start-up funds for programs expanding from half-day to full-day programs or 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 or for furniture and other materials for their new classrooms. The average award for start-up funds is $20,440, or $536 per child for those sites.

To evaluate proposals, each Early Childhood Field Office convened a three-member evaluation committee that included two instructional professionals and one operations professional. Proposals were scored using the following evaluation criteria:

| Response Category | Maximum Points |
|---|---|
| Program Plan | 15 |
| Organizational Capacity | 15 |
| Demonstrated Effectiveness | 15 |
| Site Visit | 55 |
| **Total** | **100** |

All vendors in areas where additional seats are needed who met the minimum qualifications, scored at or above the 80 points, and presented fair and reasonable prices are recommended for award. In areas where the capacity of vendors exceded the estimated demand for services, awards were made based on vendor scores.

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

These awards are pursuant to proposal re-evaluations. Since there was still unmet demand for seats in areas of high need, it was determined that the deficiencies initially identified in the vendors' proposal were remediable. Areas of high need were determined by identifying neighborhoods within particular zip codes with 5% or fewer vacancies. In order for a proposal to be eligible for re-evaluation, it needed to meet the additional criteria of being previously scored between 50 and 69 points; ability to meet quality threshold with site visits and additional documentation; proper permitting and background clearances; and currently having students enrolled.

Based on these eligibility requirements, fourteen proposals were identified as eligible to be reevaluated. Vendors were required to answer a list of questions that assessed the vendor's organizational capacity, demonstrated effectiveness, and their plans for needs assessment, outreach and enrollment, as well as engagement of parents and/or families. DECE evaluated vendors' responses and visited each site. Of these fourteen proposals, five had originally applied through the RFP process, of which three are recommended for award herein.

Vendors and their principal owners and officers were subject to a comprehensive background check. While the background checks have not been completed for these vendors, no contract will be submitted to the Comptroller for registration until the background check is complete. Should noteworthy information become known to the DOE after the Panel meeting, it will be reported to the Panel.

| Vendor Name | Geographic Borough | Awarded # of Full-Day Seats | Negotiated Cost per Child for Full-Day Seats | Start-Up Costs | Annual Contract Amount for Full-Day Seats |
|---|---|---|---|---|---|
| Staten Island Community Services, Inc. d/b/a South Shore Toddler Academy | K | 18 | $8,507.82 | 0 | $153,140.76 |
| Promise World Daycare | K | 28 | $9,654.04 | 0 | $270,313.12 |
| Bright Beginnings In Queens Village, Inc. | Q | 18 | $9,220.00 | 0 | $165,960.00 |

**Item:** 3

**Description:**

Ambulance transportation for special education students.

# REQUEST FOR AUTHORIZATION
# FOR RICHMOND COUNTY AMBULANCE SERVICE, INC.
# dba RCA AMBULANCE SERVICE TO PROVIDE AMBULANCE TRANSPORTATION OF SPECIAL EDUCATION STUDENTS

| Estimated Annual / Total Contract Amount | Funding Source | Contract Term | Options | Estimated Option Amount | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $1,923,845/ $9,619,225 | Tax Levy | Five Years | One 270-Day Extension | $1,423,118 | Request for Bids (RFB) | No | Requirements |

| | |
|---|---|
| **Vendor Name & Address** | Richmond County Ambulance Service, Inc. dba RCA Ambulance Service<br>1355 Castleton Avenue<br>Staten Island, NY 10310 |

| Lead Contract Manager | Contract Manager | Division of Contracts & Purchasing Contact |
|---|---|---|
| Lisa D'Amato<br>Contracts Management Unit<br>Office of School Support Services | Everett Parker<br>Contracts Management Unit<br>Office of School Support Services | Sande Pisik<br>Procurement Analyst |

## PURPOSE

Authorization is requested to contract with Richmond County Ambulance Service, Inc. dba RCA Ambulance Service Inc. (RCA) to provide ambulance transportation of Special Education students who must be transported via ambulance to school or on field trips as directed by the DOE.

## 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 seven aggregate classes. Five of the aggregate classes cover transportation for students residing within a borough of New York City and traveling to various schools throughout New York City and Nassau, Suffolk, and Westchester Counties. Two classes are based on mileage range thresholds for transporting students on field trips outside of the above-listed geographic areas. Unlike the current contract, this contract will include yearly composite index increases or decreases based on fuel, labor, and consumer price indices.

Twenty-seven vendors downloaded the bid, five vendors attended the pre-bid conference, and three or four bids were received for all aggregate classes. RCA was the lowest bidder in each class and is recommended for award of all seven classes. A qualification meeting was held with RCA and it was determined that the vendor met all the requirements of the bid and has the capacity to service the contract.

The DOE engaged Ernst & Young to review RCA's financial statements to determine if the vendor has 90 days of working capital for the prospective contract and the long-term financial strength to perform under this contract given the fact that RCA is the lone vendor responsible for serving the entire city. Ernst & Young determined that RCA met all financial qualifications.

A background check by the DOE's Vendor Research & Price Analysis Unit identified no significant adverse information in VENDEX or the DOE's database. As such, RCA has been determined to be responsible.

The estimated amount of this contract is significantly lower than the amounts calculated in the bid because bidders were instructed to submit pricing for all items in every class in order to have an established price should a new student require service. Nineteen students currently require these services, nine of whom require advanced life support with an emergency medical technician (EMT) present in the ambulance. The estimated annual contract amount based on the above is $1,923,845.

RCA's pricing is six percent lower than the current pricing. Based on the receipt of several bids and the competitive nature of the procurement, these prices have been determined to be fair and reasonable.

**AMBULANCE TRANSPORTATION OF SPECIAL EDUCATION STUDENTS - B2433**
**BID TABULATION**

**AGGREGATE CLASS 1 - MANHATTAN**

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 758,450** | **$ 3,792,250** |
| Citywide Mobile Response | $ 859,140 | $ 4,295,700 |
| Hunter Ambulance Ambulette | $ 920,375 | $ 4,601,875 |
| TransCare New York, Inc. | $1,517,000 | $ 7,585,000 |

**AGGREGATE CLASS 2 - BRONX**

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 758,450** | **$ 3,792,250** |
| Hunter Ambulance Ambulette | $ 860,250 | $ 4,301,250 |
| Citywide Mobile Response | $ 864,690 | $ 4,323,450 |
| TransCare New York, Inc. | $1,600,250 | $ 8,001,250 |

**AGGREGATE CLASS 3 - BROOKLYN**

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 758,450** | **$ 3,792,250** |
| Citywide Mobile Response | $ 893,180 | $ 4,465,900 |
| TransCare New York, Inc. | $1,470,750 | $ 7,353,750 |
| Hunter Ambulance Ambulette | Did not bid | Did not bid |

AGGREGATE CLASS 4 - QUEENS

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 758,450** | **$ 3,792,250** |
| Hunter Ambulance Ambulette | $ 860,250 | $ 4,301,250 |
| Citywide Mobile Response | $ 866,540 | $ 4,332,700 |
| TransCare New York, Inc. | $1,572,500 | $ 7,862,500 |

AGGREGATE CLASS 5 - STATEN ISLAND

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 758,450** | **$ 3,792,250** |
| Citywide Mobile Response | $1,134,050 | $ 5,670,250 |
| TransCare New York, Inc. | $1,961,000 | $ 9,805,000 |
| Hunter Ambulance Ambulette | Did not bid | Did not bid |

AGGREGATE CLASS 6 - OUT-OF-BOROUGH (1-99 MILES)

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 221,989** | **$ 1,109,945** |
| Citywide Mobile Response | $ 444,000 | $ 2,220,000 |
| TransCare New York, Inc. | $ 462,500 | $ 2,312,500 |
| Hunter Ambulance Ambulette | $ 647,500 | $ 3,237,500 |

AGGREGATE CLASS 7 - OUT-OF-BOROUGH (100-200 MILES)

| BIDDER NAME | ANNUAL COST | 5-YEAR COST |
|---|---|---|
| **Richmond County Ambulance Service dba RCA Ambulance Service** | **$ 610,483** | **$ 3,052,417** |
| TransCare New York, Inc. | $ 925,000 | $ 4,625,000 |
| Citywide Mobile Response | $1,357,900 | $ 6,789,500 |
| Hunter Ambulance Ambulette | Did not bid | Did not bid |

| | | |
|---|---|---|
| **TOTAL AWARD** | **$4,624,723** | **$23,123,613** |

**Item:** 4

**Description:**

Withdrawn

**Item:** 5

**Description:**

Library books for schools libraries.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH PERMA-BOUND TO PROVIDE LIBRARY BOOKS AND PROCESSING

| Estimated Annual / Total Contact Amount | Funding Source | Contract Term | Options | Option Amount | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $6,000,000 / $30,000,000 | Reimbursable, Tax Levy | Five Years | Two 1-Year Extensions | $12,000,000 | Best Value Request for Bids (RFB) | No | Requirements |

| | |
|---|---|
| **Vendor Name & Address** | Perma-Bound<br>617 E. Vandalia Road<br>Jacksonville, IL 62650-3599 |

| Contract Manager | Lead Contracting Officer |
|---|---|
| James McBride<br>Chief Administrator<br>Technology & Instructional Material Procurement<br>Division of Contracts and Purchasing | Susan Dick - McKeon<br>Chief Administrator<br>School Based Procurement<br>Division of Contracts and Purchasing |

## PURPOSE

Authorization is requested to contract with the Perma-Bound to provide library books and prepare them for use in school libraries. Funding will be provided by individual schools.

## DISCUSSION

A Best Value Request for Bids (RFB) was issued seeking bids from vendors who could supply the DOE with library books and processing within five unique classes: Class A- Library Books and Processing; Class B – Pre-Bound Library Books and Processing; Class C – Subscription Book and Media Services and Processing; Class D – Library Media and Processing; and Class E – Foreign Language Materials. Processing includes, but is not limited to Automation Kits (barcodes, spine labels, etc.), MARC (machine-readable cataloging) records, property labels and theft detection tags.

The bid blanks required that bidders provide a percentage discount off the publisher's list price or the school library price (whichever is lower), the cost of processing for each individual book and the shipping rate. The DOE received bids from fourteen vendors.

In September 2014, the Panel approved four contracts for the services covered in Class A. The bid language stated that the DOE will award contracts to three of more vendors for each of the classes so as to assure a wide variety of available items at all times. The DOE will make information available to schools regarding discount offerings by each vendor in order for schools to make educated purchases.

Perma-Bound was initially found to be non-responsive due to insufficient breadth of catalog for Class A and protested this determination. A protest officer concluded that the DOE's finding Perma-Bound's bid non-responsive was not justified on the grounds that the solicitation did not list breadth of catalog in the award criteria. The protest was therefore upheld and Perma-Bound is hereby recommended as the fifth contract awardee in Class A.

The contract secures discounts off publishers' list prices that average 18 percent before library processing fees. The discounts off publishers' list prices for Class A, which is an estimated 63 percent of the total contract expenditure, averaged 28 percent. This compares with the discount from the contracts pursuant to the previous solicitation for these items, which averaged 29 percent before processing. Processing fees are estimated to be 48 percent lower on a unit basis than those under the previous contract. Discounted pricing in Class A (without processing fees) was also compared to current online pricing for the five most ordered items from last year, and was found to be 10.3 percent lower. On this basis, Perma-Bound's pricing has been determined to be fair and reasonable.

The estimated contract amount is based on prior expenditures and contract usage by both public and non-public schools.

A comprehensive background check of Perma-Bound, including the federal debarment, VENDEX, and the DOE's own vendor records, revealed no significant adverse information. In addition, the vendor has provided satisfactory service under previous contracts with the DOE. Perma-Bound has therefore been determined to be a responsible vendor.

**Item:** 6

**Description:**

Labor and materials for alarm systems in schools.

# REQUEST FOR AUTHORIZATION
# FURNISHING AND INSTALLATION OF DOOR ALARMS – RFB B2549

| Estimated Annual Contract Amount | Funding Source | Contract Term | Options | Estimated Option Amount | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|---|
| $6,115,670 | Tax Levy | One Year | One 270-Day Extension | $4,586,752 | Request for Bids (RFB) | No | Requirements |

| Vendor Name & Address | Estimated Contract Amount |
|---|---|
| Maximum Security Group, Inc.<br>31-03 51st St.<br>Woodside, NY 11377 | $5,532,670 |
| Megamax Voice & Data, Inc.<br>6914 15th Ave.<br>Brooklyn, NY 11228 | $583,000 |

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

## PURPOSE

Authorization is requested to contract with Maximum Security Inc. and Megamax Voice and Data Inc. to offer the furnishing, repair, replacement and installation of audible door alarms to all schools, particularly Elementary schools and those housing District 75 programs, in compliance with new City Council Legislation (Avonte's Law).

## DISCUSSION

This Request for Bids (RFB) was advertised for seven days in the City Record and on the DCP web site. The scope of work includes the labor, material, and supervision necessary to provide and install audible door alarms at specified DOE locations. The RFB covered 11 aggregate classes, assigned by district and geographical areas: Aggregate Classes 1 & 2 cover the Bronx; Classes 3, 4, and 5 – Queens; Classes 6 and 7 – Manhattan; Classes 8, 9, and 10 – Brooklyn; and Class 11 – Staten Island.

Bids were received from two vendors. Classes 1-5 and 11 each received one bid; Classes 6-10 received two each.

Maximum Security is the low bidder on all 11 classes and the sole bidder for 6 classes. Due to Maximum's capacity they are recommended for the award of 10 classes. DSF determined that this vendor does not have a sufficient number of licensed locksmiths (required for all lock work) to service all classes. Maximum will be assigned classes 1 - 5 and 11 for which they are the sole bidder and classes 7, 8, 9 and 10. Megamax Voice and Data, the only other bidder for classes 6 - 10, is recommended for award of class 6 where the DOE will achieve the lowest cost difference. The difference between the two vendors' pricing for class 6 is less than 5%.

Vendor outreach revealed that the RFB yielded only minimal competition because of its locksmith license certification requirements. The Department of Consumer Affairs requires that the party performing this work be licensed for all lock work (which includes the handling and managing of keys). These requirements ensure that the contractor satisfies the minimum professional standards for workmanship and knowledge. Qualification meetings with each vendor determined that they have satisfied all bidding requirements and that each has the organizational capacity to service their

respective classes. A review of the vendors' respective financial statements revealed no risk associated with doing business with either and VENDEX shows no cautions or liens for each vendor. Neither Maximum nor Megamax has contracted with the DOE in the past, but references from the Department of Homeless Services and the New York City Police Department indicate satisfactory performance by each.

Background checks of Megamax and Maximum revealed no significant adverse information. Both vendors have therefore, been determined to be responsible.

A comparison to market prices from two other vendors who received the bid's technical specifications, without the consideration of location or quantity, submitted pricing that ranged from 71 to 545 percent higher than pricing received from Maximum Security and Megamax. Even after accounting for the cost efficiencies enabled by the volume of work captured by the bid, the pricing received from both vendors is determined to be fair and reasonable.

**FURNISHING AND INSTALLATION OF DOOR ALARMS – B2489**

| Contractor Name | Total Contract Value |
|---|---|
| AGGREGATE CLASS 1 | |
| **Maximum Security Group** | **$560,064** |

| AGGREGATE CLASS 2 | |
|---|---|
| **Maximum Security Group** | **$605,165** |

| AGGREGATE CLASS 3 | |
|---|---|
| **Maximum Security Group** | **$598,767** |

| AGGREGATE CLASS 4 | |
|---|---|
| **Maximum Security Group** | **$504,432** |

| AGGREGATE CLASS 5 | |
|---|---|
| **Maximum Security Group** | **$556,159** |

| AGGREGATE CLASS 6 | |
|---|---|
| Maximum Security Group | $559,143 |
| **Megamax Voice & Data** | **$583,000** |

| AGGREGATE CLASS 7 | |
|---|---|
| **Maximum Security Group** | **$601,873** |
| Megamax Voice & Data | $632,000 |

| AGGREGATE CLASS 8 | |
|---|---|
| **Maximum Security Group** | **$601,873** |
| Megamax Voice & Data | $632,000 |

| AGGREGATE CLASS 9 | |
|---|---|
| **Maximum Security Group** | **$601,873** |
| Megamax Voice & Data | $632,000 |

| AGGREGATE CLASS 10 | |
|---|---|
| **Maximum Security Group** | **$675,040** |
| Megamax Voice & Data | $715,000 |

| AGGREGATE CLASS 11 | |
|---|---|
| **Maximum Security Group** | **$227,426** |

**Item:** 7

**Description:**

Amendment to a contract to support for the implementation and roll out of full day pre-kindergarten.

## REQUEST FOR AUTHORIZATION TO AMEND A CONTRACT WITH ACCENTURE, LLP FOR UPK ROLLOUT

| Contract Amount | Funding Source | Contract Term | Procurement Method | Retroactive? | Contract Type |
|---|---|---|---|---|---|
| **Original:** $1,751,485<br>**Prior Amendment:** $174,840<br>**This Amendment:** $232,033<br>**New Total:** $2,158,358 | Tax Levy & Reimbursable (This Change Reimbursable only.) | Original: 4/1/2014-10/31/2014<br>1st Amendment: 10/1/2014-11/7/2014<br>2nd Amendment 11/3/2014-1/31/2015 | Contract Amendment | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | Accenture, LLP<br>1345 Avenue of the Americas<br>New York, NY 10105 |

| Contract Manager / Lead Contracting Officer | Division of Contracts & Purchasing Contact |
|---|---|
| Josh Wallack<br>Chief Strategy Officer | James McBride<br>Chief Administrator |

### PURPOSE

Authorization is requested to amend a contract with Accenture, LLP that provides support for the implementation and roll out of Pre-K for All, the City's plan for expanding the availability of high-quality Universal Prekindergarten (UPK) services. Work began on November 3, 2014

### DISCUSSION

Through Pre-K for All, the City and DOE committed to significantly improving the quality of UPK instruction and increasing the number of seats by approximately 50,000. Starting with the 2014-2015 school year, the DOE is converting already existing half-day programs to full-day and creating new full-day programs by leveraging both public schools and community-based early childhood centers throughout the city.

Under this contract, Accenture has developed capabilities, processes, tools and structures to manage the project, established milestones and metrics, identified and managed existing and potential risks, provided data-driven decision support, developed issue escalation plans, monitored and reported on progress, supported interagency coordination and supported its ongoing rollout. Overall management support for the project focused on permitting and site preparation, enrollment and outreach, and monitoring and evaluation. Working with the DOE, interagency working groups and other key stakeholders, Accenture focused on four critical tasks: Developing Processes and Capabilities for Program Delivery; Supporting Interagency Coordination; Supporting Management of Plan Rollout and Tracking Operations; and New Development and Production Support for the "Briana" Microsoft Dynamics Outreach System.

Under a previous amendment, Accenture supported planning for the 2015 UPK expansion. This included developing tools and structures to help manage the project, establishing recommended milestones and metrics, anticipating roadblocks based on lessons learned from 2014, and developing a plan that specifically addressed

those lessons learned, that supported interagency coordination and supported the ongoing roll out. Accenture also provided data systems support by documenting the needs of the Division of Early Childhood to support the operations of UPK including tracking information such as: contract information, budget, contracting, permitting, violations, teacher hires/certifications, enrollment, and quality assessments.

This amendment provides for transitioning program management of the overall 2015 workplan to the DOE. This will be accomplished by using the tools and structure established for the Universal Pre-K program. Accenture will also transition the day-to-day data systems work driven by the implementation and modifications to data systems, which will improve process flows and create efficiencies for 2015.

Pricing is based on the additional hours required and is consistent with the rates in the original Agreement and therefore determined to be fair and reasonable.

VENDEX reports two cautions:

- In 2007, the U.S. Department of Justice (DOJ) intervened in a civil "qui tam" action (a legal mechanism for a private individual who assists a prosecution to receive some of the penalty imposed against a defendant) against Accenture and several of its indirect subsidiaries. The complaint alleged that, in connection with work for the U.S. federal government, Accenture received payments, resale revenue, or other benefits as a result of, or otherwise acted improperly in connection with, alliance agreements maintained with technology vendors and others in violation those contracts and/or applicable law or regulations. The suit alleged that these amounts and relationships were not disclosed to the government in violation of the Federal False Claims Act and the Anti-Kickback Act, among other statutes. Accenture cooperated with the DOJ and on September 9, 2011, Accenture entered into an agreement to settle the lawsuit making a payment of $64 million.

- In 2011, the NYC Department of Investigation (DOI) requested information regarding benefits Accenture received from certain technology vendors through "alliance agreements" with those vendors. Through these agreements, Accenture, as a system integrator, received compensation from IT vendors when Accenture's client (NYC) purchased products or services from one of those vendors. A review showed that Accenture had received $607,598 in such compensation under two contracts with DOITT from 2002 to 2004. While Accenture asserted that the payments were proper, in 2012, it agreed to reimburse the City the entire $607K.

In addition, the DOE is aware of the following information reported in news media:

- In 2013, the U.S. Postal Service Inspector General's Office wrote that Accenture had "demonstrated an absence of business ethics" and said that the agency should consider terminating the firm's more than $200 million in contracts. The report relied heavily on the DOJ matter, above. The U.S. Postal Service rejected the recommendation from its inspector general, indicating that neither suspension nor debarment of the company from future contracts is warranted as no other federal agency had blocked Accenture from government work because of the settlement, that Accenture had corrected problems with its cost estimating system, and had "provided assurances to Postal Service Management of operating with transparency, integrity and openness in their business dealing."

- In 2011, Wellogix was awarded $94.4 million (later reduced to $44 million) in a lawsuit against Accenture alleging trade secret infringement. The suit represents one of the ten largest trade secret judgments and was affirmed in early 2014 on appeal.

- In 2004, Accenture was hired by the Wisconsin Elections Board to build a state voter registration system. At the time, Accenture also was accused of mismanaging a voter-list project in Florida. Accenture denied being at fault (on the Wisconsin contract), but agreed to pay back or forego a total of $6 million. Accenture had similar projects cancelled by Colorado, Florida, Kansas and Wyoming. None of these

project cancellations involved contracts being terminated for cause and Accenture has worked with Florida, Kansas, and Wisconsin since that time.

- News reports indicate several contract terminations by government agencies, however, to our knowledge none of the matters involved a contract default.

In light of the resolution of these matters, the fact that they related to issues of performance on contracts for work substantially different from that provided to the DOE, and that Accenture employs 293,000 people in 56 countries and generated $28.6 billion in 2013, the DOE does not believe these matters preclude a determination that the vendor is responsible.

**Item:** 8

**Description:**

Amendment to a contract for evaluation services for after school and youth development programs competitively awarded through the 21st Century Community Learning Centers Grant.

# REQUEST FOR AUTHORIZATION TO AMEND THE CONTRACT WITH L&G RESEARCH & EVALUATION CONSULTING, INC. TO PROVIDE PROFESSIONAL EVALUATION SERVICES TO THE 21ST CCLC SITES

| Estimated Annual Contract Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| Original Contract: $311,882<br>Contract Increase: $395,088<br>Total: $706,970 | New York State Education Department (NYSED) | One Year (7/1/14 – 6/30/15) | None | Vendor named in Grant per Section 1-03 (b) of DOE Procurement Policy & Procedures | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | L&G Research & Evaluation Consulting, Inc.<br>1136 East 37th Street<br>Brooklyn, NY 11210 |

| Contract Manager | Lead Contracting Officer | Division of Contracts and Purchasing Contact |
|---|---|---|
| Angie Guo<br>Senior Operations Manager<br>Office of Safety and Youth Development | Robert Weiner<br>Chief Operating Officer<br>Office of Safety and Youth Development | Denesia Stroom-Blair<br>Procurement Analyst<br>Central Office Procurement |

## PURPOSE

Authorization is requested to amend a contract with L&G Research & Evaluation Consulting, Inc. (L&G) to provide evaluation services for after school and youth development programs. The contract was competitively awarded through the New York State Education Department (NYSED) 21st Century Community Learning Centers (21st CCLC) Grant by district or, in some cases in which the DOE works with priority schools across more than one district, a consortium of districts.

## DISCUSSION

L&G was awarded a contract to provide program evaluation services to 16 schools in the District 3/7 Consortium, the District 4/5 Consortium, District 11, and District 27. The original contract provided for one year of services at $311,882. However, L&G was subsequently awarded $395,088 in additional funding through the 21st CCLC Grant.

These services will follow the guidelines set forth in the NYSED Evaluation Manual and will comply with all New York State and federal reporting and accountability mandates for the 21st CCLC programs. The process will include an assessment of each 21st CCLC site, an implementation evaluation to ensure that all sites are working toward the project goals and objectives set forth in the grant, and an impact/outcome evaluation, which will measure the program's impact on student learning and behavior and community involvement.

This amendment is retroactive because approval for funding was not received from NYSED until November 2014.

The contract manager's office has experience with the vendor providing these services and confirms that they have performed satisfactorily. DCP reviewed information regarding the vendor's background in the DOE files and VENDEX systems 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 NYSED 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:** 9

**Description:**

Amendment to a contract for academic support for students at the Bronx High School for the Visual Arts.

# AMENDED REQUEST FOR AUTHORIZATION TO CONTRACT WITH RAINBOW AFTER SCHOOL PROGRAM, INC. TO PROVIDE ACADEMIC SUPPORT TO BRONX HIGH SCHOOL OF VISUAL ARTS

| Estimated Annual / Total Contract Amounts | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $70,000 | New York State Education Department (NYSED) | One Year (7/1/13 – 6/30/14) | N/A | Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | Rainbow After School Program, Inc.<br>880 Thieriot Avenue, Suite 1F<br>Bronx, NY 10473 |

| Contract Manager | Lead Contracting Officer | Division of Contracts & Purchasing Contact |
|---|---|---|
| Angie Guo<br>Senior Operations Manager<br>Office of Safety and Youth Development | Robert Weiner<br>Chief Operating Officer<br>Office of Safety and Youth Development | Denesia Stroom-Blair<br>Procurement Analyst<br>Central Office Procurement |

## PURPOSE

Authorization is requested to contract with Rainbow After School Program, Inc. (Rainbow) for the purpose of making payment for services previously rendered. Rainbow provided overall academic performance support and prepared students for college at Bronx High School for the Visual Arts in Community School District 11 (Bronx).

## DISCUSSION

A prior Request for Authorization was approved by the Panel for Educational Policy (PEP) on March 18, 2014. Subsequently, this office received information while conducting a background check related to another contract which led the Department of Education (DOE) to pull the contract registration package for this contract back from the Comptroller pending the outcome of the responsibility determination for the other contract. Ultimately, the DOE determined that Rainbow After School is a non-responsible vendor.

Nonetheless, Rainbow provided youth and community development services to 85 students during the 2013-2014 school year. Students engaged in activities geared towards promoting sportsmanship, competition, and college readiness. Programs included cheerleading, track and field practice sessions and competitions, as well as college readiness preparation, which included all aspects of the application process, including college tours. All planned activities were geared toward the improvement of students' overall academic performance.

The DOE performed a comprehensive background check on Rainbow in connection with its proposal to provide Universal Pre-Kindergarten services (UPK).That background check revealed billing and performance problems that had occurred under Rainbow's contract with the New York City Housing Authority (NYCHA). As a result of these findings, the Department of Education determined Rainbow to be non-responsible and did not award the company a UPK contract. Notwithstanding, this contract is

being submitted solely for the purpose of payment for services that were satisfactorily provided by Rainbow in connection with this procurement.

A competitive sealed bid was not done 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 these services provided by another party would be contrary to the grant. Pricing for the contract services was established as part of the grant submission and award.

**Item:** 10

**Description:**

Additional funding for data management system changes to support NYCDOE enrollment processes and provide fair and equitable student enrollment opportunities.

# REQUEST FOR AUTHORIZATION TO AMEND VANGUARD DIRECT'S CONTRACT TO PROVIDE TOOLS TO MANAGE ENROLLMENT PROCESSES

| Contract Amount | | Funding Source | Contract Term | Procurement Method | Is Amendment Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| **Original:** | $9,723,472 | Tax Levy, Capital, & Reimbursable (This Change Tax Levy and Reimbursable only.) | 7/1/13 - 6/30/15 | Contract Amendment | Partially (Category 3 - $93,519) | Full Value |
| **Two-Year Extension:** | $3,713,374 | | | | | |
| **Prior Amendments:** | $8,165,561 | | | | | |
| **This Amendment:** | $994,033 | | | | | |
| **New Amended Total:** | $22,596,440 | | | | | |

| | |
|---|---|
| **Vendor Name & Address** | Vanguard Direct<br>519 8th Avenue, 23rd Floor<br>New York, NY 10118 |

| Contract Manager / Lead Contracting Officer | Division of Contacts & Purchasing Contact |
|---|---|
| Eduardo Contreras<br>Chief Operating Officer<br>Office of Student Enrollment | James McBride<br>Central Procurements |

## PURPOSE

Authorization is requested to amend a contract with Vanguard Direct, adding $994,033 to expand the Student Enrollment Management System (SEMS).

## DISCUSSION

Originally procured through a Request for Proposals (RFP) in 2008, this contract provides for the development and maintenance of a data management system and algorithm to help assign students to DOE school programs, along with various supports for the administration of DOE enrollment processes. The contract has two significant and distinct parts: (1) development, maintenance, and operation of a computer system called the Student Enrollment Management System (SEMS) for the management of student enrollment processes, and (2) printing and distribution of student enrollment forms and retrieval of completed forms, as well as entering of application data and choice information into the system.

The base contract had a term of five years plus two renewal options, each for two years. For years 2013-2014 and 2014-2015, a two-year renewal option has been exercised. While the contract provides for fixed prices for system development, costs for maintenance, printing, shipping, and data entry services are billed based on usage.

Prior contract amendments added and changed a range of functionalities and increased the contract amount by $8,165,561. Specifically, the system was changed to accommodate:

1) policy changes driven by Community Education Councils, parents, and schools, including an overhaul of the process for determining student eligibility and an expansion of the enrollment system to create web-based requests for testing for gifted and talented, middle school choice, and high school admissions, significantly facilitating this process for families.
2) a helpdesk that handles questions and issues from parents and schools,
3) a centralized Kindergarten admissions process, and
4) other data management adjustments to support these changes.

The scope of the system has been significantly expanded to include students for whom enrollment processes did not exist in 2008. For example, the enrollment system was expanded to include access for private/parochial schools, discrete district- and school-based middle school choice processes and kindergarten admissions lotteries were developed, and charter applications were integrated, allowing families to see a complete range of options and rank all district and charter programs on the kindergarten application. New changes are required to make SEMS a single integrated system that serves all pre-kindergarten programs, including those housed in public schools as well as programs in Community Based Early Childhood Centers (CBECCs), so that students can submit a single application and receive a single offer.

The system will also need to be altered in response to new mandates from the U.S. Department of Justice (DOJ) regarding testing accommodations for English Language Learners (ELLs), recent changes in State law affecting the use of State test scores as admissions criteria, as well as a Chancellor initiative to increase diversity in the City's schools. Also included in the changes to the system (and the only requirement that is retroactive), are changes to accommodate a new State law about the use of standardized test scores as a selection criteria for admissions (Category 3). These requirements are discussed below:

| # | Category | Details | Tax Levy | Reimburs-able |
|---|---|---|---|---|
| 1 | **Pre-Kindergarten Enrollment Process** | A centralized admissions process for Universal Pre-Kindergarten for public schools and CBECCs was not considered in the original contract. Several improvements/alterations are required:<br><br>Families will have the ability to apply for not only existing Pre-k programs, but also additional new school/CBECC programs. SEMS will need to manage an additional 1,400+ non-DOE administered programs, while allowing these organizations to maintain their autonomy in admissions. In the end, families will have the ability to search and access information about all available Pre-K programs in their communities. | - | $658,653 |
| 2 | **Department of Justice's new mandates for English Language Learners (ELLs)** | Mandated changes to how English Language Learners are identified and accommodated in the High School and Middle School Choice Admission Processes will require adjustments and additions to SEMS, such that ELL students will not be disadvantaged in admissions, tests, and auditions. SEMS will be enhanced so that ELLs' data can be entered in the system to inform accommodations during tests and auditions. SEMS will generate test/audition tickets with all specifications so that schools can be prepared to accommodate ELL students' needs. | $94,558 | - |
| 3 | **Changes to accommodate new State Law about use of standardized test scores as selection criteria for admissions** | A new State law prohibits school districts from making student promotion or placement decisions based solely or primarily on student performance on the State-administered standardized English language arts (ELA) and mathematics assessments in order to accommodate other bases for student placement. Changes and additions to the SEMS infrastructure, including more sources of data, are necessary. These changes will allow consideration of new admission metrics/ criteria, such as attendance/punctuality data and other course grades with a variety of scoring methods. | $93,519 | - |
| 4 | **Chancellor's Diversity Policy Initiative** | Schools would like to be able to assign a percentage of their seats to specific groups of students (i.e., district, ELL, FRL) after siblings and Pre-K students have been admitted. This will require a new set of embedded seat targets inside each existing priority group while building in flexibility features so that schools can address the specific diversity issues in their communities. | $147,303 | - |
| | | | **$994,033** | |

Pricing for this work has been determined to be fair and reasonable on the basis that the unit prices (hourly rates) are the same as those in the base contract. A background check of Vanguard Direct, including VENDEX, System for Award Management (SAM.gov), and DCP's own records, revealed no significant adverse information. Accordingly, the vendor has been determined to be responsible.

**Item:** 11

**Description:**

After school services for students in temporary housing.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH BIG EDUCATIONAL FUNDAMENTALS TO PROVIDE AFTERSCHOOL PROGRAMS TO STUDENTS IN TEMPORARY HOUSING (STH)

| Estimated Annual / Total Amount | Funding Source | Contract Term | Procurement Method | Contract Retroactive | Contract Type |
|---|---|---|---|---|---|
| $80,000 | McKinney-Vento Education for Homeless Children and Youth Grant | One Year | Vendor Named in Grant, Per Section 1-03(b) of DOE Procurement Policy & Procedures | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | B.I.G. Educational Fundamentals<br>175 Hancock Street<br>Brooklyn, NY 11216 |

| Contract Managers | Lead Contracting Officer | Division of Contracts & Purchasing Contact |
|---|---|---|
| Angie Guo / Brian Tam<br>Senior Operations Manager / Operations Coordinator<br>Office of Safety and Youth Development | Robert Weiner<br>Chief Operating Officer<br>Office of Safety and Youth Development | Denesia Stroom-Blair<br>Procurement Analyst<br>Central Office Procurement |

## PURPOSE

Authorization is requested to contract with B.I.G. Educational Fundamentals to provide after-school services to Students in Temporary Housing (STH) located in North Brooklyn.

## DISCUSSION

The B.I.G. Educational Fundamentals after-school program will provide services to 20-24 boys in grades 6-8 who currently reside in temporary housing. The program will include services such as leadership development, college and post-secondary planning sessions, tutoring, and homework assistance.

Leaderships development sessions will be held on Saturdays at Boys and Girls High School and will include goal setting, decision making, and communication and social skills. Tutoring and homework assistance will be provided on Tuesdays, Wednesdays, and Thursdays for three hours per day as academic support to the students. College and post-secondary visits will include day trips to SUNY Farmingdale, Harvard, and SUNY Maritime, as well as overnight trips to Bowie, Morgan, and Maryland State Colleges, and a historically black colleges and universities tour.

This contract is retroactive because various revisions to the program delayed the vendor in submitting the necessary documentation.

DCP reviewed information regarding the vendor's background in the DOE files and VENDEX systems 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 federal grant under the McKinney-Vento Homeless Assistance Act specifically named this vendor for the amount stated above. To have the services provided by another party would be contrary to the grant.

**Item:** 12

**Description:**

Development and implementation of strategies and programs that facilitate enrollment, attendance and success in schools with homeless children and youth.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH RESEARCH FOUNDATION OF STATE UNIVERISTY OF NEW YORK ON BEHALF OF FARMINGDALE STATE COLLEGE

| Estimated Annual / Total Amount | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| $100,000 | New York State Education Department (NYSED) | One Year (7/1/14 - 6/30/15) | None | Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures | Yes | Full Value |

| | |
|---|---|
| **Vendor Name & Address** | Research Foundation of SUNY on Behalf of Farmingdale State College<br>2350 Broad Hollow Road<br>Farmingdale, NY 11735 |

| Contract Manager | Lead Contracting Officer | Division of Contracts & Purchasing Contact |
|---|---|---|
| Angie Guo<br>Senior Operations Manager<br>Office of Safety and Youth Development | Robert Weiner<br>Chief Operating Officer<br>Office of Safety and Youth Development | Denesia Stroom-Blair<br>Procurement Analyst<br>Central Office Procurement |

## PURPOSE

Authorization is requested to contract with the Research Foundation of SUNY on behalf of Farmingdale State College (Farmingdale) to provide services to the DOE under the McKinney-Vento Education of Homeless Children and Youth Grant.

## DISCUSSION

The McKinney-Vento Grant provides funding for the development and implementation of strategies and programs that facilitate the enrollment, attendance, and success in schools of homeless children and youth. Farmingdale College's Preparatory Program for At-Risk Youth will provide the following services:

- Study Hall – Extended learning sessions for 15-45 students; geared to assist with study skills and provide tutoring services where needed.
- Critical & Strategic Thinking – Sessions with 15-45 students per group; touch on five essential components of individual and team strategic thinking (Brainstorming, Participation, Emotion, Atypical Thought, and the Power of Questions).
- Film & Technology Academy – Students will learn to write screenplays for short films on which they will work as parts of the production team as writers, editors, directors, actors, or camera operators.
- Parenting 101 – Mandatory sessions for the parents of participating students. Topics include teenage violence, Internet safety, gangs, sexual safety, drugs, financial literacy, and financial aid.
- Regents and SAT Prep – Extended-day activities plus two concentrated marathon days in study sessions just before each Regents examination.
- Recreation Activities – Offered as college-credit-bearing classes as participants of Farmingdale's Smart Scholar Early College program.

- Guidance and School Visits – Farmingdale staff function as guidance counselors to the students upon written consent by the parents/guardians, partnering with the school's guidance counselor and classroom teachers.
- Field Trips – Students are granted the opportunity to visit private and public colleges and universities, the United Nations, airports, and other educational settings.

The contract is retroactive because the vendor was added to the grant award after the initial approval of the application and needed additional time to submit an acceptable work plan and budget documents.

A review of the vendor's background in the Division of Contracts and Purchasing'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 McKinney-Vento Education of Homeless Children and Youth 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:** 13

**Description:**

Instructional textbooks and ancillary materials for use in classrooms.

# REQUEST FOR AUTHORIZATION TO CONTRACT WITH VARIOUS VENDORS TO PROVIDE PUBLISHED AND COPYRIGHTED TEXTBOOKS AND ANCILLARY MATERIALS

| Estimated Annual / Total Contact Amounts | Funding Source | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|---|
| See table below. | Reimbursable, Tax Levy | Seven Years | None | Listing Application | No | Requirements |

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

| Contract Manager | Lead Contracting Officer |
|---|---|
| James McBride<br>Chief Administrator<br>Technology & Instructional Material Procurement<br>Division of Contracts and Purchasing | Susan Dick-McKeon<br>Chief Administrator<br>School Based Procurement<br>Division of Contracts and Purchasing |

## PURPOSE

Authorization is requested to contract with the vendors listed below to provide published and copyrighted textbooks and ancillary materials to public and participating non-public schools.

## DISCUSSION

The vendors listed below are the sole providers for the materials they publish. Because these materials cannot be purchased in the open market, a competitive sealed bid process is impractical. The proposed contracts require that the prices the DOE pays be the lowest offered to any client. As such, pricing for these materials has been determined to be fair and reasonable.

The estimated contract amounts are based on prior expenditures and contract usage by various public and non-public schools.

A review of VENDEX, VCIP, federal debarment, and the New York State UCC lien search revealed no significant adverse information regarding these vendors. In addition, their performance under previous contracts has been satisfactory; therefore, these vendors have been determined to be responsible.

| Vendor Name & Address | Description of Products / Services | Estimated Annual / Total Contract Amount |
|---|---|---|
| Cheng & Tsui Company Inc.<br>25 West Street<br>Boston, MA 02111 | Publishes textbooks and workbooks that help students in grades K-12 learn Chinese, Japanese, Korean, and Arabic. | $25,284 / $176,988 |
| CPM Educational Program<br>9498 Little Rapids Way<br>Elk Grove, CA 95758 | Publishes a series of textbooks and DOE-approved test preparation workbooks for students in grades 6–12 in Algebra, Calculus, Geometry, and Trigonometry. | $102,078 / $714,548 |
| Goodheart Wilcox Company Inc.<br>18604 W. Creek Drive<br>Tinley Park, IL 60477 | Provides textbooks, supplemental materials, and workbooks for students in grades 6–12 in Mathematics, Science, Health Sciences, and Culinary Arts. | $89,057 / $623,403 |
| Mosdos Ohr Hatorah – Mosdos Press<br>1508 Warrenville Center Rd.<br>Cleveland Heights, OH 44121 | Publishes a series of Jewish literature anthology textbooks and workbooks for grades K-8. | $141,330 / $989,310 |
| Pro-Literacy Worldwide<br>104 Marcellus Street<br>Syracuse, NY 13204 | Publishes a series of textbooks and workbooks that help students in grades 9–12 in English Language Arts, Mathematics, Science, and Social Studies. Their materials also prepare students for GED tests. | $125,135 / $875,946 |
| Wayside Publishing<br>50 Downeast Drive<br>Yarmouth, ME 04096 | Publishes a series of foreign language textbooks and supplemental materials for grades K-12 in French, Italian, German, and Spanish. Their materials also prepare students for AP tests. | $12,637 / $88,461 |

# Technical Change(s)

# TECHNICAL CHANGE FOR A VENODR APPROVED UNDER A PREVIOUS REQUEST FOR AUTHORIZATION FOR NYSED 21ST CCLC GRANTS

| Funding Sources | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|
| New York State Education Department (NYSED) Grant | One Year | Two 1-Year Options | Vendor named in Grant, per Section 1-03(b) of DOE Procurement Policy & Procedures | Yes | Full Value |

| Contract Manager | Lead Contracting Officer | Division of Contracts & Purchasing Contact |
|---|---|---|
| Angie Guo<br>Senior Operations Manager<br>Office of Safety and Youth Development | Robert Weiner<br>Chief Operating Officer<br>Office of Safety and Youth Development | Denesia Stroom-Blair<br>Procurement Analyst<br>Central Office Procurement |

## PURPOSE

In June 2014, the Panel for Educational Policy (Panel) approved a Request for Authorization (RA) to contract with iLuminate, LLC. to provide services to students at the Monroe Academy of Visual Arts and Design in Brooklyn, NY, under the New York State Education Department 21st Century Community Learning Center Grant.

The table below shows a technical change for the vendor approved by the Panel.

| OLS# | PEP Date | Vendor Name | *Type of Change* | Original | | Revision |
|---|---|---|---|---|---|---|
| 25169 | June 24th | NY Light Productions, LLC | *Vendor Name Change* | iLuminate, LLC | | NY Light Productions, LLC |

# TECHNICAL CHANGES FOR PROVIDERS APPROVED UNDER PREVIOUS REQUESTS FOR AUTHORIZATION OF EARLY CHILDHOOD EDUCATION SERVICES FOR FOUR YEAR-OLDS IN UNIVERSAL PREKINDERGARTEN (2014-2017)

| Funding Sources | Contract Term | Options | Procurement Method | Is Contract Retroactive? | Contract Type |
|---|---|---|---|---|---|
| New York State Education Department (NYSED), Tax Levy | Three Years | Negotiated Service – None<br><br>RFP - Options to Extend for Two 1-Year Periods or One 2-Year Period | Request for Proposal & Negotiated Services | No | Requirement |

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

## PURPOSE

In May, June, July, August, September, October and November of 2014, the Panel for Educational Policy (Panel) approved Requests for Authorization (RA) to contract with vendors to provide high-quality instructional programming as part of the Universal Prekindergarten (UPK) program. Additionally, technical change lists were presented to the Panel in August, September, October, and November of 2014.

The table below shows technical changes for Universal Prekindergarten Service providers approved in previous Panel meetings.

| OLS# | PEP Date | Vendor Name | *Type of Change* | Original | Revision |
|---|---|---|---|---|---|
| 25480 | JUNE | Renanim Manhattan, Inc. | *Vendor Name Change* | Renanim Manhattan, Inc. d/b/a Renanim Daycare Corp. (site: Renanim Daycare Corp.) | Renanim Manhattan, Inc. |
| 25286 | MAY | Renanim Manhattan, Inc. | *Vendor Name Change* | Renanim Manhattan, Inc. d/b/a Renanim Daycare Corp. (site: Happy Days at Riverdale) | Renanim Manhattan, Inc. |
| 25298 | MAY | Public Preparatory Network, Inc. | *Seat Capacity Change* | 36 | *Re-inspected – Capacity increased to 52* |
| 26000 | NOVEMBER | Imagine Early Learning Centers, LLC | *Vendor Name Change* | Imagine Early Learning Center @ The Louis Green and Evelyn Green Davis Child Care Center at Mt. Sinai Medical Center | Imagine Early Learning Centers, LLC |
| 25873 | MAY | Catholic School Region of Northwest & South Bronx | *Seat Capacity Change* | 126 | 2465 Bathgate Ave - Seat decrease to 90. |
| 25873 | MAY | Catholic School Region of Northwest & South Bronx | *Seat Capacity Change* | 18 | 3511 Bainbridge Ave – Seat increase to 36. |