

Contracts Agenda for the Meeting of the Panel for Educational Policy - Wednesday, January 22, 2025

Contract Type	PEP Description	Estimated Highest Annual Spending	Estimated Total Spending	Contract Term	Agenda Item
Multiple Task Award Contract	Literacy Professional Development and Coaching Services	\$60,000	\$300,000	5 Years	1
Multiple Task Award Contract	Pilot for Various Related Services at Districts 7,8,9,10,11,12 and 14 (RA10)	\$30,000	\$60,000	2 Years	2
Multiple Task Award Contract	Pilot for Various Related Services at Districts 7,8,9,10,11,12 and 14 (RA9)	\$30,000	\$60,000	2 Years	3
Multiple Task Award Contract	Professional Development for School Leaders & Teachers (RA40)	\$30,000	\$150,000	5 Years	4
Multiple Task Award Contract	R1129 - Arts Education Services	\$120,000	\$600,000	5 Years	5
Multiple Task Award Contract	Student Support Services	\$90,000	\$450,000	5 Years	6
Multiple Task Award Contract	Various Related Services for Districts 7, 8, 9, 10, 11, 12, and 14	\$180,000	\$360,000	2 Years	7
Amendments and Extensions	Allowance Clause Amendment	\$182,647.50	\$182,647.50	1 Year	8
Amendments and Extensions	Birth to Five Bundled Amendments (Slot Changes to existing Contracts)	\$1,719,245	\$6,280,415	2 Years	9
Amendments and Extensions	Coach Bus Transportation Services for Extra-Curricular Trips - Extension	\$9,091,325.48	\$9,091,325.48	1 Year	10
Amendments and Extensions	Extension - Pick-up, Delivery, and Storage of Secure and Non-Secure Test Materials	\$620,681.50	\$620,681.50	6 Months	11
Amendments and Extensions	Extension - System-wide Courier Services	\$623,342.48	\$623,342.48	6 Months	12
Amendments and Extensions	FY25 EarlyLearn COL Extensions	\$2,316,998	\$2,316,998	1 Year	13
Amendments and Extensions	FY25 UPK Half Day & UPK Items	\$2,508,576	\$2,508,576	1 Year	14
Amendments and Extensions	Removal & Disposal of Hazardous Waste Material	\$634,630	\$634,630	1 Year	15
Amendments and Extensions	Repair and Servicing of Security Systems	\$1,757,527	\$1,757,527	1 Year	16
Amendments and Extensions	Repairs to HVAC Systems	\$11,167,609	\$11,167,609	1 Year	17
MWBE PCM	Removal and Disposal of Asbestos Containing Material	\$750,000	\$1,500,000	2 Years	18
Listing Application	Educational Software - Fishtank Learning - Software and digital content	\$73,218	\$219,654	3 Years	19
Listing Application	Textbooks - Intelexia USA LLC	\$250,000	\$750,000	3 years	20
Discretionary, Grant, or Other Required Method	FY25 City Council Award - Entertainers for Education Alliance, Inc.	\$150,000	\$562,500	3 Years	21
Discretionary, Grant, or Other Required Method	St. Nicks Alliance Corporation - College & Career Readiness: City Council Discretionary	\$30,000	\$112,500	3 Years	22
Purchases through Governmental Contracts	The DOE is using OTI's Microsoft Unified Support contract for add-on services not included in the annual "City" renewal	\$977,079	\$977,079	2 Years, 5 Months	23

Request for Authorization for Literacy Professional Development and Coaching Services – R1256 (RA 20)

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

Estimated Highest Annual Amount: \$60,000

Estimated Total Amount: \$300,000

Funding Source: Tax Levy & City/State Reimbursable

Contract Retroactive? No

Contract Term: 5 Years

Options: One, 3-Year

Options Amount: \$180,000

Contract Type: Requirements

RA Number: 12110

Vendor Name: Strategic Education Research Partnership Institute

Vendor Address: 1100 Connecticut Avenue, Suite 1310, Washington, DC, 20036

Awarded Components: 1,2

Contract Manager: Jessica Kaplan, Deputy Executive Director, Office of Student Programs and External Partnerships

Lead Contracting Officer: Jessica Kaplan, Deputy Executive Director, Office of Student Programs and External Partnerships

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

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Student Programs and External Partnerships to contract with the above-named vendor to provide system-wide literacy professional development services. These programs 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 highest standards in literacy and the implementation of the NY State Next Generation Learning Standards (“NGLS”), the DOE must acquire professional development services for its teachers, leaders, coaches, administrators, and support staff. These services will increase literacy content and pedagogical knowledge, support the implementation of NGLS-based literacy instruction, and align resources to improve student achievement. These services will also support schools and learning communities as they plan and conduct effective instruction and professional development in literacy.

Contracted vendors will provide high-quality, needs-based, and culturally responsive professional development and coaching services to support comprehensive NGLS-based literacy instruction for teachers and other staff covering Pre-kindergarten through 12th grade. Services will focus on literacy content, pedagogy, citywide curriculum programs, research, and best practices and will include institutes, workshops, seminars, course work, conferences, walk-throughs, and inter-visitations.

Vendors proposed for one or more of the following focus areas: 1) Literacy Professional Development, and 2) Literacy Consultants/Coaches. Proposals were evaluated by a minimum of three evaluators.

The evaluation committees included a director of literacy, director of academic intervention services, education administrator, and literacy instructional specialists. 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.

Thirty-five vendors were named in previous Requests for Authorizations (“RAs”), and one is named here.

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

Strategic Education Research Partnership Institute (“SERPI”) offers to provide professional development workshops and coaching using the Strategic Adolescent Reading Intervention (“STARI”) for teachers in grades 6-9 to help support students who need targeted, intensive reading instruction. Using research-based practices and engaging texts, STARI helps to address gaps in fluency, decoding, and comprehension aimed to move struggling learners to higher levels of proficiency at the end of one year. PD sessions include hands-on activities, implementation strategies, readings and training modules.

Pricing for SERPI Institute 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 SERPI Institute is based on the amount for new vendors with a literacy professional development services requirements MTAC contract of \$30,000 per awarded 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 Multiple Task Award Contract (MTAC) Pilot for Various Related Services for Districts 7, 8, 9, 10, 11, 12, and 14 R1417 (RA #10)

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

Estimated Highest Annual Amount: \$30,000

Estimated Total Amount: \$60,000

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years

Options: One, 2-Year

Options Amount: \$60,000

Contract Type: Requirements

RA Number: 12170

Vendor Name: See Chart Below

Vendor Address: See Chart Below

Contract Manager: Shona Gibson, Executive Director of Operations and Process Management, Office of Related Services

Lead Contracting Officer: John Hammer, Chief Executive Officer, Special Education Office

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 Special Education Office (“SEO”) to contract with the below-named vendor to provide high-quality occupational therapy services and/or speech language therapy services for school-age (ages 5-21) and preschool-age (ages 3-5) students in various Bronx and Brooklyn Districts, as listed below, that are mandated to receive special education-related services pursuant to an approved Individualized Education Program (“IEP”).

Discussion

The DOE is mandated by federal and state law, as well as by judgments in the federal court case of Jose P. v. Sobol, to evaluate students and to provide special education-related services where indicated. In cases where the DOE is unable to provide services as recommended with in-house staff, contracted service providers are utilized pursuant to a set of competitively bid requirements contracts. Where neither DOE nor contract agency providers can be identified to provide related services to school-aged students within required timeframes, the DOE issues Related Services Authorization vouchers (“RSAs”) to families for use with qualified independent providers in accordance with a fixed-rate schedule. Similarly, the DOE issues Independent Agreements (“IAs”) to independent providers for provision of pre-school related services when no DOE or contract agency provider can be identified within required timeframes. RSAs place the burden on families to identify a provider, with support from the DOE, and often do not result in timely or full-service provision. This burden has historically been placed disproportionately and inequitably on families in the hardest to serve communities. Both RSAs and IAs are inherently inefficient, as they are issued individually for each student and service and require considerable time to process and implement.

Identifying a more effective, efficient means of hiring independent providers to provide school-based services through a competitive procurement that attracts and retains a sufficient volume of qualified

providers is a DOE priority. The DOE agreed to take steps to pilot the use of an MTAC in the Bronx for this purpose pursuant to a settlement agreement in connection with the M.G. v. New York City Department of Education (Bronx Services) class action. In addition to satisfying this legal requirement, this solicitation is expected to further strengthen the provision of Occupational Therapy/Speech Language Therapy services in the Bronx, not just for students in DOE-managed schools, but also for students in charter schools, parentally placed private schools, and private pre-school settings. Finally, the solicitation will support the provision of Yiddish Speech Language Therapy services in Brooklyn District 14, which will act as a pilot to further improve timely provision of bilingual services.

Service	Language	Districts
Occupational Therapy	N/A	7, 8, 9, 10, 11, and 12
Speech Therapy Services	English	7, 8, 9, 10, and 11
Speech Therapy Services	Yiddish	14

Vendors proposed for one or more of the above-named services, and then selected the district(s) where those services would be offered.

Proposals were distributed to an Evaluation Committee that included a Manager of Occupational Therapy, Manager of Speech Services, Manager of Budget and Personnel from the Office of Related Services, along with a Related Service Compliance Associate from the Office of Non-Public Schools. 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 Narrative/Statement of Work (10 points); Organizational Capacity (25 points); Pricing (40 points); and Demonstrated Effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Twenty-one vendors were recommended for contract awards under a previous Request for Authorization, and one is recommended here.

The proposed rates for occupational therapy and mono-lingual (English) speech therapy were compared to rates offered for positions posted on job websites for similar roles and titles. These rates were taken into consideration when establishing a range of rates that would be competitive enough to sustain occupational therapy and English speech therapy services in hard to serve areas.

There were only a limited number of job postings and current market data available for bilingual (Yiddish) speech therapy, which the DOE attributes to the highly specialized nature of the service. The maximum rate for English speech therapy established under this procurement was compared to the RSA rate, which the DOE offers parents to obtain this service. The percentage increase was applied to the RSA rate for Yiddish speech, establishing the range for Yiddish-based services under this procurement.

Accordingly, pricing for vendors that proposed rates within the range for occupational therapy, as well as speech therapy including English and Yiddish-based services, can be determined to be fair and reasonable.

The estimated annual contract amount for each recommended vendor is based on the amount for new vendors with a related services requirements MTAC contract of \$30,000 for each awarded service component and district.

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.

Estimated Contract Amount for Recommended Vendor

Vendor Name & Address	Component(s)	District(s)	Estimated Annual / Total Amount
The Language Station, LLC 145 Mineral Springs Avenue Passaic, NJ 07055	Bilingual Speech (Yiddish)	14	\$30,000 / \$60,000

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 for Multiple Task Award Contract (MTAC) Pilot for Various Related Services for Districts 7, 8, 9, 10, 11, 12, and 14 R1417 (RA #9)

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

Estimated Highest Annual Amount: \$30,000

Estimated Total Amount: \$60,000

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years

Options: One, 2-Year

Options Amount: \$60,000

Contract Type: Requirements

RA Number: 12106

Vendor Name: See Chart Below

Vendor Address: See Chart Below

Contract Manager: Shona Gibson, Executive Director of Operations and Process Management, Office of Related Services

Lead Contracting Officer: John Hammer, Chief Executive Officer, Special Education Office

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 Special Education Office (“SEO”) to contract with the below-named vendor to provide high-quality occupational therapy services and/or speech language therapy services for school-age (ages 5-21) and preschool-age (ages 3-5) students in various Bronx and Brooklyn Districts, as listed below, that are mandated to receive special education-related services pursuant to an approved Individualized Education Program (“IEP”).

Discussion

The DOE is mandated by federal and state law, as well as by judgments in the federal court case of Jose P. v. Sobol, to evaluate students and to provide special education-related services where indicated. In cases where the DOE is unable to provide services as recommended with in-house staff, contracted service providers are utilized pursuant to a set of competitively bid requirements contracts. Where neither DOE nor contract agency providers can be identified to provide related services to school-aged students within required timeframes, the DOE issues Related Services Authorization vouchers (“RSAs”) to families for use with qualified independent providers in accordance with a fixed-rate schedule. Similarly, the DOE issues Independent Agreements (“IAs”) to independent providers for provision of pre-school related services when no DOE or contract agency provider can be identified within required timeframes. RSAs place the burden on families to identify a provider, with support from the DOE, and often do not result in timely or full-service provision. This burden has historically been placed disproportionately and inequitably on families in the hardest to serve communities. Both RSAs and IAs are inherently inefficient, as they are issued individually for each student and service and require considerable time to process and implement.

Identifying a more effective, efficient means of hiring independent providers to provide school-based services through a competitive procurement that attracts and retains a sufficient volume of qualified

providers is a DOE priority. The DOE agreed to take steps to pilot the use of an MTAC in the Bronx for this purpose pursuant to a settlement agreement in connection with the M.G. v. New York City Department of Education (Bronx Services) class action. In addition to satisfying this legal requirement, this solicitation is expected to further strengthen the provision of Occupational Therapy/Speech Language Therapy services in the Bronx, not just for students in DOE-managed schools, but also for students in charter schools, parentally placed private schools, and private pre-school settings. Finally, the solicitation will support the provision of Yiddish Speech Language Therapy services in Brooklyn District 14, which will act as a pilot to further improve timely provision of bilingual services.

Service	Language	Districts
Occupational Therapy	N/A	7, 8, 9, 10, 11, and 12
Speech Therapy Services	English	7, 8, 9, 10, and 11
Speech Therapy Services	Yiddish	14

Vendors proposed for one or more of the above-named services, and then selected the district(s) where those services would be offered.

Proposals were distributed to an Evaluation Committee that included a Manager of Occupational Therapy, Manager of Speech Services, Manager of Budget and Personnel from the Office of Related Services, along with a Related Service Compliance Associate from the Office of Non-Public Schools. 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 Narrative/Statement of Work (10 points); Organizational Capacity (25 points); Pricing (40 points); and Demonstrated Effectiveness (25 points). Successful vendors were required to achieve a minimum score of 80 points.

Twenty vendors were recommended for contract awards under a previous Request for Authorization, and one is recommended here.

The proposed rates for occupational therapy and mono-lingual (English) speech therapy were compared to rates offered for positions posted on job websites for similar roles and titles. These rates were taken into consideration when establishing a range of rates that would be competitive enough to sustain occupational therapy and English speech therapy services in hard to serve areas.

There were only a limited number of job postings and current market data available for bilingual (Yiddish) speech therapy, which the DOE attributes to the highly specialized nature of the service. The maximum rate for English speech therapy established under this procurement was compared to the RSA rate, which the DOE offers parents to obtain this service. The percentage increase was applied to the RSA rate for Yiddish speech, establishing the range for Yiddish-based services under this procurement.

Accordingly, pricing for vendors that proposed rates within the range for occupational therapy, as well as speech therapy including English and Yiddish-based services, can be determined to be fair and reasonable.

The estimated annual contract amount for each recommended vendor is based on the amount for new vendors with a related services requirements MTAC contract of \$30,000 for each awarded service component and district.

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.

Estimated Contract Amount for Recommended Vendor

Vendor Name & Address	Component(s)	District(s)	Estimated Annual / Total Amount
FAMSY Family Services, LLC 3208 Avenue K Brooklyn, NY 11210	Bilingual Speech (Yiddish)	14	\$30,000 / \$60,000

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 for Professional Development for School Leaders and Teachers – R1179 (RA40)

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

Estimated Highest Annual Amount: \$30,000

Estimated Total Amount: \$150,000

Funding Source: Tax Levy & City/State Reimbursable

Contract Retroactive? No

Contract Term: 5 Years

Options: One, 3-Year

Options Amount: \$90,000

Contract Type: Requirements

RA Number: 12148

Vendor Name: IPSquared Inc.

Vendor Address: 135 Washington Avenue, First Floor, Brooklyn, New York 11205

Awarded Component(s): 1

Contract Manager: Jacqueline Mcallister, Senior Director of Finance and Operations, Office of Educator Development

Lead Contracting Officer: Kimberly Wittmer, Executive Director, Office of Curriculum, Instruction & Professional Learning

Division of Contracts & Purchasing Contact: Joy Gentolia, Director, Instructional Services 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.

Ninety 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.

IPSquared Inc. offers to provide professional development workshops in leadership development focused on inquiry-based learning, holistic leadership and equity, utilizing the five framework: leadership, anti-bias, relationships, learning science and process. The service offerings will include follow up visits, assessments, and research-based methods of instruction and adult learning.

Pricing for IPSquared Inc. 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 IPSquared Inc. 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.

Procurement Method: Multiple Task Award Contract per DOE Procurement Policy & Procedures, Section 3-04
Estimated Highest Annual Amount: \$120,000
Estimated Total Amount: \$600,000
Funding Source: Tax Levy & City/State Reimbursable
Contract Retroactive? No
Contract Term: 5 Years
Options: One; 3-Year **Options Amount:** \$360,000
Contract Type: Requirements
RA Number: 12152

Vendor Name: See List Below
Vendor Address: See List Below
Awarded Component(s)*: See List Below

Contract Manager: Shifat Jahreen, Director of Arts Education Program Implementation
Lead Contracting Officer: Paul J. Thompson, Executive Director, Office of Arts & Special Projects
Division of Contracts & Purchasing Contact: Joy Gentolia, Director, Instructional Services Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Arts and Special Projects (“OASP”) to contract with the below-named vendors to provide Arts Education Services. Services will be provided at the discretion of each participating school or central office operating on behalf of a school or consortium of schools.

Discussion

This request for Arts Education Services replaces a previous Arts Education solicitation. The approved vendors will deliver services that support and advance teaching and learning by building on the Blueprint for Teaching and Learning in the Arts (“Blueprint”), the New York State Learning Standards (“NYSLS”) for the Arts, and the National Coalition for Core Arts Standards. The Blueprint forms the basis for instructional programs in dance, music, theater, visual arts, and the moving image, and is built upon five strands of arts learning: (1) Arts Making; (2) Literacy in the Arts; (3) Making Connections; (4) Community and Cultural Resources; and (5) Careers and Lifelong Learning. Awarded vendors will deliver culturally responsive services and integrate the guidelines established in the Blueprint while enhancing studies in other disciplines.

The proposals were distributed to an Evaluation Committee that included Arts Coordinators and Directors from OASP, all of whom are knowledgeable of the Blueprint and the NYSLS for the Arts. All members of the committee have participated in developing the Blueprint, are currently implementing arts programming, and possess years of experience within New York City public schools or DOE central offices. To ensure scoring consistency, a training session was conducted for all committee members where they received an overview of the process and a scoring rubric. Proposals were evaluated using the following criteria: Program Plan (25 points), Organizational Capacity (25 points), Demonstrated Effectiveness (25 points), and Price (25 points). Successful vendors were required to achieve a minimum score of 80 points.

One hundred fourteen vendors were recommended for contract awards under previous Requests for Authorization, and three are recommended here.

Broadway Bound Kids, Inc. offers an interactive journey of song and dance that introduces students to the performing arts and foundation of musical theater. Students learn exploratory acting, script writing and dance moves focused on rhythm, technique and expression including Jazz, Hip Hop, Theatre, Contemporary and Ballet.

Capulli Mexican Dance Company offers dance residency where students are guided through an exploration of movement with Mexican Folkloric dances where they learn about the history, culture and movement of pre-hispanic to current traditional dances.

Scribble Art Workshop Corporation offers visual arts residency that fosters foundational artistic skills, including problem solving, visual literacy, and creative expression through diverse media and hands-on experiences e.g. mixed media paintings, sculpting abstract artworks, murals and storytelling through art.

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 all three vendors is based on the estimated annual contract amount for new vendors with an Arts Educations Services requirements MTAC contract of \$30,000 per awarded 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 Names & Addresses	Component(s)	Estimated Annual / Total Amount
Broadway Bound Kids, Inc. 630 W. 135 th Street #3 New York, NY 10031	1,3	\$60,000 / \$300,000
Calpulli Mexican Dance Company 2512 77 th Street East Elmhurst, NY 11370	1	\$30,000 / \$150,000
Scribble Art Workshop Corporation 5030 Broadway, Suite 816, New York, NY 10034	4	\$30,000 / \$150,000

***Awarded Components:**

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

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 51)

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: 12025

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 vendor 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 thirty vendors were recommended under previous Requests for Authorization, and one is 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.

T.S.O.B Consulting, LLC (“T.S.O.B”) provides an array of direct student programming in the areas of mentoring, bullying prevention, and recreation/sports designed to support students and engage family and community. Services are rooted in a Social-Emotional Learning (“SEL”) approach to increase emotional intelligence, promote better decision-making and self-confidence, as participants engage in activities that allow them to build a variety of academic and life skills and more effectively goal-set and plan for their futures.

Pricing for T.S.O.B 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 T.S.O.B 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 Name & Address	Component(s)	Estimated Annual / Total Amount
T.S.O.B Consulting, LLC 1221 East 101 st Street Brooklyn, NY 11236	4, 5, 10	\$90,000 / \$450,000

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 for Multiple Task Award Contract (MTAC) Pilot for Various Related Services for Districts 7, 8, 9, 10, 11, 12, and 14 R1417 (RA #11)

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

Estimated Highest Annual Amount: \$180,000.00

Estimated Total Amount: \$360,000.00

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years

Options: One, 2-Year

Options Amount: \$360,000.00

Contract Type: Requirements

RA Number: 12181

Vendor Name: See Chart Below

Vendor Address: See Chart Below

Contract Manager: Shona Gibson, Executive Director of Operations and Process Management, Office of Related Services

Lead Contracting Officer: John Hammer, Chief Executive Officer, Special Education Office

Division of Contracts & Purchasing Contact: Bryan Hester, Associate Director, Instructional Service Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Special Education Office (“SEO”) to contract with the below-named vendor to provide high-quality occupational therapy services and/or speech language therapy services for school-age (ages 5-21) and preschool-age (ages 3-5) students in various Bronx and Brooklyn Districts, as listed below, that are mandated to receive special education-related services pursuant to an approved Individualized Education Program (“IEP”).

Discussion

The DOE is mandated by federal and state law, as well as by judgments in the federal court case of *Jose P. v. Sobol*, to evaluate students and to provide special education-related services where indicated. In cases where the DOE is unable to provide services as recommended with in-house staff, contracted service providers are utilized pursuant to a set of competitively bid requirements contracts. Where neither DOE nor contract agency providers can be identified to provide related services to school-aged students within required timeframes, the DOE issues Related Services Authorization vouchers (“RSAs”) to families for use with qualified independent providers in accordance with a fixed-rate schedule. Similarly, the DOE issues Independent Agreements (“IAs”) to independent providers for provision of pre-school related services when no DOE or contract agency provider can be identified within required timeframes. RSAs place the burden on families to identify a provider, with support from the DOE, and often do not result in timely or full-service provision. This burden has historically been placed disproportionately and inequitably on families in the hardest to serve communities. Both RSAs and IAs are inherently inefficient, as they are issued individually for each student and service and require considerable time to process and implement.

Identifying a more effective, efficient means of hiring independent providers to provide school-based services through a competitive procurement that attracts and retains a sufficient volume of qualified providers is a DOE priority. The DOE agreed to take steps to pilot the use of an MTAC in the Bronx for this purpose pursuant to a settlement agreement in connection with the M.G. v. New York City Department of Education (Bronx Services) class action. In addition to satisfying this legal requirement, this solicitation is expected to further strengthen the provision of Occupational Therapy/Speech Language Therapy services in the Bronx, not just for students in DOE-managed schools, but also for students in charter schools, parentally placed private schools, and private pre-school settings. Finally, the solicitation will support the provision of Yiddish Speech Language Therapy services in Brooklyn District 14, which will act as a pilot to further improve timely provision of bilingual services.

Service	Language	Districts
Occupational Therapy	N/A	7, 8, 9, 10, 11, and 12
Speech Therapy Services	English	7, 8, 9, 10, and 11
Speech Therapy Services	Yiddish	14

Vendors proposed for one or more of the above-named services, and then selected the district(s) where those services would be offered.

Proposals were distributed to an Evaluation Committee that included a Manager of Occupational Therapy, Manager of Speech Services, Manager of Budget and Personnel from the Office of Related Services, along with a Related Service Compliance Associate from the Office of Non-Public Schools. 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 Narrative/Statement of Work (10 points); Organizational Capacity (25 points); Pricing (40 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 recommended here.

The proposed rates for occupational therapy and mono-lingual (English) speech therapy were compared to rates offered for positions posted on job websites for similar roles and titles. These rates were taken into consideration when establishing a range of rates that would be competitive enough to sustain occupational therapy and English speech therapy services in hard to serve areas.

There were only a limited number of job postings and current market data available for bilingual (Yiddish) speech therapy, which the DOE attributes to the highly specialized nature of the service. The maximum rate for English speech therapy established under this procurement was compared to the RSA rate, which the DOE offers parents to obtain this service. The percentage increase was applied to the RSA rate for Yiddish speech, establishing the range for Yiddish-based services under this procurement.

Accordingly, pricing for vendors that proposed rates within the range for occupational therapy, as well as speech therapy including English and Yiddish-based services, can be determined to be fair and reasonable.

The estimated annual contract amount for each recommended vendor is based on the amount for new vendors with a related services requirements MTAC contract of \$30,000 for each awarded service component and district.

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.

Estimated Contract Amount for Recommended Vendor

Vendor Name & Address	Component(s)	District(s)	Estimated Annual / Total Amount
Dana's Occupational Therapy Services, PLLC 106 Ash Drive Great Neck, NY 11021	Occupational Therapy	7, 8, 9, 10, 11, 12	\$180,000 / \$360,000

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 Amend Health and Human Services Contracts to Provide Allowances for Future Budgetary Increases

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

Estimated Highest Annual Amount: \$182,647.50

Estimated Total Amount: \$182,647.50

Funding Source: Tax Levy Fund

Contract Retroactive? Yes

Contract Term: See Below

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12178

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 Office of Community Schools (“OCS”), Office of Student Pathways (“OSP”), Office of Related Services (“ORS”), Office of School Health (“OSH”), and Early Childhood Education (“ECE”) to amend health and human services (“HHS”) contracts listed below to include an allowance clause to provide a contingency for future citywide funding initiatives.

This Request for Authorization (“RA”) seeks approval to amend the contracts for the ECE program. RAs for each of the remaining programs will seek separate approvals.

Discussion

Based on the recommendations of “A Better Contract for New York - A Joint Task Force to Get Nonprofits Paid on Time,” New York City is amending current HHS contracts to include an allowance clause. This allowance clause will eliminate the administrative burden of processing amendments for anticipated budgetary increases such as cost of living increases, changes in indirect cost rates, and other funding increases. By incorporating the allowance clause into HHS contracts, the expectation is that this change will significantly reduce contract delays and create a more efficient contract process.

As a non-mayoral agency, the DOE has opted to align with the City in amending its current eligible HHS contracts, of which the OSP, OCS, ORS, OSH, and ECE programs were among the service areas deemed eligible for the allowance. Adopting the allowance clause to essentially build in contingency amounts eliminates the need to do single transactional amendments (i.e. COLA, ICR, WEI, etc.). Based on analysis, the City determined that 25% contingency is sufficient to provide for budget adjustments for in-scope changes that normally require amendments. Incorporating this clause is less burdensome for future amendments for in-scope changes resulting from citywide funding initiatives.

Early Childhood programs provide high quality early childhood care and education to children from birth to five years old in a variety of different programs including Pre-K for All, 3-K for All, Early learn and Family Child Care. These programs provide opportunities to help children develop language, skills, and knowledge of the world. Children will build upon early social and emotional skills, problem solving, imaginative thinking, pre-reading writing, and math skills. Children will also build physical strength and coordination skills through activities such as running and using paint brushes or crayons. Whole group and small group activities, outdoor playtime, naptime, and meals are also included in a typical classroom day. These experiences will help each lay the foundation for a child’s future success in school and life.

These amendments include contracts competitively procured and in effect during FY23 and through the term of the contract. The underlying costs were determined to be fair and reasonable at the time of the procurement processes for each underlying contract. The following table details the 25% allowance amendment amount and term per contract, per vendor.

Service Type	Site ID	Provider Name	Contract Term	Contract Number	Contract Amount	25% Allowance	Revised Contract Amount
Head Start	KBUV	University Settlement Society of New York	7/1/2023-6/30/2025	9456490	\$730,590.00	\$182,647.50	\$913,237.50

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):

University Settlement Society of New York

A review of University Settlement Society of New York’s (University Settlement) PASSPort submission identified the following agency-reported caution:

- In January 2023, University Settlement self-reported an incident to the New York City Department of Health and Mental Hygiene (DOHMH) regarding lack of supervision and paid a \$250 fine. DOHMH reviewed the information disclosed and determined that the vendor took appropriate action and preventative measures to ensure this incident does not reoccur.
- In April 2022, University Settlement reported an incident to DOHMH due to lack of supervision of a participant. DOHMH determined that University Settlement’s program violation was substantiated. University Settlement implemented several new processes and was required to pay a fine of \$1,500. The fine has been paid in full.

In light of University Settlement’s corrective actions, and its satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Amend Contract with Vendors for the Provision of Birth to Five Services

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

Estimated Annual Amendment Amount: \$1,719,245.00

Estimated Amendment Total: \$6,280,415.00

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: See table below

Options: None

Options Amount: None

Contract Type: Requirements

RA Number: 12161

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, Health & Human Services

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of Early Childhood Education (“DECE”) to amend certain vendor contracts for birth-to-five services, to change slot types and/or increase the number of slots based on community need, and/or to provide additional funding in accordance with various DOE initiatives.

Discussion

A Request for Proposals (“RFP R1267” or the “RFP”), which was released on March 5, 2019, sought to identify eligible, high-quality vendors willing to collaborate with the DECE to provide birth-to-five services, consisting of both Extended Day and Year (“EDY”) slots for income-eligible children ages six-weeks to five-years-old, and School Day and Year Slots (“SDY”) with universal eligibility for children ages three- and four-years-old. Contracts were awarded through the RFP with vendors receiving a specified number of slots, broken down by service model and age group. Per-child rates were negotiated for each slot type and age group.

Since these contracts were registered by the Comptroller’s Office, a number of issues have arisen requiring an amendment to the original contracts to provide additional funding for certain initiatives, and in some cases, for the vendor to offer additional slots or different service types. Depending on the circumstances, vendors may be receiving a contract amendment for the following reasons:

Changes to Slot Type: After registration, a number of vendors informed the DECE that changes to their contracts were required in order to be responsive to the needs of families interested in enrolling their children. Specifically, these vendors reported that fewer families than anticipated were interested in enrolling children in EDY slots and that demand for SDY slots exceeded the contracted allotment. DECE met with each vendor to discuss the changes and now recommends amending the contracts to better meet the needs of children and families, and ensure that vendors have adequate resources to operate a high-quality program.

Addition of School Day and Year 3-K & Year 4-K for all services: DECE performed a needs analysis for full-day 3-K & 4-K seats, measuring the seat gap by evaluating the difference between the estimated number of students in each district and zone, and the number of seats available. DECE conducted outreach to current providers in to express intent and demonstrate capacity to provide additional services at their contracted locations.

Vendors requiring start-up funds were offered additional resources outside of their negotiated per-child rate for the first year of their contract amendment. These funds will support facility improvements necessary for their required Department of Health and Mental Hygiene (“DOHMH”) permit, other small upgrades, or for furniture and other materials for their new classrooms. DOHMH space requirements limit each classroom to 15 students with one lead teacher and one paraprofessional.

The chart below lists the vendors recommended for a contract amendment, and which of the categories listed above are applicable to each vendor:

Site ID	Vendor Name	Term	Slot Allocation	Toddler Amendment	3K Amendment	4K Amendment	Annual Amendment Amount	Total Amendment Amount
KASR	National Association Of Family Development Centers, Inc.	7/1/2022-6/30/2026	\$4,490,720.00	-	-	-	\$1,122,680.00	\$4,490,720.00
KDYB	INITIAL STEPS CHILD DEVELOPMENT CENTER	7/1/2023-6/30/2026	-	-	-	\$952,695.00	\$317,565.00	\$952,695.00
QCEA	REHOBOTH CARE INC.	7/1/2023-6/30/2026	-	-	-	\$837,000.00	\$279,000.00	\$837,000.00

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.

The original contract was competitively procured in July 2018 under Request for Bids (“RFB”) - B2815. Upon expiration of the base term in June 2023 the DOE exercised its 270-day contractual extension option which expired in March 2024 (together with the original awarded contracts, the “Original Contracts”). Subsequently, the DOE exercised a one-year non-contractual extension per its Procurement Policy and Procedures (“PPP”) Section 4-07(a) from March 27, 2024, to March 26, 2025. Therefore, an additional one-year non-contractual extension per PPP Section 4-07(b) is required to allow sufficient time for the completion of the new solicitation process.

The replacement Request for Bid (“B5825”) which opened November 2023 could not be awarded because bidders failed to comply with all material terms and conditions of the solicitation and all material requirements of the specifications. After carefully reviewing the bid submission, it has been determined that no award will be made as it is believed such an action would be in the best interests of the DOE.

The Office of Pupil Transportation is in the process of preparing a new bid that is not expected to be in place at the expiration of the contract extension, March 26, 2025. This contract extension is necessary to ensure schools have safe and reliable transportation. These contracts extensions may be terminated at any time, upon thirty (30) days’ written notice in the event an award is made to the replacement bid before the end of the extension period.

The estimated amount is based on FY24/FY25 usage and CPI increases. Annual price adjustments are in accordance with the original contract. The original unit pricing, which was determined to be fair and reasonable, will remain in effect during the proposed contract extension, with any applicable adjustments in accordance with the original contract.

S & J Tours is a certified Minority and Woman-Owned Business Enterprise with the City of New York.

Vendor	Aggregate Class Award	Total Contract Extension Amount
Academy Express, LLC 111 Paterson Avenue, Hoboken, NJ 07030	Primary Award: AC4. Queens AC5. Staten Island Secondary Award: AC1. Bronx AC2. Brooklyn AC3. Manhattan AC6. Two Day, One Night Trip AC9. Five Day, Four Night Trip AC10. Six Day, Five Night Trip Tertiary Award: AC7. Three Day, Two Night Trip AC8. Four Day, Three Night Trip	\$5,755,087.83
Accord Bus, LLC 575 Scholes Street, Brooklyn, NY 11237	Primary Award: AC2. Brooklyn AC8. Four Day, Three Night Trip Secondary Award: AC7. Three Day, Two Night Trip	\$1,641,763.67
J & R Tours, LTD 187 Route 303, Valley Cottage, NY 10989	Primary Award: AC1. The Bronx	\$1,499,958.15

S & J Tour & Bus, Inc. 185 Canal Street, #402, New York, NY 10013	Primary Award: AC3. Manhattan	\$194,515.83
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OPT has confirmed these vendors have provided satisfactory services under their contract.

On December 5, 2024, the Committee on Contracts recommended extending these contracts.

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):

[Academy Express, LLC](#)

A review of Academy Express LLC's (Academy Express) PASSPort submission revealed the following two cautions:

- From October 2020 to November 2022, prime vendor Academy Express, parent company Academy Bus LLC and affiliates Academy Lines LLC and Number 22 Hillside LLC were investigated by the Office of the State of New Jersey Attorney General (NJ AG) for allegedly failing to accurately report missed trips to the New Jersey Transit and for being overpaid. On February 11, 2022, the defendants entered into a \$20.5 million settlement agreement with the NJ AG on behalf of the New Jersey Transit, implemented new written policies and procedures that ensure accurate reporting of trips and miles on all contracts, and utilized an independent oversight monitor approved by the New Jersey Transit to oversee the accuracy of the Academy organizations' internal records of trip operations. The NJ AG advised that the defendants are in compliance with the settlement agreement.
- In March of 2022, the New Jersey Transit board denied a bid from prime vendor Academy Express for non-responsibility due to integrity concerns related to the NJ AG settlement. The vendor advised that the Academy organizations remain in good standing with the NJ AG and with the New Jersey Transit, and that each entity remains qualified to bid on public contracts.

Additionally, the DOE is also aware of the following information:

- Two news articles from July 2024 and August 2023 reported that former employees filed lawsuits against parent company Academy Bus under the Fair Labor Standards Act for failure to pay overtime wages. The vendor advised that one lawsuit was settled, and the other is currently pending.
- An April 2024 news article reported that an individual filed an automobile negligence lawsuit against parent company Academy Bus. The vendor advised that the matter is pending.
- An August 2021 news article reported that a former employee filed a lawsuit against affiliate Academy Lines LLC under the New Jersey Family Leave Act for wrongful termination. The vendor advised that the matter was settled for \$40,000 and it has implemented anti-discriminatory training for its employees.
- A February 2020 news article reported that an individual filed a complaint against prime vendor Academy Express under the Americans of Disabilities Act of 1990 for failure to provide

wheelchair accessible bus accommodations. The vendor advised that this matter was settled for \$10,000 and it implemented new inspection and training procedures.

- A February 2019 news article reported that the Conservation Law Foundation (CLF) filed a lawsuit against parent Academy Bus LLC under the Federal Clean Air Act (FCLF) for alleged instances of excessive bus idling. The vendor advised that the matter is pending.

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

Request for Authorization to Extend a Contract with Deluxe Delivery Systems, Inc. to Provide for the Pick-Up, Delivery, and Storage of Secure and Non-Secure Test Materials – B0881

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

Estimated Highest Annual Amount: \$620,681.50

Estimated Total Amount: \$620,681.50

Funding Source: Tax Levy

Contract Retroactive? Yes

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

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 12139

Vendor Name: Deluxe Delivery Services Inc.

Vendor Address: 729 Seventh Avenue 2nd Avenue, New York, NY 10019

Contract Manager: David Fields, Director of Special Projects, Office of Assessment

Lead Contracting Officer: Jonathan Winstone, Director of Operations, Office of Policy and Evaluation

Division of Contracts & Purchasing Contact: Sophia Hargraves, Director of Central Office Procurement

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Assessment (“OA”) to extend a contract with Deluxe Delivery Systems, Inc. (“DDS”) to provide for the pick-up, delivery, and storage of secure and non-secure testing materials

Discussion

OA requires a secure method for the pick-up, delivery, and storage of citywide testing materials. Under this contract, DDS securely transports assessment materials, such as completed student exams, from schools to numerous scoring sites. It also delivers non-secure assessment materials such as blank answer booklets, boxes, labels, and paper.

DDS was awarded a five-year contract with contractual two, one-year options, plus an additional contractual 180-day option to extend pursuant to Request for Bids (“RFB”) – B0881. The DOE exercised each of these contractual options and subsequently exercised six additional one-year non-contractual extensions and one two-year non-contractual extension. A six-month non-contractual extension is required to provide for continuity of services until a contract award is made pursuant to a new competitive solicitation - RFB B2802 for system-wide pickup, fulfillment, delivery, and storage services to meet the expanding demand for these services throughout the DOE. The new contract award is anticipated to be made in Spring 2025. As these services have significantly evolved from the prior solicitation, an extended review and formalization of the scope for the new RFB have been necessary to ensure accurate representation of the DOE’s needs.

DDS proposed an increase in the current prices of 4% to extend, resulting in a total contract amount of \$620,681.50. The increase falls below the increase in the Producer Price Index specified under the original contract. Accordingly, pricing can be determined to be fair and reasonable.

It is necessary to contract for these services because the DOE does not possess the expertise, personnel, and/or resources necessary to meet the service requirements.

The Committee on Contracts recommended extending the contract with Deluxe Delivery Systems on December 05, 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):

[Deluxe Delivery Systems, Inc.](#)

A review of Deluxe Delivery Systems, Inc. (Deluxe) PASSPort submission identified the following caution:

- In October 2023 and November 2023, Deluxe was placed on corrective action plans (CAP) by the New York City Department of Education (DOE) due to overbilling and performance issues on two contracts for pick-up and delivery services from November 2021 – June 2023.

In light of the information presently available to the DOE, the corrective actions taken by Deluxe, and the vendor's overall satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

Request for Authorization to Extend and Amend a Contract with Deluxe Delivery Systems, Inc. to Provide System-Wide Courier Services – B1841

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

Estimated Highest Annual Amount: \$623,342.48

Estimated Total Amount: 623,342.48

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: 01/01/2025 – 06/30/2025; 6 Months

Options: None **Options Amount:** None

Contract Type: Requirements

RA Number: 12140

Vendor Name: Deluxe Delivery Systems, Inc.

Vendor Address: 729 Seventh Avenue, 2nd Fl, New York, NY 10019

Contract Manager: Christina Ozata, Operations Manager, Administrative Services

Lead Contracting Officer: Edwin Hernandez, Director of Administrative Services and Facilities, Administrative Services

Division of Contracts and Purchasing Contact: Sophia Hargraves, Director of Central Office 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 to extend and amend a contract with Deluxe Delivery Systems, Inc. (“DDS”) to provide courier services for all DOE schools and central offices.

Discussion

The DOE requires the pick-up and delivery of critical documents, packages, and payroll envelopes at its central offices and more than 1600 school locations. DDS is the single contracted provider for DOE interoffice mail, and on-demand deliveries system-wide. DDS was also the provider for payroll and Committee on Special Education deliveries, but these services are being eliminated with this amendment.

DDS was awarded a three-year contract with two, one-year options to extend, plus an additional contractual 180-day option to extend pursuant to a Request for Bids (“RFB”) – B1841. The DOE exercised each of these contractual options and subsequently executed six non-contractual extensions. The DOE is exercising a 6-month extension for continuity of services. The new contract awards are anticipated to be made in Spring 2025 from the new solicitation - B2802 Courier Services.

DDS proposed an increase in the current prices of approximately 5% to extend, resulting in a total contract amount of \$629,012.06. Negotiations led DDS to lower its prices resulting in a reduction of \$5,669.58 (.9%) and a final total contract amount of \$623,342.48. Overall, the current prices increased

by 4%, which falls below the increase in the Consumer Price Index specified under the original contract. Accordingly, pricing can be determined to be fair and reasonable.

It is necessary to contract for these services because the DOE does not possess the expertise, personnel and/or resources necessary to meet the required service requirements.

The Committee on Contracts recommended to extend and amend the contract with Deluxe Delivery Systems on December 05, 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):

[Deluxe Delivery Systems, Inc.](#)

A review of Deluxe Delivery Systems, Inc. (Deluxe) PASSPort submission identified the following caution:

- In October 2023 and November 2023, Deluxe was placed on corrective action plans (CAP) by the New York City Department of Education (DOE) due to overbilling and performance issues on two contracts for pick-up and delivery services from November 2021 – June 2023.

In light of the information presently available to the DOE, the corrective actions taken by Deluxe, and the vendor's overall satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

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

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

Estimated Highest Annual Amount: \$2,316,998.00

Estimated Total Amount: \$2,316,998.00

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: 7/1/2024-6/30/2025

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12174

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	FY25 Value
XAPU	North Bronx National Council of Negro Women Child Development Center, Inc.	\$2,316,998.00

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.

Request for Authorization to Extend Agreements 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: \$2,508,576.00

Estimated Total Amount: \$2,508,576.00

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: 12173

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 2024. 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 who have exhausted the 4-07(a) and/or 4-07(b) one year extensions 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, and 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 contracts will remain the same under the proposed extension. Therefore, pricing has been determined to be 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
MAUA	The Educational Alliance, Inc.	75	72	\$12,891.00	\$10,742.00	\$87,232.00	\$35,368.00	\$1,862,849.00
KAOQ	Yeshiva of Kings Bay Inc.	-	18	-	\$3,877.00	-	-	\$69,786.00
MAFV	Yeshivath Rabbi Samson Raphael Hirsch	30	35	\$14,000.00	\$3,649.00	-	\$28,226.00	\$575,941.00

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):

The Educational Alliance

A February 2022 news report revealed a lawsuit against The Educational Alliance, Inc. (TEA) by a former employee related to allegations of pay discrimination. In August 2023, the case was dismissed but was later appealed by the plaintiff. The vendor advised that all parties reached a confidential settlement without admission of guilt, and the matter is closed.

As the matter above has been resolved and in light of the vendor's satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

The Committee on Contracts approved this contract extension with Triumvirate on December 5, 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):

Triumvirate Environmental Inc.

A review of Triumvirate Environmental Inc.'s (Triumvirate's) PASSPort submission revealed the following information from the New York City Department of Environmental Protection's (DEP) responsibility determination (RD):

- A Google news article revealed that a lawsuit was filed against Triumvirate by a former employee due to an automobile accident on June 6, 2018. The vendor advised that the matter was settled in February 2022.

As the matter above has been resolved, and in light of the vendor's overall satisfactory performance on prior DOE contracts, the DOE determines the vendor to be responsible.

The Committee on Contracts approved this contract extension with Maximum on November 7, 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.

Requests for Authorization to Extend S & W Wilson Enterprises, Inc. Contract for
Repair of HVAC Systems – B2546

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

Estimated Highest Annual Amount: \$11,167,609

Estimated Total Amount: \$11,167,609

Funding Source: Tax Levy

Contract Retroactive? Yes

Contract Term: 06/21/2024 – 06/20/2025

Options: None

Options Amount: None

Contract Type: Requirements

RA Number: 12151

Vendor Name: S & W Wilson Enterprises, INC.

Vendor Address: 112-20 14th Avenue College Point, NY 11356

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

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

Division of Contracts & Purchasing Contact: Kassem Johami, Procurement Analyst, Transportation, Food, and Facilities Procurement

Purpose

The New York City of Department of Education (“DOE”) hereby requests authorization on behalf of the Division of School Facilities (“DSF”) to extend S & W Wilson Enterprises, Inc. (“S & W”) contract for repair of heating, ventilation, and air conditioning (“HVAC”) systems in schools and administrative buildings. The extension will be funded by DSF.

Discussion

The DOE awarded a five-year contract pursuant to a Request for Bids (“RFB”) B2546 for the repair of HVAC systems. In accordance with contractual language, the DOE exercised its 270-day renewal option, then extended the contract for an additional one year to June 20, 2023, pursuant to section 4-07 (a) of the Procurement Policy and Procedures (“PPP”). This was followed by another extension pursuant to section 4-07(b) to June 20, 2024.

The replacement solicitation was opened and is currently being evaluated for an award(s). As the replacement procurement took more time than anticipated, and to avoid any lapse in services, an additional year is being sought to ensure HVAC repairs can be completed. Once a contract is approved and registered under the new solicitation, this proposed extension will be terminated.

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.

Aside from the term, there are no other changes to the contract. The previous contract prices were determined to be fair and reasonable because they were awarded under a competitive procurement, which received six (6) bids. Unit prices will remain unchanged during the proposed extension period, except for annual Consumer Price Index (“CPI”) adjustments as outlined in the contract. Accordingly, the prices under this extension are determined to be fair and reasonable.

DSF has determined that S & W have performed satisfactorily under its existing contract and the estimated amount is based on the same unit prices as the base contract.

The Committee on Contracts approved the recommended extension with S & W on December 5, 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 Team C.O.L Management Inc for the Removal and Disposal of Asbestos Containing Materials

– B5911

Procurement Method: M/WBE Simplified Procurement per DOE Procurement Policy and Procedures, Section 3-10(c)(2-A)

Estimated Highest Annual Amount: \$ 750,000.00

Estimated Total Amount: \$1,500,00.00

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12071

Vendor Name: Team C.O.L Management Inc

Vendor Address: 99 Main Street Suite 114 Nyack, New York 10960

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 & Purchasing Contact: Ricardo Bellamy, Procurement Analyst, Transportation, Food and Facilities Procurement

Purpose

On behalf of the Division of School Facilities (“DSF”), the New York City Department of Education (“DOE”) hereby requests authorization to contract with Team C.O.L Management Inc. (“Team C.O.L”), a Minority and Women-Owned Business Enterprise (“M/WBE”), for the Removal and Disposal of Asbestos Containing Materials in schools and administrative buildings. This contract will replace an expiring contract and will be funded by DSF.

Discussion

This simplified procurement was released as an MWBE discretionary solicitation, solely to NYC MWBE Certified vendors and advertised on the DCP MWBE website. The DOE solicited 44 MWBE vendors that were provided by the Office of Supplier Diversity (“OSD”). The simplified procurement consisted of one (1) Citywide Aggregate Class (“AC”) including all districts.

The scope of work under the contract includes the labor, materials, and equipment including ladders, scaffolding, supervision, installation costs, tools, travel time, time on the site, transportation costs, trucking, insurance costs, overhead and profits, filing of any required permits, legal removal of any and all debris, and any other incidental items required to perform the work as per the specifications in the solicitation. This contract covers the removal of Asbestos Containing Materials (“ACMs”) from various classrooms and areas within school buildings, other DOE buildings, and leased premises throughout the boroughs of the City of New York as requested by the Board of Education Environmental Health and Safety Unit.

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.

DSF held a qualification meeting with Team C.O.L, the lowest bidder, and it was determined that they had the organizational capacity to perform the services as required under the simplified procurement. As such for this procurement, Team C O L was recommended for the award.

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 Fishtank Learning, Inc. to Provide the Entire line of Fishtank Learning Software & Digital Content

Procurement Method: Listing Application per DOE Procurement Policy & Procedures, Section 3-06

Estimated Highest Annual Amount: \$73,218

Estimated Total Amount: \$219,654

Funding Source: Various, including Tax Levy and Reimbursable

Contract Retroactive? No

Contract Term: 3 Years

Options: One, 2-Year

Options Amount: \$146,436

Contract Type: Requirements

RA Number: 12023

Vendor Name: Fishtank Learning, Inc.

Vendor Address: 769, Centre Street, Suite 208, Brookline, MA, 02445

Contract Manager: Raelene Stroom, Director, Office of Curriculum, Instruction, and Professional Learning

Lead Contracting Officer: Raelene Stroom, Director, Office of Curriculum, Instruction, and Professional Learning

Division of Contracts & Purchasing Contact: Kay Robbins, Procurement Analyst, Technology and Instructional Material 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 Fishtank Learning, Inc. (“Fishtank Learning”) to provide the entire line of Fishtank Learning Educational Software and Digital content.

Discussion

Fishtank Learning provides an ELA and Math curriculum for students in grades K-12. Fishtank Learning curriculum engages students with grade level reading, writing, mathematics, speaking, and listening standards. The curriculum allows teachers to assign lesson plans and lesson goals directly to their students, review students’ work, and provide feedback to the student right away.

Fishtank Learning is the sole producer and exclusive distributor of the Fishtank Learning digital content and cannot be purchased by open competitive means. Accordingly, competitive procurement is impractical, and the DOE will utilize a listing application as its solicitation method pursuant to Section 3-06 of the DOE’s Procurement Policy and Procedures (“PPP”).

Fishtank Learning has offered a 15% discount off manufacturer’s suggested retail price (“MSRP”) for the entire line of Fishtank Learning software. In addition, the vendor has agreed to the inclusion of a “Most Favored Customer” price certification in its contract, which ensures that the DOE will receive pricing as favorable as any Municipal, County, or State Government Agency, Board of Education, School, or School System in the United States for the same or a substantially similar quantity of items. The estimated annual amount is based on previous expenditures by schools.

Accordingly, pricing is 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.

Request for Authorization to Contract with Intellexia USA LLC to Provide Textbooks and Ancillary Materials

Procurement Method: Listing Application per DOE Procurement Policy & Procedures, Section 3-06

Estimated Highest Annual Amount: \$250,000.00

Estimated Total Amount: \$750,000.00

Funding Source: City Tax Levy

Contract Retroactive? No

Contract Term: 3 Years

Options: 2-1year option

Options Amount: \$500,000.00

Contract Type: Requirements

RA Number: 12070

Vendor Name: Intellexia USA LLC

Vendor Address: 152 E Putnam Ave #251 Cos Cob, CT 06830

Contract Manager: Vincent Rodriguez, Senior Program Manager, Division of Curriculum and Instruction

Lead Contracting Officer: Natakii David, Senior Program Analyst, Division of Curriculum and Instruction

Division of Contracts & Purchasing Contact: Dolly Figueroa, Contract Specialist, Enterprise Operations

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of Curriculum and Instruction to contract with Intellexia USA LLC (“Intellexia USA”) to provide textbooks and ancillary materials to participating public and non-public schools.

Discussion

Intellexia USA offers to provide preventive academic failure (“PAF”), which is a comprehensive structured language program for teaching reading, spelling, and handwriting using multisensory techniques. PAF contains all critical elements of a comprehensive reading program for primary grades “phonemic awareness, phonics, decoding, word recognition, vocabulary, spelling, handwriting, and comprehension strategies. As vital reading components lessons are simultaneously taught to ensure learning is strengthened and reinforced.

This product offering aligns with NYC Reads.

Intellexia USA is the sole producer and exclusive distributor of its materials, which cannot be purchased by open competitive means. Accordingly, a competitive procurement is impractical, and the DOE will utilize a listing application as its solicitation method pursuant to section 3-06 of the DOE Procurement Policy and Procedures.

Where applicable the awarded vendor will be required to meet applicable New York City Department of Education Subcontracting Goals.

The estimated contract amount is based on projected school and program office needs for upcoming years.

Intelexia USA, LLC proposed a 10% discount off list price and 7.5% shipping and handling fee. A review of Intelexia USA submitted price list, showed that it accurately reflected its published list price, the proposed 10% discount off list price and the 7.5% shipping and handling fee to NYC DOE.

In addition, the vendor has agreed to the inclusion of a “Most Favored Customer” price certification in its contract, which ensures that the DOE will receive pricing as favorable as any Municipal, County, or State Government Agency, Board of Education, School, or School System in the United States for the same or a substantially similar quantity of items.

Accordingly, pricing is 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.

Request for Authorization to Contract with Entertainers for Education Alliance, Inc.
in Support of College and Career Readiness

Procurement Method: City Council Allocation per DOE Procurement Policy & Procedures, Section 1-03(c)

Estimated Highest Annual Amount: \$150,000.00

Estimated Total Amount: \$562,500.00

Funding Source: City Council Discretionary Funding

Contract Retroactive? Yes

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

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12105

Vendor Name: Entertainers for Education Alliance, Inc.

Vendor Address: 1958 Fulton Street, Room 503 Brooklyn, NY 11233

Contract Manager: Lisreylianna Rion, Associate Director for Community-Based Organization Partnerships, Office of Student Pathways

Lead Contracting Officer: Debra Cohen, Deputy Executive Director, Office of Student Pathways

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

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Student Pathways (“OSP”) to contract with Entertainers for Education Alliance, Inc. (“E4E”) to provide College and Career Readiness for students throughout New York City.

Discussion

With funding from the New York City Council, E4E will continue to implement its I WILL GRADUATE College and Career Readiness Program (“I WILL GRADUATE”). E4E’s I WILL GRADUATE will operate and host the I WILL GRADUATE DAY NYC during Fiscal Year 2025. Under this model, they will launch their College and Career Readiness Initiative during the beginning of the school year with professional development training along with free 6-week college and career readiness curriculum designed to jump-start students' academic year and prepare them for future success.

The I WILL GRADUATE DAY NYC is a citywide effort aimed at supporting middle and high school students, as well as young adults. The program will integrate input and feedback from local stakeholders, elected officials, and the DOE to tailor each venue/location's activities. The program includes an engaging combination of informative assembly sessions and a high-energy pep rally. It features college resource tools and workshops to connect, inspire, and empower students about the importance of college and career awareness.

The contract value reflects the maximum reimbursable amount (“MRA”) under this contract which is the vendor’s cumulative Fiscal Year 2023 (“FY23”) funding cleared in FY23 and projected out for three years (FY24-26). This amount includes a buffer of 0.25 per Fiscal Year for a total of 0.75 and allows for the continuity of services should the vendor receive additional funding in years 2 or 3 of the contract.

This contract is retroactive because it is a City Council discretionary contract for Fiscal Year 2025, with a term beginning July 1, 2024, following a June 30, 2024, enacted budget.

A competitive sealed bid was not done since this was a City Council discretionary grant naming the vendor and allocating a specific amount to be paid for these services.

[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 St. Nicks Alliance Corp. in Support of College and Career Readiness

Procurement Method: City Council Allocation per DOE Procurement Policy & Procedures, Section 1-03(c)

Estimated Highest Annual Amount: \$30,000.00

Estimated Total Amount: \$112,500.00

Funding Source: City Council Discretionary Funding

Contract Retroactive? Yes

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

Options: None

Options Amount: None

Contract Type: Full Value

RA Number: 12138

Vendor Name: St. Nicks Alliance Corp.

Vendor Address: 2 Kingsland Ave, Brooklyn NY 11211

Contract Manager: Lisrelylianna Rion, Associate Director for Community-Based Organizations Partnerships, Office of Student Pathways

Lead Contracting Officer: Debra Cohen, Deputy Executive Director, Finance and Operations, Office of Student Pathways

Division of Contracts & Purchasing Contact: Akil Ward, Procurement Analyst, Strategic Procurements

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Office of Student Pathways (“OSP”) to contract with St. Nick’s Alliance Corp. (“St. Nicks”) to provide College and Career Readiness for students throughout New York City.

Discussion

St. Nicks provides comprehensive transformational coaching services that work with schools to provide programming tailored to the needs of their population to support students’ postsecondary planning and beyond. After evaluating the needs of the students, a counselor will offer programming aimed at creating a more well-rounded student who will thrive academically, professionally, and socially post-graduation.

A counselor will work closely with youth to develop a Career Plan and job readiness qualifications, as well as provide overall support throughout the school year with workshops. Each student will work to develop individualized Career Plans that focus on and achieve goals.

Services include:

- Individualized Career Plan / School Plans (i.e. explore which schools fit student needs)
- College Essays, college exploration, college application assistance
- Workshops, Regents Prep and SAT / Financial Aid, Scholarships and Grants
- Resume building, interview prep, and job application help
- Certifications and Training
- Advisory services: life skills, social emotional learning, college process & job readiness

The contract value reflects the maximum reimbursable amount (“MRA”) under this contract, which is the vendor’s cumulative Fiscal Year 2024 (“FY24”) funding cleared in FY24 and projected out for three

years (FY25-27). This amount includes a buffer of 0.25 per Fiscal Year for a total of 0.75 and allows for the continuity of services should the vendor receive additional funding in years 2 or 3 of the contract.

This contract is retroactive because it is a City Council discretionary contract for Fiscal Year 2025, with a term beginning July 1, 2024, following a June 30, 2024, enacted budget.

A competitive sealed bid was not done since this was a City Council discretionary grant naming the vendor and allocating a specific amount to be paid for these services. The DOE has sole discretion to renew this contract each year and renewal will be contingent on future City Council Discretionary awards.

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):

[St. Nicks Alliance Corp.](#)

A November 2018 news article revealed that a class action suit was filed against St. Nicks Alliance Corp. for unpaid wages. The vendor advised that the litigation has now been dismissed by the court and the claim will proceed in 1199 Union arbitration, which is ongoing.

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

Request for Authorization to Contract with Microsoft Corporation to Provide Microsoft Unified Support Services

Procurement Method: Purchases Through Governmental Contracts per DOE Procurement Policy & Procedures, Section 3-11

Estimated Highest Annual Amount: \$977,079.00

Estimated Total Amount: \$977,079.00

Funding Source: Tax Levy

Contract Retroactive? No

Contract Term: 2 Years, 5 Months

Options: None

Options Amount: None

Contract Type: Requirements

RA Number: 12099

Vendor Name: Microsoft Corporation

Vendor Address: 1 Microsoft Way, Redmond, WA, 98052

Contract Manager: Kari Auer, Sr. Director, IT Contracts & Procurement

Lead Contracting Officer: Nadia Molinari, Sr. Director, IT Contracts & Procurement

Division of Contracts & Purchasing Contact: Domion Pontrelli, Director, Technology and Instructional Material

Purpose

The New York City Department of Education (“DOE”) hereby requests authorization on behalf of the Division of Instructional Information Technology (“DIIT”) to contract with Microsoft Corporation (“Microsoft”) to provide Microsoft Support Add-On Services.

Discussion

The DOE will leverage the Office of Technology and Innovation's (“OTI”) Microsoft Unified Support contract to secure add-on services that complement existing infrastructure support services. While the main Microsoft contract provides critical infrastructure support for services such as Active Directory, DNS, Email, and SQL Server, the add-on services under the OTI contract are designed to address specific additional needs for the NYC Public Schools. These services will enhance the implementation of Microsoft products by providing targeted support in several key areas. Proactive advisory support will offer ongoing guidance to optimize and enhance system performance. Training and readiness services will prepare DOE staff with essential knowledge and skills to utilize Microsoft tools effectively. Risk mitigation services will work to identify and address potential vulnerabilities, ensuring continuity and security across platforms. Lastly, enablement services will support the operational and strategic objectives of DOE, promoting a smoother integration of Microsoft solutions within the schools. These add-ons will ensure a comprehensive support framework for DOE’s technology environment, aligning resources to meet both current and future needs.

Microsoft is offering an additional 30% off their already 9% discount off their standard US PubSec rates. Accordingly, the pricing is determined to be both fair and reasonable.

Vendor Responsibility

This award is being made through a New York City agency and has been the subject of the review required by agency guidelines. As such, the DOE is not required to conduct a separate background check, and accordingly finds the vendor responsible.