

Contracts Agenda for the Meeting of the Panel for Educational Policy - Wednesday, September 25, 2024

Contract Type	PEP Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term	Agenda Item
Multiple Task Award Contract	Math Related Servies and PD	\$530,000	\$2,650,000	5 Years	1
Multiple Task Award Contract	Professional Development for School Leaders & Teachers (R1179 - RA# 39)	\$90,000	\$450,000	5 Years	2
Multiple Task Award Contract	Student Support Services	\$300,000	\$1,500,000	5 Years	3
Negotiated Services	AP PD and Workshops FY25	\$147,262.50	\$441,787.50	3 Years	4
Negotiated Services	PSAL Track and Field Running Times and Results	\$69,900	\$69,900	2 Years	5
Amendments and Extensions	Price Increase for various Cleaning Supplies	\$81,029.45	\$324,117.80	4 Years	6
Amendments and Extensions	Inspection, Testing, and Certification of Fire Extinguishers	\$498,251	\$498,251	1 Year	7
Amendments and Extensions	AHERA Management	\$871,625	\$871,625	1 Year	8
Amendments and Extensions	Extensions - Affinity Group Organization for FY25	\$9,309,835.96	\$9,309,835.96	1 Year	9
Amendments and Extensions	FY25 COL Earlylearn Extensions 4-07B	\$2,444,465	\$2,444,465	1 Year	10
Amendments and Extensions	FY25 UPK Half Day & UPK Extensions	\$1,224,372	\$1,224,372	1 Year	11
Amendments and Extensions	Library Book Bid Extension	\$3,621,615	\$3,621,615	1 Year	12
Amendments and Extensions	Requirements Contract for the Repair & Replacement of Wood Floors	\$820,345	\$820,345	1 Year	13
MWBE PCM	Field Project Manager	\$364,000	\$182,000	2 Years	14
MWBE PCM	Senior Network Engineer	\$218,400	\$436,800	2 Years	15

Request for Authorization for Math-Related Services and Professional Development
– R1254 (RA18)

Procurement Method: Multiple Task Award Contract per DOE Procurement Policy & Procedures, Section 3-04

Estimated Highest Annual Amount: \$530,000

Estimated Total Amount: \$2,650,000

Funding Source: Tax Levy & City/State Reimbursable

Contract Retroactive? No

Contract Term: 5 Years

Options: One, 3-Year

Options Amount: \$1,590,000

Contract Type: Requirements

RA Number: 11963

Vendor Name: Frank Cunningham Consultancy, Inc.

Vendor Address: 446 15th Street #3R, Brooklyn, NY 11215

Awarded Components: 1,2

Contract Manager: Jessica Kaplan, Deputy Executive Director, Office of Curriculum, Instruction & Professional Learning

Lead Contracting Officer: Jessica Kaplan, Deputy Executive Director, Office of Curriculum, Instruction & Professional Learning

Division of Contracts & Purchasing Contact: Joy Gentolia, Director, Instructional Service Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Curriculum, Instruction and Professional Learning to contract with the above-named vendor to provide system-wide mathematics professional development and coaching services. These services will be provided at the discretion of participating schools, central offices operating on behalf of schools, or consortiums of schools.

Discussion

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

Vendors will provide high-quality, needs-based, and NGMLS-aligned professional development and support instruction for teachers and other staff covering pre-kindergarten through 12th grade. Services will focus on math content, pedagogy, citywide curriculum programs, cognitive and socio-emotional development, research, and best practices, and will include institutes, workshops, seminars, course work, conferences, walk-throughs, and inter-visitations.

A decision was made to contract for these services because it was determined that the DOE does not currently possess the capacity and/or expertise required to meet the objectives of this program in an efficient manner.

Vendors proposed for one or more of the following focus areas: 1) Mathematics Professional Development, 2) Mathematics Consultants/Coaches, or 3) Direct Services to Students.

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

Twenty-two vendors were recommended for contract awards under previous Requests for Authorization, and one is named here.

The recommended vendors' services introduce shifts in pedagogy and provide direction on efficient and effective ways to use student data to inform instructional practices that will improve student achievement and prepare them for college and careers in math. Professional development offerings will provide specific support to schools and teachers for implementing NGMLS, including conceptual understanding, procedural fluency, problem solving, and communication. Program delivery methods include customized workshops, support, and coaching.

Frank Cunningham Consultancy, Inc. ("FCC") provides on-site standards-aligned professional development and coaching aimed at building capacity among grades 3-8 teachers, coaches, and administrators to improve instruction and student outcomes in mathematics. FCC's services focus on differentiated instruction, curriculum development, problem solving, and use of data to inform best practices. Programs are designed to foster an atmosphere of collaboration and feature individual and small-group coaching, classroom observations, and lesson modeling tailored to the needs of each participating school. Services include a pre-implementation school evaluation and planning sessions, along with subsequent progress monitoring.

Pricing for FCC was determined to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

The estimated annual amount for FCC is based on their previous contract expenditures for similar services.

The Multiple Task Award Contract 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.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization for Professional Development for School Leaders and Teachers – R1179 (RA39)

Procurement Method: Multiple Task Award Contract per DOE Procurement Policy & Procedures, Section 3-04

Estimated Highest Annual Amount: \$90,000

Estimated Total Amount: \$450,000

Funding Source: Tax Levy & City/State Reimbursable

Contract Retroactive? No

Contract Term: 5 Years

Options: One, 3-Year

Options Amount: \$270,000

Contract Type: Requirements

RA Number: 12010

Vendor Name: Teaching Lab

Vendor Address: 1802 Vernon St. NW, PMB 533, Washington, DC 20009

Awarded Components: 1,2, & 5

Contract Manager: Ilene Cohen, Executive Director, Office of Curriculum, Instruction & Professional Learning

Lead Contracting Officer: Ilene Cohen, Executive Director, Office of Curriculum, Instruction & Professional Learning

Division of Contracts & Purchasing Contact: Daniel Morales, Procurement Analyst, Instructional Service Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Curriculum, Instruction and Professional Learning to contract with the above-named vendor to provide Professional Development (“PD”) for school leaders and teachers. These programs will be provided at the discretion of participating schools, central offices operating on behalf of schools, or consortiums of schools.

Discussion

PD for school leaders and teachers is necessary to support instructional strategies that are designed to increase students’ learning and academic success. These PD services include developing educators’ expertise in integrating process and content for academic counseling services, sustainable leadership, postsecondary readiness, and improved teaching practices. The awarded vendors will provide PD to school leadership and instructional staff across content areas, with an overall focus on improving the classroom environment for learning and leadership development, while providing best and culturally responsive practices to prepare students for the challenges of postsecondary education and work. Awarded vendors will also assist administrators in understanding the concepts of sustainable leadership, particularly in an environment where principals have discretion in decision-making and are accountable for student success.

Vendors proposed for one or more of the following five (5) focus areas: 1) Leadership Development; 2) Curriculum Development; 3) Postsecondary Readiness; 4) Conflict Resolution and Classroom Management; and 5) Data-Driven Decision-Making and Teacher Effectiveness.

Proposals were received by an Evaluation Committee consisting of former teachers and principals, literacy coaches, math coaches, program directors, or operations staff from DOE central offices. To

ensure consistency, a training session was conducted for all committee members where they received an overview of the process and scoring rubric. Proposals were scored based on: Program Plan (25 points); Organizational Capacity (25 points); Pricing (25 points); and Demonstrated Effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Eighty-nine vendors were recommended for contract awards under previous Requests for Authorization, and one is recommended here.

Recommended vendors offer instructional programs and job-embedded PD, including teacher and leader effectiveness training. These services help schools improve classroom instruction through focused conversations and data-driven inquiry and decision making. Program delivery methods include à la carte service packages, workshops, and coaching.

Teaching Lab offers to provide their "Head, Heart, and Habits" PD model which includes cycles of coaching, observations, focused and actionable feedback to help improve teaching and learning and create a culture of inquiry. The course for school leaders focuses on supporting teachers with inquiry cycles and instructional methods, highlighting the crucial role of principals in student achievement and equity. It includes comprehensive sessions to develop internal coaching skills among lead teachers, assistant principals, and instructional coaches. Emphasizing evidence-based practices, the course covers leading department meetings, professional learning, lesson planning, progress monitoring, data analysis and job-embedded teacher coaching.

Pricing for Teaching Lab was determined to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

The estimated annual contract amount for Teaching Lab is based on the minimum amount for new vendors for PD for School Leaders and Teachers requirements contracts of \$30,000 per service component.

A decision was made to contract for these services because it was determined that the DOE does not currently possess the capacity and/or expertise required to meet the objectives of this program in an efficient manner.

The Multiple Task Award Contract 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.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization for Student Support Services – R1151 (RA 50)

Procurement Method: Multiple Task Award Contract per DOE Procurement Policy & Procedures, Section 3-04

Estimated Highest Annual Amount: \$300,000

Estimated Total Amount: \$1,500,000

Funding Source: Tax Levy & City/State Reimbursable

Contract Retroactive? No

Contract Term: 5 Years

Options: One, 3-Year

Options Amount: \$1,230,000

Contract Type: Requirements

RA Number: 12011

Awarded Service Component(s): See Table Below

Vendor Name: See Table Below

Vendor Addresses: See Table Below

Contract Manager: Alex Lim, Senior Operations Manager, Office of Safety and Youth Development

Lead Contracting Officer: Robert J. Weiner, Chief Operating Officer, Office of Safety & Youth Development

Division of Contracts & Purchasing Contact: Bryan E. Hester, Procurement Analyst, Instructional Service Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Safety and Youth Development (“OSYD”) to contract with the below-named vendors to provide direct student support services and increase opportunities for educational enrichment. These programs will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools.

Discussion

Vendors proposed one or more of the following 19 components: 1) Leadership Development and Civic Engagement, 2) Individual Counseling, 3) Group Counseling, 4) Mentoring, 5) Recreation/sports, 6) College/post-secondary Planning, 7) Career Awareness and the World of Work, 8) Conflict Resolution/Peer Mediation, 9) Violence Prevention/Student Safety, 10) Bullying Prevention, 11) Substance Abuse and Problem Gambling Prevention and Intervention, 12) Internet Safety, 13) School Attendance Improvement, 14) Family Support Services, 15) Tutoring/homework Assistance, 16) Study/test-taking Skills, 17) Academic Skills Enhancement, 18) Thematic Projects, and 19) Family Literacy. Services may take place on- or off-site during the school day, after-school, or on non-school days. Non-school days include weekends, summer break, and vacation breaks during the school year.

Proposals were distributed to an Evaluation Committee that included former Principals, Assistant Principals, Teachers, Guidance Counselors, Instructional Specialists, Operations Analysts, Grant Managers and Directors from OSYD, Office of Post-Secondary Readiness, Office of Community Schools, the Office of School Wellness, and the Division of Family and Community Engagement. To ensure scoring consistency, a training session was conducted for all committee members where they received an overview of the process and scoring rubric. Proposals were scored based on the following criteria: Program Plan (35 points); Organizational Capacity (20 points); Pricing (25 points); and Demonstrated Effectiveness (20 points). Successful vendors were required to achieve a minimum score of 80 points.

One hundred twenty-seven vendors were recommended under previous Requests for Authorization, and three are presented here.

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

HeyTutor, Inc. offers in-person, standards-aligned tutoring in English Language Arts (“ELA”) and mathematics for K-12 participants designed to identify learning gaps and provide remediation based on student needs in collaboration with school staff. Services include assessments, progress monitoring, and are designed to adapt to the curricula preferred by the participating school(s) or districts.

Rocking the Boat, Inc. offers on-water and place-based activities that address topics from leadership skills development and sports/recreation, to career exploration and academic skills enhancement in areas such as environmental science, among others, through hands-on, project-based programming. Service options of varying lengths often leverage Bronx River locations for services.

Tomorrow’s Leaders NYC, Inc. provides a comprehensive menu of services focused on improving outcomes for traditionally underserved, over-aged, under-credited youth in at-risk communities. Programs aim to reduce instances of negative behaviors to foster a safe learning environment that enables students to prioritize skill building in leadership and academics. Services aid students in their post-secondary and career planning pathways.

Pricing for all three vendors was determined to be fair and reasonable based on a comparison with hourly rates for like services by vendors contracted under similar solicitations.

The estimated annual contract amount for each vendor is based on the amount for new vendors with a student support services MTAC contract of \$30,000 per awarded service component.

The Multiple Task Award Contract 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 the demand for such services and to offer a choice among vendors.

Vendor Names & Addresses	Component(s)	Estimated Annual / Total Amount
HeyTutor, Inc. 8939 S Sepulveda Boulevard Los Angeles, CA 90045	15	\$30,000 / \$150,000
Rocking the Boat, Inc. 812 Edgewater Road Bronx, NY 10474	1, 5, 7, 17	\$120,000 / \$600,000
Tomorrow’s Leaders NYC, Inc. 653 Schenck Avenue Brooklyn, NY 11207	1, 6, 7, 9, 15	\$150,000 / \$750,000

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization to Contract with College Entrance Examination Board
D/B/A The College Board for Advanced Placement Professional Development
Services and Workshops

Procurement Method: Negotiated Services Contract per DOE Procurement Policy & Procedures, Section 3-08

Estimated Highest Annual Amount: \$147,262.50

Estimated Total Amount: \$441,787.50

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 07/01/2024 – 06/30/2027; 3 Years

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 11898

Vendor Name: College Entrance Examination Board d/b/a The College Board

Vendor Address: 250 Vesey Street New York, NY 10281

Contract Manager: Deonca Renee, Executive Director of Advanced Opportunities, Division of School Leadership

Lead Contracting Officer: Joanna Charles, Director of Operations, Division of School Leadership

Division of Contracts & Purchasing Contact: Camella Fairweather, Procurement Analyst, Central Office Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization to contract with the College Entrance Examination Board d/b/a The College Board (“College Board”) to provide Advanced Placement (“AP”) professional development services and workshops related to the AP Team.

Discussion

In 2015-2016, 141 schools in New York City did not offer any AP courses, with another 188 schools offering between one and four AP courses. Recognizing the disparity in access to AP classes, the AP Team was formed with the goal to expand access. There was an increase as a result of the supports provided with 93% of students having access to AP courses. The DOE is currently working to ensure that this data does not return to status quo. To accomplish this goal, the AP Team seeks to continue supporting access to AP courses by providing necessary supports to schools to improve student performance on AP exams. The AP Team’s model provides schools with support that goes beyond simply setting up new courses.

To ensure that the AP Team is able to continue providing our schools, families, and students with the highest quality service, it is necessary to expand and diversify the program’s offerings. In 2016, the AP Team worked with 63 high schools. Now entering the 2024-25 school year, the team works to support all school districts with AP programming. With this larger portfolio of schools, there is an ever-growing list of needs that requires outside partners to meet these growing demands.

The AP Team is working diligently to support AP access for students by ensuring that AP teachers have access to crucial professional learning and is requesting to work with College Board to access their AP Professional Development workshops. This includes AP Professional Development for AP Capstone (Seminar and Research), which is mandatory for opening the AP Capstone courses. These

sessions are designed to complement and enhance the discipline-specific study in AP courses. The AP Professional Development workshops are intended to help educators prepare, inspire, and connect high school students with the opportunity to earn college credits. These workshops help teachers, guidance counselors, and administrators stay abreast of pertinent tools, techniques, data interpretation, and pedagogy necessary to help students meet these goals. These services are critical and necessary to the success of new and continuing AP teachers and programs.

New AP teachers are expected to understand all aspects of the AP course they teach. To that end, the College Board has created the Course and Exam Description (“CED”), which includes all learning standards, unit guides, sequencing, pacing, core skills, and an overview of the exam. The learning curve for teaching AP course content, the requirements, and exam structures is extremely time consuming and essential for providing students meaningful success in the course(s). The College Board AP professional development sessions include a deep dive into the CED with a focus on teaching strategies, the exam, and required course content. Teachers are better prepared to support student success after completing a College Board AP professional development session.

A Negotiated Services contract is the best method of procurement to secure these services from the College Board because they are the sole proprietor of the AP exams. They certify all official training for Advanced Placement through an annual course audit process, including Content Workshops and AP Summer Institute. Official AP Professional Development needs to be conducted by certified instructors from the College Board. Additionally, the College Board has access to instructors on all Advanced Placement courses and a standard workshop model that is flexible and ready to be implemented with the most up-to-date information for each course.

The requested unit costs are less than those rates established in the prior contract action that covered the 2022-2023 school year. The College Board will offer 19 AP Professional Development workshops at \$6,247.50 per unit, one 30-hour AP Capstone Seminar and one 30-hour AP Research workshop at \$14,280.00 per unit. The total contract value is \$441,787.50. This includes a 15% discount for all workshops. Though the rates are being offered at a discount, with the further reduction of the last contracted rate, pricing in this Negotiated Service is therefore determined to be fair and reasonable. All other terms, conditions, and contract scope remain unchanged.

The table below provides a breakdown of the cost for each service to be provided:

Service Description	Estimated Annual Quantity	Unit Price	Total Cost
Professional Development	19 - AP PD Workshops	\$6,247.50	\$118,702.50
AP Capstone	1 - 30-hour AP Seminar	\$14,280.00	\$14,280.00
AP Research	1 – 30-hour AP Research Workshop	\$14,280.00	\$14,280.00
Annual Contract Amount:			\$147,262.50
Total Contract Amount FY25-27			\$441,787.50

A contract for these services is necessary because the DOE does not have the expertise, personnel, and/or resources to meet the program’s objectives.

The Committee on Contracts recommended this vendor for an award on July 09, 2024.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

College Board

A review of College Board's PASSPort submission revealed the following cautions:

- From 2019 to present, College Board has been investigated by the United States District Court for the Central District of California and the United States District Court for the Northern District of Illinois:
 - In May 2020, four students filed a lawsuit against College Board, formerly known as College Entrance Examination Board, for failure to allow access and properly administer the 2020 Advanced Placement Exams. College Board advised that the court ordered arbitration and the matter is on-going.
 - In December 2019 a complaint was filed against College Board alleging that the Student Search Service violated various Illinois state consumer protection and privacy laws. College Board advised that in May 2023, all parties reached a confidential settlement agreement. The matter has been dismissed.
- From July 2018 to October 2022, College Board was investigated by the United States Attorney General's Office-Southern District of New York (SDNY), the United States Federal Court-Florida (USFCF), the Florida State Court (FLSC) and the New York Attorney General's Office (NYAG):
 - In October 2022, the NYAG requested information from College Board to assess its compliance with Education Law section 2-D and information relating to its financial aid products. In February 2024, College Board agreed to change its systems and paid a \$750,000 fine to NYAG. Separately, the DOE issued College Board a show cause letter and College Board agreed to discontinue the use of student personal identifiable information (PII) for commercial purposes and without permission from students. College Board also agreed to update its policies. The matter is now closed.
 - In July 2019, College Board was named in a complaint filed in connection with its decision to withhold, cancel, and/or challenge the May 2019 International SAT exam after test takers were believed to have engaged in testing misconduct. The vendor advised that this matter was dismissed.
 - In August 2018, a class action lawsuit was filed against College Board regarding an SAT exam leak. College Board advised that on August 13, 2019, the case was dismissed.
 - In July 2018, a lawsuit was filed against College Board for breach of its duty to permit access to certain public records in violation of Florida's Public Records Act. College Board advised that the case was dismissed.

As the matters above are either pending or resolved, and in light of the vendor's satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Contract with Track and Field Technology Consulting in Providing Services for PSAL Track and Field

Procurement Method: Negotiated Services Contract per DOE Procurement Policy & Procedures, Section 3-08

Estimated Highest Annual Amount: \$69,900.00

Estimated Total Amount: \$69,900.00

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: 07/01/2022 – 06/30/2024; 2 Years

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 11967

Vendor Name: Track and Field Technology Consulting

Vendor Address: 166 Plains Road, New Paltz, NY 12561

Contract Manager: Dulce Bueno, Associate Director, Strategic Initiatives, Public Schools Athletic League

Lead Contracting Officer: Jay Yin, Senior Director for Finance and Human Resource, Public Schools Athletic League

Division of Contracts & Purchasing Contact: Nicolette King, Procurement Analyst, School Based Procurement

Purpose

On Behalf of Public Schools Athletic League (“PSAL”), the New York City Department of Education (“DOE”) hereby requests authorization to contract with Track and Field Technology Consulting for comprehensive timing results services and event management services in various public schools throughout the DOE. Funding will be provided by PSAL.

Discussion

Track and Field Technology Consulting (“TFTC”) has been providing comprehensive timing results services to numerous public schools. From July 1, 2022, to June 30, 2024, their extensive offerings encompassed setting up online event registration, designing custom athlete bibs, consulting on event management, providing on-site timing and results services, and uploading all data to the relevant websites after each meet. TFTC’s commitment to precision and efficiency has been invaluable to New York City Public Schools, especially in the organization and execution of PSAL track and field meets.

The services were initiated after the then-current vendor, who had a historical relationship with PSAL, was unexpectedly unavailable due to financial hardship caused by COVID-19. At the time, Track and Field Technology Consulting provided services to PSAL, and the office leveraged this support to capture accurate times for all student-athletes in Track and Field from the July 1, 2022, to June 30, 2024, seasons, ensuring the continuation of NYCPS student-athletes’ competitions. We are in the process of preparing to contract services for the upcoming school year and beyond to ensure all service requirements are fully met. We anticipate that this solicitation will be officially open for bidding by the end of October 2024.

TFTC proposed a price of \$94,900 to provide timing bibs and results-related services for cross country and track meets in FY22-23 (\$45,000) and FY23-24 (\$49,900). After applying payments under non-contracted services, the amount was reduced by \$25,000, resulting in a final amount of \$20,000 in FY22-23 and a total contract amount of \$69,900. The unit prices for timing bibs and to provide results-

related services for cross-country meets are the same in each fiscal year. After considering that less staff would be required for track meets due to more PSAL support than previously anticipated and additional support provided by the DOE's new Program Coordinator, TFTC reduced its price to provide results-related services for track meets by 26.9% in FY23-24. Overall, TFTC's costs to deliver the services are acceptable. Accordingly, pricing can be determined to be fair and reasonable.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

Track and Field Technology Consulting

Track and Field Technology Consulting, Inc. (Track and Field) is debarred until June 9, 2025, by the New York State Worker's Compensation Board and paid a penalty of \$14,826.00. As such debarments relate only to Public Works contracts, it is not applicable to this type of contract. Additionally, as Track and Field has current coverage and is required to maintain it throughout the contract term, the DOE finds the vendor to be responsible.

Request for Authorization to Amend the Contract with New York State Department of Corrections and Community Supervision DBA CORCRAFT to Provide Cleaning Supplies

Procurement Method: Contract Amendment per DOE Procurement Policy & Procedures, Section 4-08

Estimated Annual Amendment Amount: \$81,029.45

Estimated Amendment Total: \$324,117.80

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: 10/01/2021 – 09/30/2025; 4 Years

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 11513

Vendor Name: New York State Department of Corrections and Community Supervision D/B/A CORCRAFT

Vendor Address: 550 Broadway, Albany, New York 12204

Awarded Items: Hand Soap Liquid, Enzymatic Floor Cleaner, and All-Purpose Cleaner

Contract Manager: Janice Zapinsky, Deputy Director, Office of Food and Nutrition Services

Lead Contracting Officer: Lisa D'Amato, Director, Office of Food and Nutrition Services

Division of Contracts & Purchasing Contact: Kelvyn Rodriguez, Procurement Analyst, Transportation, Food & Facilities Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Food and Nutrition Services (“OFNS”) to amend the contract with the New York State Department of Corrections and Community Supervision D/B/A CORCRAFT (“CORCRAFT”), a New York State Preferred Source Provider, to allow a price increase for cleaning supplies. The amendment will be funded by OFNS.

Discussion

CORCRAFT has been designated a Preferred Source by the New York State Office of General Services (“OGS”) and New York State Finance Law §162 mandates that when a commodity or service required by the DOE is available from a Preferred Source, and the price is no more than 15 percent above the prevailing market rate, the DOE must purchase that commodity or service from the Preferred Source.

The original agreement for these services was previously awarded under a three-year contract pursuant to Section 1-03(b) of DOE Procurement Policy and Procedures (“PPP”) in August of 2017, and a subsequent one-year extension pursuant to section 4-07(a) of the PPP was exercised, which expired on September 30, 2021. On October 1, 2021, an authorization was issued to exercise a four-year extension pursuant to section 4-07(b) of the PPP, to further extend through September 30, 2025.

CORCRAFT will continue to provide and deliver cleaning supplies that are needed for schools to clean and maintain a hygienic environment in cafeterias. The cleaning supplies have earned Green Seal™ certification through rigorous third-party audits, meaning that they are safer for human health, sustainable, and renewable with minimal environmental impact.

This amendment is retroactive due to administrative delays.

The table below reflects the estimated usage for expenditures that occurred during calendar year 2019. The below table also reflects CORCRAFT’s Amended case price.

Item#	Item Name	Unit	Usage	Case Price	New Case Price	Increased Annual Amount
U01PM198W	Enzymatic Floor Cleaner (2/2.5 Gallons) (easy Mop)	CS	3,181	\$ 40.00	\$ 54.00	\$44,534.00
U01PM199W	All Purpose Cleaner (2/2.5 Gallon) (Green)	CS	2,033	\$ 23.35	\$ 37.00	\$27,750.45
U01PM201W	Liquid hand soap (4/1 Gallon)	CS	795	\$ 15.00	\$ 26.00	\$8,745.00
						\$81,029.45

To assess prevailing market pricing, the DOE solicited three additional quotes for each of the three line items. The prices proposed by the preferred source vendor (“CORCRAFT”) are not only within 15 percent, but are below the prevailing market rates. Accordingly, pricing can be determined to be fair and reasonable.

All other terms and conditions will remain the same.

[Vendor Responsibility](#)

The vendor is a governmental entity that is exempt from PASSPort. Further, background checks are not required for governmental entities.

Request for Authorization to Extend a Contract for Inspection, Testing, and Certification of Fire Extinguishers B2945 4-07(b)

Procurement Method: Contract Extension per DOE Procurement Policy & Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$498,251

Estimated Total Amount: \$498,251

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: 05/29/2024 – 05/28/2025, 1 Year

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 11952

Vendor Name: Fire Foe Corp

Vendor Address: 36-23 Review Avenue, Long Island, New York 11101

Contract Manager: Umran Malik, Contracts Administration, Division of School Facilities

Lead Contracting Officer: Diana Ferrer Schwartz, Chief Administrative Officer Division of School Facilities

Division of Contracts & Purchasing Contact: Ivan Rawls, Procurement Analyst, Transportation, Food, and Facilities

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of School Facilities (“DSF”) to extend its contract with Fire FOE Corp. (“FFC”) to provide labor, materials, and supervision required for the annual inspection, testing, recertification, and routine refilling/recharging of portable fire extinguishers in DOE schools and administrative buildings. This contract extension will be funded by DSF.

Discussion

The scope of work under the Requested Extension includes, but is not limited to, providing all labor, materials, and supervision required and necessary to annually inspect, test, and recertify, including routine refilling/recharging, of portable fire extinguishers. The DOE approved the Current Contract under Request for Bid B2945 (the “RFB”) in July 2017. The DOE exercised its 270-day contractual renewal options as provided under the RFB. The DOE subsequently exercised a 1-year contractual extension to the terms of the Current Contract pursuant to a 4-07 (a). As the new procurement is taking more time than anticipated, an additional extension is required to prevent a lapse in the subject services, Section 4-07(b) of the DOE’s Procurement Policy and Procedures allows for such extension. The upcoming RFB will be released as a Best Value RFB and will include the 10% MWBE price preferential and the MWBE 6-129 subcontracting requirements. It is anticipated that the replacement will be released in November 2024.

DSF has determined that FFC has performed satisfactorily to date. The estimated cost of the Requested Extension is based on the same unit prices set forth in the Current Contract, adjusted according to their terms.

This extension was approved by the Committee on Contracts on August 1, 2024.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization with ATC Group Services LLC dba Atlas Technical for AHERA Management – B2636

Procurement Method: Contract Extension per DOE Procurement Policy and Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$871,625

Estimated Total Amount: \$871,625

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 05/31/2024 – 05/30/2025

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 11989

Vendor Name: ATC Group Services LLC DBA Atlas Technical

Vendor Address: 104 E 25th Street, New York, N.Y. 10010

Contract Manager: Umran Malik, Director of Contract Administration, Division of School Facilities

Lead Contracting Officer: Diana Ferrer-Schwartz, Chief Administrative Officer, Division of School Facilities

Division of Contracts and Purchasing Contact: Beverly Newman, Procurement Analyst, Transportation, Food & Facilities Procurement

Note: Any document referenced in this RA will be provided to PEP members upon request.

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of School Facilities (“DSF”) to extend its contract with ATC Group Services LLC (“ATC”) for Asbestos Hazard Emergency Response Act (“AHERA”) Management Plan and Laboratory Services for Asbestos Bulk Sampling and Analysis. This extension will be funded by DSF.

Discussion

The goods and services to be provided under the contract extension for which authorization is being requested (the “Requested Extension”) are the labor, materials, and the supervision necessary for the inspection and preparation of the AHERA management plans. The DOE previously approved a contract (the “Original Contract”) under Request for Bids B2636 (the “RFB”) for these services in September of 2016. In September 2021, the DOE exercised its 270-day option to extend the Original Contract term, followed by an additional one-year extension pursuant to section 4-07(a). In May 2023, an additional extension was required under Section 4-07(b) of the PPP. Because the new procurement is taking more time than anticipated, an additional extension is required under Section 4-07(b) of the PPP to maintain services. The current contract expired on May 31, 2024. The DOE’s Procurement Policy and Procedures, Section 4-07(b) allows for such extension.

A decision was made to contract for these services because it was determined that the DOE does not currently possess the capacity and/or expertise required to meet the objectives of this program in an efficient manner.

The new bid is a Best Value bid with the 10% price preference and 6-129 subcontracting language was recently approved by Corporation Counsel; it will be released in the coming weeks.

DSF has determined that ATC Group Services, LLC has performed satisfactorily under their existing contracts.

The Original Contract prices were determined to be fair and reasonable because such prices were awarded under a competitive procurement process that received five (5) bids for the Original Contract. Unit prices under the Requested Extension would remain unchanged during the period of the Requested Extension, except for adjustments, which would be made to such prices in accordance with the annual consumer price index as required by the Original Contract. Accordingly, the prices under the Requested Extension are determined to be fair and reasonable.

On August 1, 2024, the Committee on Contracts approved the recommended extension with ATC Group Services LLC.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

ATC Group Services LLC

A review of prime vendor ATC Group Services LLC's (ATC) and parent company Atlas Technical Consultants LLC's (Atlas) PASSPort submissions revealed the following self-reported caution:

- From February 2022 to August 2022, parent company Atlas was ineligible to propose on materials engineering contracts from the Texas Department of Transportation (TDOT) due to a lapse in its American Association of State Highway and Transportation Officials (AASHTO) accreditation status at one of the Atlas' construction materials testing laboratories. As a result, Atlas implemented several processes and is currently eligible to pursue all environmental contracts.

In addition, a review of ATC's PASSPort submission revealed the following agency-reported caution:

- ATC was subject to a total of 7 violations from 2018 to 2020 issued by the New York City Department of Environmental Protection (NYC DEP). All of the violations have either been settled, dismissed, or paid, with fines ranging from \$0 to \$1,500.

The DOE is also aware of the following:

- An October 2018 news article revealed that ATC was a defendant listed in a putative class action lawsuit for failure to inspect and remediate lead in housing operated by New York City Housing Authority. The plaintiffs alleged that ATC's visual lead paint inspections contradicted the lead hazard investigation findings determined by the New York City Department of Health and Mental Hygiene. The vendor advised that all matters were dismissed in October 2019.

As the matters above have been addressed, and in light of the vendor's satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Extend Contracts with Vendors for Strong Schools and Strong Communities Structure as Affinity Group Organizations (“AGOs”)

Procurement Method: Contract Extension per DOE Procurement Policy & Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$9,309,835.96

Estimated Total Amount: \$9,309,835.96

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 07/01/2024 – 06/30/2025

Options: None

Options Amount: None

Contract Type: Requirements

RA Number: 11966

Vendor Name: See List Below

Contract Manager: Tiffany Wallace, Federal Categorical Grants, Division of School Leadership

Lead Contracting Officer: Sylvia Jamison, Senior Director of Grants and Contracts, Division of School Leadership

Division of Contracts & Purchasing Contact: Akil Ward, Procurement Analyst, Central Office Procurement

Purpose

The New York City Public Schools (“NYCPS”) hereby requests authorization on behalf of the Division of School Leadership (“DSL”) to extend its contracts with the vendors listed further below for services that support the NYCPS’ new Strong Schools and Strong Communities structure as an Affinity Group Organization (“AGO”) partner.

Discussion

The partnership support model is designed to promote student achievement by providing schools access to alternative models for support and to empower school leaders by giving them a choice among models of support. As an AGO partner, these vendors provide services for building capacity and developing school-based staff to engage in problem solving. Support services include the following:

- Academic Policy and Systems – training and support; programming.
- Attendance – data and systems; planning; investigations; partnerships; outreach; intervention.
- English Language Learners – assessment; programming; scheduling.
- Instruction – assessment and data; curriculum; structures professional collaboration; teacher training, school leader coaching and support.
- Special Education – essential programs; compliance updates and building capacity around Individualized Education Programs.
- Youth Development – guidance counselor and social worker professional development and support; school partnerships.
- Additional Services – strategic budget, staffing, talent acquisition and recruiting support college and career readiness, and social-emotional learning.

The City University of New York (“CUNY”) was originally contracted for these services pursuant to a Request for Proposals solicitation (“RFP”) – R0957 in 2013 for a five-year term, expiring on June 30, 2018. Upon expiration of the contract, the NYCPS exercised five non-contractual extensions for continuity of services – one, one-year extension pursuant to the NYCPS’ Procurement Policy and

Procedures (“PPP”) Section 4-07(a), two, one-year extensions pursuant to PPP Section 4-07(b), one, two-year extension pursuant to PPP Section 4-07(b), and another one-year extension pursuant to PPP Section 4-07(b) expiring on June 30, 2024.

New Visions for Public Schools, Inc. (“New Visions”) was originally contracted pursuant to RFP – R0957 in 2013 for a five-year term, expiring on June 30, 2018, plus five, one-year renewals. Upon expiration of the base term, the NYCPS exercised all five, one-year renewals, with the final renewal expiring on June 30, 2024. In 2021, New Visions contract was amended, effective for fiscal years 2021–2023, to add two schools – Wadleigh Secondary School for the Performing & Visual Arts and The Young Women’s Leadership School of Astoria – within New Vision’s portfolio of Affinity schools it supports. This amendment was executed under the same terms, conditions, and pricing as that of New Vision’s original, competitively awarded contract.

The Urban Assembly, Inc. (“Urban Assembly”) was originally contracted pursuant to a Negotiated Services contract in 2013 for a five-year term, expiring on June 30, 2018. Upon expiration of the contract, the NYCPS exercised five non-contractual extensions for continuity of services – one, one-year extension pursuant to the NYCPS’ Procurement Policy and Procedures (“PPP”) Section 4-07(a), two, one-year extensions pursuant to PPP Section 4-07(b), one, two-year extension pursuant to PPP Section 4-07(b), and another one-year extension pursuant to PPP Section 4-07(b) expiring on June 30, 2024.

Community Studies, Inc. (“Community Studies”) and Internationals Network for Public Schools, Inc. (“Internationals Network”) were originally contracted pursuant to a Negotiated Services contract in 2015 for a one-year term, expiring on June 30, 2016, plus two, one-year options to renew. Upon expiration of the base term of both contracts, the NYCPS exercised the two, one-year renewals, with the final renewal expiring on June 30, 2018. Subsequently, the NYCPS exercised five non-contractual extensions for each contract for continuity of services – one, one-year extension pursuant to the NYCPS’ Procurement Policy and Procedures (“PPP”) Section 4-07(a), two, one-year extensions pursuant to PPP Section 4-07(b), one, two-year extension pursuant to PPP Section 4-07(b), and another one-year extension pursuant to PPP Section 4-07(b) expiring on June 30, 2024.

New York City Outward Bound, Inc. (“Outward Bound”) was originally contracted pursuant to a Negotiated Services contract in 2015 for a one-year term, expiring on June 30, 2016, plus two, one-year options to renew. Upon expiration of the base term, the NYCPS exercised both one-year renewals, with the final renewal expiring on June 30, 2018. Subsequently, the NYCPS exercised five non-contractual extensions for continuity of services – one, one-year extension pursuant to the NYCPS’ Procurement Policy and Procedures (“PPP”) Section 4-07(a), two, one-year extensions pursuant to PPP Section 4-07(b), one, two-year extension pursuant to PPP Section 4-07(b), and another one-year extension pursuant to PPP Section 4-07(b) expiring on June 30, 2024. Under the last 4-07(b) extension, the contract was also amended to add the Marsh Avenue Expeditionary Learning School to Outward Bound’s portfolio of Affinity schools under the same terms, conditions, and pricing as that of their original contract.

A sixth non-contractual extension for CUNY, Urban Assembly, Community Studies, Internationals Network, and Outward Bound, plus the first non-contractual extension for New Visions is required to avoid interruption in services until the end of fiscal year 2025; at which point, based on funding, availability of an additional non-contractual 4-07(b) extension may be required. Currently, an anticipated new bid is in the planning phase.

The following table details the estimated number of schools to be serviced under the Affinity program during the requested extension term and the estimated extension amount per vendor.

Vendor Name & Address	Contract #	Original Procurement Method	# of Schools to be Served	Estimated Total Extension Amount
City University of New York (CUNY) 205 East 42 nd St., 9 th Fl. New York, NY 10017	9471528	RFP R0957	22	\$965,057.00
New Visions for Public Schools, Inc. 320 West 13th Street, 6th Floor New York, NY 10014	9376965	RFP R0957	71	\$5,043,711.80
The Urban Assembly, Inc. 90 Broad Street, Ste 2101 New York, NY 10004	9471871	NS	21	\$1,305,200.00
Community Studies, Inc. 670 West End Ave, Suite 12F New York, NY 10025	9874162	NS	34	\$699,653.00
Internationals Network for Public Schools, Inc. 50 Broadway, 22nd Floor New York, NY 10004	9872991	NS	15	\$600,000.00
New York City Outward Bound Center, Inc. 29-46 Northern Blvd., Long Island City, NY 11101	9872137	NS	10	\$696,213.96
			Estimated Total Ext. Amount:	\$9,309,835.76

These extensions will have the same terms, conditions, and pricing as the current contracts. The requested extension amounts are based on the costs established under the current contracts and past expenditures for these services. As the current contract pricing, which was previously determined to be fair and reasonable, remains unchanged, pricing for these extensions has been determined to be fair and reasonable.

Contracts for these services are necessary because the NYCPS does not possess the expertise, personnel, and/or resources to meet the program’s needs.

The Committee on Contracts approved the request to extend these contracts on August 1, 2024.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

City University of New York

The vendor is a governmental entity that is exempt from PASSPort. Further, background checks are not required for governmental entities.

New Visions for Public Schools, Inc.

An October 2019 news article revealed that a former dean at one of the ten charter schools operated by New Visions for Public Schools, Inc. (New Visions) was accused of and charged with raping a 15-year-old student. New Visions advised that the employee was immediately removed from the school and terminated on October 22, 2019. The vendor indicated that it is a separate entity from the schools acting as a managing organization in return for a fee. New Visions further advised that this was referred to the Bronx District Attorney's Office as a criminal matter, neither the school nor New Visions were involved in the resolution, there are no pending lawsuits against the school or New Visions related to this incident and it considers the matter closed.

As the vendor has performed satisfactorily on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Extend Contracts with Early Childhood Providers of Prekindergarten Services

Procurement Method: Contract Extension per DOE Procurement Policy & Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$2,444,465.00

Estimated Total Amount: \$2,444,465.00

Funding Source: Various incl. New York State Education Department (NYSED), Head Start, Child Care Development Block Grant and City Tax Levy Funds

Contract Retroactive? Yes

Contract Term: 07/01/2024 - 06/30/2025

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12000

Vendor Name: See List Below

Contract Manager: Monique Scales, Senior Director - Operations, Division of Early Childhood Education

Lead Contracting Officer: Jodina Clanton, Senior Director, Research and Special Projects, Division of Early Childhood Education

Division of Contracts & Purchasing Contact: Ibrahim Rehawi Chief Administrator, Early Childhood Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of Early Childhood Education (“DECE”) to extend its contracts to provide high-quality instructional programming as part of the EarlyLearn programs for one additional year with the vendors listed below. The subject contracts will be funded by DECE through various City, State, and Federal funding streams.

Discussion

In 1997, the New York State Education Department established the Universal Prekindergarten (“UPK”) program, 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. In April 2017, the 3-K for All (“3-K”) program was introduced and announced as part of Mayor de Blasio’s initiative to expand high quality early childhood care and education for New York City (“NYC”) children. Implementation of the 3-K program is targeted to provide three-year-olds with universal, free, and enhanced early childhood education within NYC’s five boroughs. In addition to launching 3-K for All, Mayor de Blasio announced the City’s initiative to transfer into the DOE ACS’s system of contracted early care and education services for children ages 0-5, called EarlyLearn, which transferred from the Administration of Children Services to the DOE in July 2019.

In March 2019, the DOE released Birth-to-Five RFP (R1267) and Head Start/Early Head Start (R1268) RFP, seeking to identify and award eligible high-quality early childhood care and education providers who are willing to collaborate with the DOE’s Division of Early Childhood Education (“DECE”) to implement the Birth-to-Five (“B-5”) program and Head Start/Early Head Start (“HS/EHS”) as part of the unified Birth-to-Five system. As part of both RFPs, the DOE procured B-5 and HS/EHS services in city

owned and leased buildings as separate competition pools. The deadline for proposals was August 5, 2019. The contract start date was moved from July 1, 2020, to July 1, 2021.

The EarlyLearn contracts for vendors that currently operate in city owned or leased spaces but were not awarded through the B-5 or HS/EHS RFPs (listed below) expired on June 30, 2024. The DOE determined that, in order to ensure continuity of services and avoid disruptions to families and program staff, these vendors were given the option to extend their current Early Learn contracts for school-year 2024-2025 as per section 4-07(b) of the DOE Procurement Policy and Procedures.

The Committee on Contracts approved this NS contract at the meeting held on July 18, 2024.

All provider sites have been evaluated for quality and demand and have otherwise met the DOE’s requirements for a contract extension, including a health and safety assessment by the Department of Health and Mental Hygiene.

The pricing under the subject contracts remains consistent with the base ACS contracts which were assigned from ACS to DOE and registered as Negotiated Services agreements. Since the contracts for these services were originally awarded pursuant to a competitive solicitation, the prices, terms and conditions of the base contracts will remain the same under the proposed extensions. The total amounts of such contracts are reflected in table A below. Therefore, pricing has been determined to be fair and reasonable.

Vendors offering DOE-contracted early childhood education services, including Pre-K and 3-K for all, don’t have the ability to restrict who attends as all contracted vendors are required to follow DOE’s enrollment policies and participate in the DOE’s enrollment system.

Site ID	Vendor Name	FY24 Value
KBJL	SCO Family of Services	\$2,444,465.00

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

SCO Family of Services

A review of SCO Family of Services’ (SCO) PASSPort submission revealed the following caution:

- In April 2016, the New York City Department of Investigation investigated a licensed SCO foster parent for allegations of multiple counts of sexual abuse of several foster children who were in the care and custody of the New York City Administration for Children's Services (ACS) or the Suffolk County Department of Social Services. The vendor advised that the foster parent was acquitted, and the case was dismissed.

PASSPort also revealed the following information from the New York City Department of Youth and Community Development’s (DYCD’s) responsibility determination:

- From April 2023 to April 2024, SCO disclosed thirty-seven substantiated cases of client abuse and neglect. A review by DYCD of the corrective actions taken by SCO were prudent based on the information provided.

- From 2021 to 2023, multiple new reports revealed ligations against SCO relating to employment discrimination, abuse, assault, and violations of the Fair Labor Act and New York Labor Law. The matters are either resolved or on-going.

As the matters above are either pending or resolved, and in light of the vendor's satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Extension Agreement for the Provision of Pre-Kindergarten For All And/or 3k For All Services

Procurement Method: Contract Extension per DOE Procurement Policy & Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$1,224,372.00

Estimated Total Amount: \$1,224,372.00

Funding Source: Various, including Tax Levy, NYS Education Department

Contract Retroactive? Yes

Contract Term: 07/01/2024 - 06/30/2025

Options: None

Options Amount: None

Contract Type: Requirements

RA Number: 11999

Vendor Name: See List Below

Contract Manager: Monique Scales, Senior Director - Operations, Division of Early Childhood Education

Lead Contracting Officer: Jodina Clanton, Senior Director, Research and Special Projects, Division of Early Childhood Education

Division of Contracts & Purchasing Contact: Ibrahim Rehawi Chief Administrator, Early Childhood Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of Early Childhood Education (“DECE”) to extend contracts with the vendors listed below for one additional year to provide high-quality instructional programming as part of the Pre-K for All and 3-K for All programs. These contracts will be funded by DECE.

Discussion

In 1997, the New York State Education Department established the Universal Prekindergarten (“UPK”) program, 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 vendors listed below were awarded contracts through various solicitations in order for these sites to provide Pre-K for All services. These contracts contained set terms and renewal options which were exhausted, then extended for school years 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024 and will reach the end of their current contract term in June 2023. In order to avoid service interruption within areas where there is demand for Pre-K for All and 3-K for All services, existing sites with contracts expiring contracts with no further renewal options and whom have exhausted the 4-07(a) and/or 4-07(b) one year extension, were given the option to extend their contracts for one additional year. These contract extensions include full day and half day Pre-K for All, full day 3-K for all and Pre-K for All in charter schools. These sites have met the Department of Education (“DOE”)’s requirements for a contract extension, but will need to submit a proposal in response to an upcoming RFP for Pre-K and/or 3-K for All services if they want to continue providing services upon the expiration of this extension term.

Since the contracts for these services were awarded pursuant to a competitive solicitation, the prices, terms, and conditions of the base contract will remain the same under the proposed extension. Therefore, pricing has been determined fair and reasonable.

The original contract amounts were based on the number of awarded Pre-K and/or 3-K seats and the negotiated costs per child, as determined collaboratively by the DOE and the vendors. Vendors offering DOE-contracted early childhood education services, including Pre-K and 3-K for all, don't have the ability to restrict who attends as all contracted vendors are required to follow DOE's enrollment policies and participate in the DOE's enrollment system.

The Committee on Contracts approved these contract extensions at the meeting held on July 18, 2024.

Awards for both Pre-K for All and 3-K for All programs

Site ID	Vendor Name	No. of Awarded 3K seats	No. of Awarded 4K seats	3K Cost Per Child	4K Cost Per Child	Pay Parity Year 1	Pay Parity Year 2	Annual Total Contract Amount
MABK	Association To Benefit Children	0	18	\$0.00	\$3,358.00	-	-	\$60,444.00
MATK	Bank Street College of Education	28	40	\$12,930.00	\$10,775.00	-	-	\$221,360.00
MAWM	Association To Benefit Children	0	40	\$0.00	\$5,534.00	\$51,068.00	\$22,842.00	\$866,950.00
RAAA	Institute Of The Sisters Of St. Dorothy, Inc.	0	18	\$0.00	\$4,201.00	-	-	\$75,618.00

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

Bank Street College of Education

In 2018, the New York State Comptroller (NYS Comptroller) conducted an audit of Bank Street College of Education's (Bank Street) reimbursable costs for its State Education Department (SED) Special Education programs for fiscal year 2014.

The audit uncovered \$585,047 in ineligible costs that Bank Street reported on its Consolidated Fiscal Report (CFR) and recommended that SED review the disallowances and the costs reported on Bank Street's CFR and adjust tuition reimbursement rates as necessary. Additionally, the NYS Comptroller recommended that SED work with Bank Street to ensure that costs reported on future CFRs comply with the requirements in the Reimbursable Cost Manual (Manual). Bank Street and SED advised that all recommendations outlined in the report are being addressed and the review of the disallowances and its impact on the tuition rate is ongoing.

As the matter above is pending, and in the light of the vendor's overall satisfactory performance on prior DOE contracts, the vendor is determined to be responsible.

Request for Authorization to Extend Current Contracts with Follett School Solutions LLC to Provide Library, Subscription, and Media Services, as well as Foreign Language Books & Processing Services

Procurement Method: Contract Extension per DOE Procurement Policy & Procedures, Section 4-07(b)

Estimated Highest Annual Amount: \$3,621,615

Estimated Total Amount: \$3,621,615

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 10/01/2024 – 9/30/2025; 1 Year

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 11957

Vendor Name: See List Below

Vendor Address: 1340 Ridgeview Drive, McHenry, IL, 60050

Contract Manager: Melissa Jacobs, Director, Office of Library Services

Lead Contracting Officer: Ilene Cohen, Executive Director, Division of Curriculum and Instruction

Division of Contracts & Purchasing Contact: Lisette Cruz, Associate Director, Enterprise Operations

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Library Services to extend its contracts with Follett School Solutions LLC for the provision of library book materials to participating New York City Public Schools (“NYCPS”) and Non-Public Schools (“NPS”). The extension for which authorization is being requested (“Requested Extension”) will be funded by individual schools and offices.

Discussion

Follett School Solutions LLC was originally awarded a five-year contract in 2014 pursuant to a Request for Bids (“RFB”) – to supply the DOE with library books & processing within the unique classes identified above. The purpose of the original bid was to establish cost effective contracts and provide NYCDOE end users with the option to acquire a wide selection of library books & processing. 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 RFB strategically aggregated the DOE’s buying power to: (1) secure the absolute lowest cost and best value for pre-bound library books & processing; (2) increase school user satisfaction; (3) expand the use of tools that support electronic ordering, invoicing, and payment; and (4) build and improve supplier relationships.

In accordance with their contractual language, the DOE exercised its two, one-year renewal options, and then extended the contract for an additional three years, pursuant to Sections 4-07(a) and (b) of the Procurement Policy and Procedures (“PPP”). An additional 4-07 (b) is being requested as they are necessary to avoid a lapse in services and to allow the time to complete a new solicitation and for a transition from the incumbents to any new provider(s). It is anticipated that the replacement solicitation will be combined with the new Trade Books solicitation.

The Chancellor’s Committee on Contracts (“COC”) recommended extending the above-named contracts on June 6, 2024.

Class	Contract	Follet School Solutions LLC Description of Class	Estimated Contract Extension Costs
A	B2172FA	Library Books and Processing	\$3,363,912
C	B2172FC	Subscription Books and Media Services and Processing	\$49,405
D	B2172FD	Library Media and Processing	\$130,269
E	B2172FE	Foreign Language Library Materials	\$78,029
TOTAL COST			\$3,621,615

The estimated cost of the Requested Extensions is based on prior expenditures and contract usage by both public and non-public schools for the fiscal year 2024. Additionally, the vendor has agreed to a “Most Favored Customer” clause which requires the vendor to offer the DOE the lowest prices for the subject materials out of any prices offered to any of the vendor’s other customers for the same materials.

All pricing, terms, and conditions are in accordance with the underline master contracts and prices were considered fair and reasonable. Contractually, the vendor may request a price increase where applicable.

Follett School Solutions LLC has performed satisfactorily in the past and it is anticipated that they will continue to do so.

[Vendor Responsibility](#)

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

The Committee on Contracts approved this contract extension with Parsons on June 24, 2024.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization to Contract with Visionaryz, Inc. for the Provision of IT Support Services

Procurement Method: MWBE Procurement and Contract Method Purchases per DOE Procurement Policy and Procedures, Section 3-10(2-A)

Estimated Highest Annual Amount: \$182,000.00

Estimated Total Amount: \$364,000.00

Funding Source: Capital

Contract Retroactive? No

Contract Term: 2 Years

Options: One, 2-Year

Options Amount: \$364,000.00

Contract Type: Full Value

RA Number: 11926

Vendor Name: Visionaryz, Inc.

Vendor Address: 111 Broadway, Suite 800, New York, NY 10006

Contract Manager: Steven Stein, Senior IT Services Manager, Division of Instructional and Information Technology

Lead Contracting Officer: Nadia Molinari, Sr. Director, Division of Instructional and Information Technology

Division of Contracts and Purchasing Contact: Kesse Wallace, Strategic Sourcing Supervisor, Division of Contracts and Purchasing

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization to enter into a Minority and Women-Owned Business Enterprise (“M/WBE”) Procurement and Contract Method Purchase with Visionaryz, Inc. (“Visionaryz”), a certified Minority-Owned Enterprise. Visionaryz will be responsible for the provision of one (1) Field Project Manager (“Project Manager”) to support IT-related efforts for the Division of Instructional & Information Technology (“DIIT”). The contract will be funded by DIIT.

Discussion

DIIT is responsible for managing the Classroom Connectivity Universal Refresh Project, which is an effort to upgrade the technology infrastructure in DOE school buildings in order to enhance the speed at which students are able to access the internet. The Project Manager will manage the day-to-day duties for DOE site upgrades to ensure they are completed in a timely manner.

The Project Manager will provide professional services to support the following project goals:

- Conduct site surveys at DOE sites to determine refresh plan for the new core network and enhanced wireless coverage
- Upgrade network infrastructure and wireless networks to meet current DOE Standards at all DOE Buildings
- Provide wall-to-wall connectivity to support continuous learning opportunities within a DOE location

The DOE solicited twenty-seven (27) M/WBE vendors to submit candidates for this request. Four (4) proposals were received from Visionaryz, CNC Consulting, Inc., Abrahams Consulting LLC, and Synergistic Systems, Inc. An evaluation committee (“Committee”) consisting of three members from DIIT reviewed the resumes and requested to interview the three (3) candidates, however, one (1) candidate was no longer available. The remaining two (2) candidates were interviewed in accordance with the evaluation criteria set forth in the solicitation.

Evaluation Criteria	Weight
Experience	40%
Technical Ability	30%
Cost	30%
Total	100%

The Committee determined that the candidate proposed by Visionaryz exhibited thorough experience and technical ability and provided the most advantageous offer to the DOE. As a result, the candidate proposed by Visionaryz was selected for award.

The DOE compared the rate proposed for this effort to the average rates under the New York City Office of Technology Innovation (“OTI”) contracts for Systems Integration Services (“SI”) and determined that the proposed rate is lower than the average rate for an identical or similar title under OTI’s SI contracts. Therefore, pricing has been determined to be fair and reasonable.

This project is expected to span two (2) years and is subjected to the Cost Limitation of Certificate to Proceed and whether the services rendered meets capital eligibility requirements specified in The City of New York Office of Comptroller Directive 10.

Vendor Responsibility

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible.

Request for Authorization to Contract with JSM Consulting, Inc. d/b/a JSM Consulting NY for the Provision of IT Support Services

Procurement Method: MWBE Procurement and Contract Method Purchases per DOE Procurement Policy and Procedures, Section 3-10(2-A)

Estimated Highest Annual Amount: \$218,400.00

Estimated Total Amount: \$436,800.00

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years

Options: One, 2-Year

Options Amount: \$436,800.00

Contract Type: Full Value

RA Number: 11990

Vendor Name: JSM Consulting, Inc. dba JSM Consulting NY

Vendor Address: 65 Station Rd, Cranbury, NJ 08512

Contract Manager: Steven Stein, Senior IT Services Manager, Division of Instructional and Information Technology

Lead Contracting Officer: Nadia Molinari, Sr. Director, Division of Instructional and Information Technology

Division of Contracts and Purchasing Contact: Kesse Wallace, Strategic Sourcing Supervisor, Division of Contracts and Purchasing

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization to enter into a Minority and Women-Owned Business Enterprise (“M/WBE”) Procurement and Contract Method Purchase with JSM Consulting, Inc. d/b/a JSM Consulting NY (“JSM”), a certified Minority-Owned Enterprise. JSM will be responsible for the provision of one (1) Senior Network Engineer (“Engineer”) to support IT-related efforts for the Division of Instructional & Information Technology (“DIIT”). The contract will be funded by DIIT.

Discussion

DIIT is responsible for supporting the DOE’s data center network infrastructure, which hosts applications and services and provides internet connectivity for all teachers, students, and administrators citywide. The Engineer will provide support for the Internet and Data Center Technologies team to expand the data center network capacity and migrate network connectivity from legacy equipment to new infrastructure.

DIIT requires professional services to support the following:

- Designing network architecture to support the expansion of the data center network
- Deploying data center network infrastructure
- Configuring and testing the network infrastructure
- Migrating the legacy network connectivity to new infrastructure
- Decommissioning legacy network equipment

The DOE solicited twenty-one (21) M/WBE vendors to submit candidates for this request. Ten (10) proposals were received from JSM, Evergreen Technologies LLC, First Tek, Inc., Infojini, Inc., InfoPeople Corporation, Raj Technologies, Inc., Rangam Consultants, Inc., RK Software, Inc., Sporda Tech, Inc., and SVAM International, Inc. An evaluation committee (“Committee”) consisting of three members from DIIT reviewed the resumes and requested to interview three (3) candidates in accordance with the evaluation criteria set forth in the solicitation.

Evaluation Criteria	Weight
Experience	40%
Technical Ability	30%
Cost	30%
Total	100%

The Committee determined that the candidate proposed by JSM exhibited thorough experience and technical ability and provided the most advantageous offer to the DOE. As a result, the candidate proposed by JSM was selected for award.

The DOE compared the rate proposed for this effort to the rates under the New York City Office of Technology Innovation (“OTI”) contracts for Information Technology Consultant Services (“ITCS”) and Systems Integration Services (“SI”) and determined that the proposed rate is either lower or the same as the average rate for an identical or similar title under OTI’s ITCS or SI contracts. Therefore, pricing has been determined to be fair and reasonable.

[Vendor Responsibility](#)

The vendor(s) recommended for award and the principal owners and officers were subject to a background check, and have been determined to be responsible. Noteworthy information was found for the following vendor(s):

[JSM Consulting, Inc.](#)

A review of JSM Consulting Inc.’s (JSM) PASSPort submission revealed the following information:

- In August 2019, the CEO of JSM was subject to a New York City Housing Authority Office of Inspector General (NYCHA-OIG) investigation for possible bid rigging/conflict of interest, insider information and/or employee collusion. The CEO also failed to disclose in PASSPort that he was employed by NYCHA as an IT Consultant. NYCHA advised that the allegations were unfounded, and the CEO advised that the omission in PASSPort was not intentional.

In light of the resolution of the matter above, the DOE determines the vendor to be responsible.