



## **THE SCHOOL DISTRICT OF PHILADELPHIA**

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### **BOARD OF EDUCATION**

### **PUBLIC MEETING**

### **AGENDA**

**JUNE 27, 2024**

#### **Call to Order - Reginald L. Streater, Esq., President**

#### **Roll Call - Lynn Rauch, General Counsel**

#### **Approval of Minutes - May 30, 2024**

#### **Committee Reports**

#### **Registered Student Speakers**

- Student Speakers List  
Board of Education - Other

#### **Superintendent Remarks - Dr. Tony B. Watlington, Superintendent**

#### **Written Testimony**

- Written Testimony  
Board of Education - Other

#### **Action Item Questions and Responses**

- Action Item Questions and Answers

#### **Registered Speakers on General Topics**

- General Speakers List

#### **Action Item**

1. Acceptance of Donation from Lovefutbol; License and Right of Entry with Urban Soccer Park for Installation of Turf Field and Related Schoolyard Improvements at the Russell Conwell Middle School (\$130,000) - Updated 6.10.2024  
Operations - Capital Programs - Other
2. Acceptance of Donation from the Indochinese American Council; License and Right of Entry with TinyWPA for Exterior Schoolyard Improvements at the Jay Cooke School (\$81,600)  
Operations - Capital Programs - Other
3. Acceptance of Funds and Execution of Agreement with the City of Philadelphia, Department of Human Services (DHS) Foster Care Student Transportation (\$200,000)  
Operations - Transportation - Grants/Donations
4. Memorandum of Understanding Between The School District of Philadelphia and Drexel University Regarding Powel Elementary School and Science

Leadership Academy Middle School - WITHDRAWN BY STAFF 6.13.2024

Superintendent - Memorandum of Understanding

5. Official School File - 2024-2025 School Year  
Superintendent - Other
6. Approval of Personnel Hires - Updated 6.25.2024  
Talent - Other
7. Approval of Personnel Terminations - Updated 6.27.2024  
Talent - Other
8. Administration's Recommendation for Termination of Professional Employees  
- WITHDRAWN BY STAFF 6.25.2024  
Talent - Other
9. Approval of Resignations and Retirements - Updated 6.27.2024  
Talent - Other
10. Contract with Philadelphia Academy of School Leaders- Neubauer Fellowship  
(\$297,000)  
Talent - Contracts
11. Contract with Various Vendors - ELA Curriculum Based Instructional  
Coaching and Professional Development (\$6,232,000)  
Talent - Contracts
12. Contract with Handshake for Recruitment (\$50,625)  
Talent - Contracts
13. Amendment to PowerSchool - Learning Management System Contract  
(\$1,107,022)  
Talent - Amended Contracts
14. Stop Loss Insurance for Health Insurance Program (\$2,498,264)  
Talent - Contracts
15. Contract with CNI Sales Inc dba Corporate Networking for Application and  
Network Load Balancing Solution (\$150,000) - Updated 6.25.2024  
Information Technology - Contracts
16. Contracts with Various Vendors for Cloud Computing Services (\$300,000)  
Information Technology - Contracts
17. Contracts with Various Vendors for Enterprise Licensing and Support  
(\$871,032) - Updated 6.25.2024  
Information Technology - Contracts
18. Contract with Databank IMX and ScribSoft Holdings for Physical Records  
Storage and Digital Records Management Platform (\$2,437,500)  
Information Technology - Contracts
19. Settlement of Claim - Christopher Boileau and Michelle Forte  
General Counsel - Other
20. Amendment of the Contract with Citizen Developer for Legal Matter  
Managment System (\$60,000)

## General Counsel - Amended Contracts

21. Cooperation Agreement with The Trust for Public Land  
Operations - Capital Programs - Other
22. Change Orders at Various Locations (\$631,004)  
Operations - Capital Programs - Other
23. Capital Award for Interior Door and Window Replacement at James G. Blaine Elementary School (\$3,600,000)  
Operations - Capital Programs - Amended Contracts
24. License Agreement with The Camelot Schools of Pennsylvania, L.L.C., High School Continuation Education Program at Olney High School  
Operations - Facilities - License
25. Contracts with Philadelphia Water Department and Vicinity Energy for Water/Sewer Services and Steam Heat (\$9,500,000)  
Operations - Facilities - Contracts
26. License Agreement with Police Athletic League (PAL)  
Operations - Facilities - License
27. Authorization of School Bus Vehicle Purchases, Infrastructure Investments, and Related Equipment and Services from Various Vendors under Sourcewell Cooperative Purchasing Program (\$41,500,000)  
Operations - Transportation - Contracts
28. Ratification of Contract with F. W. Webb Company for the Purchase of Hydration Stations (\$100,000)  
Operations - Facilities - Other
29. Amendment of Contracts with General Fire Equipment Co., Inc., Haring Fire Protection, LLC, and Philadelphia & Pennsylvania Fire Protection Co., Inc. - Fire Extinguisher Recharging, Repair & Replacement (\$200,000)  
Operations - Facilities - Amended Contracts
30. Amendment of Contract with Miller Environmental for Cleaning of Oil Storage Tanks (\$100,000)  
Operations - Facilities - Amended Contracts
31. Contract with Mansfield Oil Company of Gainesville, Inc. - Ultra-Low Sulfur Diesel Fuel (\$1,500,000)  
Operations - Transportation - Contracts
32. Contract with Milk Industry Management Corporation dba Balford for Milk Distribution (\$6,600,000)  
Operations - Food Services - Contracts
33. Contract with the City of Philadelphia Department of Public Health-Cafeteria Food Safety Inspection (\$180,000)  
Operations - Food Services - Contracts
34. Contract with 151 Foods, LLC dba Amoroso's Baking Co. for Fresh Bread Distribution (\$1,200,000)  
Operations - Food Services - Contracts

35. Contract with Various Vendors to Install CCTV Security Camera and Video Management Systems at 11 Schools (\$3,268,471)  
Operations - School Safety - Contracts
36. Memorandum of Understanding with Hazel Health  
Student Support Services - Memorandum of Understanding
37. Memoranda of Understanding for School-based Health Centers - Updated 6.10.2024  
Student Support Services - Memorandum of Understanding
38. Memorandum of Understanding with IBHS Providers Authorized by Community Behavioral Health (CBH)  
Student Support Services - Memorandum of Understanding
39. Contract with LanguageLine Solutions - Telephonic and Video Foreign Language Interpretation Services (\$1,000,000)  
Student Support Services - Contracts
40. Contract with Mission Partners Group, LLC dba Bloom Planning (\$600,000)  
Student Support Services - Contracts
41. Memorandum of Understanding with Philadelphia Academies, Inc.  
Academic Support - Memorandum of Understanding
42. Memorandum of Understanding with the City of Philadelphia for Out of School Time  
Academic Support - Memorandum of Understanding
43. Contract with Various Vendors- Out of School Time Programs for Expanded Learning Opportunities (\$20,000,000) - Updated 6.10.2024  
Academic Support - Contracts
44. Contract with Quakertown Veterinary Clinic for Farm Animals at Fox Chase Farm & Saul H.S. (\$35,000)  
Academic Support - Contracts
45. Contract with St. Christopher Hospital for Children - Work-based learning program  
Academic Support - Contracts
46. Contract with Careers through Culinary Arts Program, Inc.(\$62,400)  
Academic Support - Contracts
47. Purchase of Various State-Approved PreK Core Curriculum Resources (\$5,000,000)  
Academic Support - Contracts
48. Purchase of Various High-Quality Pre-K Supplemental Instructional Materials (\$4,000,000) - Updated 6.26.2024  
Academic Support - Contracts
49. Contract with Project Based Learning, Inc.- The Workshop School (\$600,000)  
Schools - Contracts
50. Approval of Act 80 Exception - Instructional Time Board of Education



- Schools - Other
51. Contract with Kompan - Olney Elementary Playground (\$110,000)  
Schools - Contracts
52. Capital Award for ADA Bathroom Modernization at George W. Childs School (\$2,247,272) - Added 6.10.2024  
Operations - Capital Programs - Capital Awards
53. Capital Award for ADA Bathroom Modernization at Martha Washington School (\$2,836,040) - Added 6.10.2024  
Operations - Capital Programs - Capital Awards
54. Contract with Ewing Cole, Inc. - Professional Design Services for the Renovation of the Sayre Morris Recreation Center (\$1,250,775) - Added 6.10.2024  
Operations - Capital Programs - Contracts
55. Fourth Amendment to the Lease Agreement with 18 South Seventh Street Associates, L.P., PMC Property Group for Constitution High School (\$3,446,173.52) - Added 6.10.2024  
Operations - Facilities - Lease
56. Ratification of Contract with The Center for Black Educator Development Presenter (\$2,500) - Added 6.10.2024  
Talent - Other
57. Authorization to Apply for State Facilities Improvement Grants from the Department of Community and Economic Development for Edison High School/AVTS. (\$1,531,500) - Added 6.25.2024  
Operations - Capital Programs - Other
58. Authorization to Apply for State Facilities Improvement Grants from the Department of Community and Economic Development for Martha Washington Elementary, Childs Elementary, Blaine Elementary, Overbrook High School, Cayuga Elementary, and Hopkinson Elementary. (\$21,161,261) - Added 6.25.2024  
Operations - Capital Programs - Other
59. Authorization to Levy and Assess Taxes - Real Estate Tax, Use & Occupancy Tax, School Income Tax, and Liquor by the Drink Tax - Added 6.25.2024  
Finance - Other
60. Ad Prima Charter School – Application for Charter Renewal - Added 6.25.2024/Updated 12.12.2024  
Board of Education - Other
61. Laboratory Charter School of Communication and Languages – Application for Charter Renewal - Added 6.25.2024/Updated 12.12.2024  
Board of Education - Other
62. Mariana Bracetti Academy Charter School – Application for Charter Renewal - Added 6.25.2024/Updated 12.12.2024  
Board of Education - Other
63. Maritime Academy Charter School – Application for Charter Renewal - Added 6.25.024/Updated 8.20.2024

Board of Education - Other

64. Revised Application for New Charter School – Global Leadership Academy  
International Charter High School Added 6.25.24/Updated 6.28.2024

Board of Education - Other

## **Adjourn**

## **Call to Order - Intermediate Unit Board of Directors**

## **Roll Call - Board of Directors**

## **Approval of Minutes - March 28, 2024 and May 30, 2024**

## **Action Items - Intermediate Unit**

1. Contract with QBS Midco LLC for Staff Professional Development in Safety  
Care (\$482,000)  
Academic Support - Other
2. Amendment of Contracts with Various Vendors - Supplemental Materials - No  
Cost Extension  
Finance - Other

## **Adjourn - Intermediate Unit Board of Directors**

Email: [schoolboard@philasd.org](mailto:schoolboard@philasd.org)

Twitter: [@PHLSchoolboard](https://twitter.com/PHLSchoolboard) | Facebook: [@PHLSchoolboard](https://www.facebook.com/PHLSchoolboard)

## Registered Student Speakers - •

**Title:** Student Speakers List

**Board of Education Meeting Date:** 6/27/2024

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

Student Speakers List

Type

Supporting Document

**Registered Student Speakers****Primary Waitlist**

1. Jayden Myricks, Global Leadership  
Academy Southwest  
Topic: Global Leadership  
International  
High School
2. Abdul-Haleem Hawkins, Global  
Leadership Academy Southwest  
Topic: Global Leadership  
International  
High School
3. Troy Williams, Global Leadership  
Academy Southwest  
Topic: Global Leadership  
International  
High School
4. Jamir Crump, Global Leadership  
Academy Southwest  
Topic: Global Leadership  
International  
High School
5. Brooklynn Edwards, Global  
Leadership Academy Southwest  
Topic: Global Leadership  
International  
High School
6. Elijah Rawlings, Global Leadership  
Academy Southwest  
Topic: High School

None

## Written Testimony - •

**Title:** Written Testimony

**Board of Education Meeting Date:** 6/27/2024

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

Written Testimony

Type

Supporting Document

My name is Cecelia Thompson and I am objecting to the meeting of the Board of Trustees for Intermediate Unit 26 meeting for the following reasons:

1. The meeting is not listed on the calendar, as required by the Public School Code of 1949.
2. The meeting is not announced to the public as stated in the Public School Code of 1949.
3. There is no opportunity for individuals to sign up and speak during the Intermediate Unit 26 meeting (and not during a school board meeting). This list of speakers is separate from any board meeting whose purpose is to speak about Intermediate Unit 26 items, activities, services, and support to all schools (not traditional public schools).

Thank you.

Cecelia Thompson  
Community Member

Hello,

My name is Jo Lin and I am writing comments to the Board of Education meeting tomorrow 6/27/24, on the topic of district censorship of pro-Palestinian content (<https://www.chalkbeat.org/philadelphia/2024/05/31/students-parents-educators-call-on-philadelphia-district-to-support-conversations-about-palestine/>).

I recently became a foster parent to a refugee teen who is from Myanmar/Burma. I was able to enroll her in Furness High School to resume her education after a 6 year hiatus due to poverty and war and the need to escape and work to repay human traffickers. Her is a country in which violence against civilians has become commonplace, and the genocide of the Rohingya Muslim minority has received only brief attention.

She came to this country to finally be safe, and to be guaranteed the freedom to be herself, express herself, and be able to speak up against injustice and in solidarity with oppressed people. I do not want to see her school or the district censor these freedoms in the name of protecting itself from controversy. There are ways to facilitate these expressions in a respectful way and within a safe environment, and it is incumbent on the district to do so - modeling for students and the wider community what it means to be a free, democratic society. After all, the school district exists for the purpose of education, and teaching our young people (the future) how to exist in society. I would like to see the district do better in this regard.

Sincerely,

Jo Lin

Written testimony to the Board of Education  
Re: 4th vote on GLA application for a high school  
Submitted by Lisa Haver

The Board of Education has rejected the GLA high school application three times. This is the fourth vote. Nothing, other than a few minor changes in the application, has changed. The board should reject the application again.

Following are a few important points to consider before voting, many of which were not raised by the board before the first three votes.

Over 60% of the city's charter schools are under-enrolled, many significantly. There is no need for a new charter school in any part of the city.

Recent Annual Charter Evaluations (ACE) issued by the Charter Schools Office (CSO) include data from both GLA and GLA Huey that shows both schools scoring lower in PSSA proficiency in every tested subject in every tested year of the previous term.

If the board were to approve a 3rd GLA charter, the cost to taxpayers could exceed \$1 million every year just to pay the schools' CEOs. Recent IRS information shows that the GLA CEO is paid more in salary (to CEO one school) than Superintendent Tony Watlington is paid to oversee 217 schools. The CEO of GLA Huey is paid almost as much.

As the local charter authorizer, the board does indeed have a duty to consider the financial costs of a new charter school to the district. Temple University professor Susan De Jarnatt has written on this topic extensively. In a 2019 study, she wrote: Charter schools are part of that public education system. But requiring school districts to completely ignore the financial impact of their decisions about charter growth cannot be the response to that challenge. If charters must be granted and renewed without any consideration of their financial impact on the school system as a whole, Pennsylvania will be even further impaired in its ability to meet its constitutional obligations. Thus, authorizers not only may consider financial impact, they must do so.

[https://papers.ssrn.com/sol3/papers.cfm?abstract\\_id=3325287](https://papers.ssrn.com/sol3/papers.cfm?abstract_id=3325287)

The CSO has now submitted four evaluations on this same application, citing reasons in every category why this application should not be approved. GLA continues to make misleading statements about its relationship with Santilli and Thompson, known charter profiteers, and with other companies.

Again: the district cannot afford, and does not need, any more privately managed, under-regulated charters. The board should vote to reject—once and for all.



## Action Item Questions and Responses - •

**Title:** Action Item Questions and Answers

**Board of Education Meeting Date:** 6/27/2024

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

Action Item Questions and Answers

Type

Supporting Document



## Table of Contents

Page #

Action Item Questions

1

Action Item Questions	Submitted by:	Response
<p>35. <a href="#">Contract with Various Vendors to Install CCTV Security Camera and Video Management Systems at 11 Schools (\$3,268,471)</a></p> <ol style="list-style-type: none"><li>1. What parameters were used to identify the schools in the item?</li><li>2. Request for a status update on where we are with this work and the dollar amount that has been spent up thus far</li></ol>	<p>President Streater Board Member Wilkerson</p>	<p>1.The Office of School Safety developed a prioritization model for the CCTV Transformation Program. The model emphasizes equity in the CCTV transformation program by prioritizing the schools identified as in the greatest need of this update to school safety technology infrastructure.</p> <p>2. The CCTV Transformation Program has three core elements:</p> <ul style="list-style-type: none"><li>• <b>Element 1: Establish a new District-wide video management system (VMS) infrastructure to unify all digital CCTV systems, allowing for major improvements in operational</b></li></ul>



		<p><b>functionality, overall usability, and system maintenance.</b></p> <ul style="list-style-type: none"><li>○ This work has been awarded and is underway. The scope includes deploying head-end VMS infrastructure at the Benjamin Rush IT Annex Data Center and the Clayton Center (440) IT Data Center.</li><li>○ The Rush Data Center work is projected to be completed during Summer 2024, and the work at the Clayton Center is expected to be completed by the end of September 2024.</li></ul> <p>● <b>Element 2: Update analog CCTV systems in 150 schools to modern, digital systems integrated with the new video management system (VMS).</b></p> <ul style="list-style-type: none"><li>○ Contracts have been awarded to 33 of the 150 schools to update the CCTV analog systems (BOE Action Item #)<ul style="list-style-type: none"><li>■ Of the schools awarded, installations have commenced at 15 schools: Northeast High School (98% complete), Abraham Lincoln High School: (80% complete), Lewis Elkin</li></ul></li></ul>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>School (80% complete), Delaplaine McDaniel School, Frances E. Willard School, Gloria Casarez School, Henry A. Brown School, Julia de Burgos School, Kensington High School for the Creative and Performing Arts, Kensington Health Sciences Academy, Kensington High School, Olney High School, Overbrook High School, Spring Garden School, William H. Hunter School</p> <ul style="list-style-type: none"><li>■ BOE approval requested for 11 additional schools at the June 2024, BOE AI Meeting (Action Item #35, \$3.2M).</li><li>■ 20 Schools in an active bid process. (NG10481)</li><li>■ 20 Schools in the design phase for the next bid cycle.</li><li>■ Please note, as part of new school construction or other major Capital upgrades, CCTV system modernization is taking place at five other schools: George W. Nebinger School, Marian Anderson School, Lewis C. Cassidy</li></ul>
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		<p>Academics Plus School, Thomas Holme School, and Alternative Middle Years at James Martin. These five new construction or upgrade systems are in addition to the 150 schools undergoing CCTV modernization, with the same CCTV system standards and specifications used.</p> <ul style="list-style-type: none"><li>● <b>Element 3: Integrate current digital CCTV systems in 59 schools with the new video management system (VMS), no new cameras.</b><ul style="list-style-type: none"><li>○ 42 Schools have been awarded for new VMS updates only<ul style="list-style-type: none"><li>■ Work will commence during late summer 2024 once the VMS Headend is active at the Rush Data Center</li></ul></li><li>○ 17 Schools in active bid (NG10464), and anticipated for presentation to the Board in August 2024</li><li>○ 5 remaining schools in scope, plus the Clayton Center and IT Core sites are in the design phase for bid to conclude the work under Element 3.</li></ul></li></ul>
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		<p>Program Financial Summary</p> <ul style="list-style-type: none"> <li>• Total current spend: \$4,631,275.04</li> <li>• Board Approved and Contracted <ul style="list-style-type: none"> <li>○ Element 1 - VMS Headend: \$248,208</li> <li>○ Element 2 - Complete CCTV and VMS Update: \$15,123,310</li> <li>○ Element 3 - VMS Update Only (no cameras): \$2,219,434</li> <li>○ Technical, Design, and Program Support Services (covering all areas of the CCTV Transformation Program): \$1,849,077</li> </ul> </li> </ul>
<p>37. <a href="#">Memoranda of Understanding for School-based Health Centers - Updated 6.10.2024</a></p> <p>1. Request for additional information regarding the purpose/need for this action item</p>	Board Member Wilkerson	<p>1. Studies show that students learn best when they are in school and feeling well and that chronic health conditions are a barrier to learning for many students. In 2021, according to the Youth Risk Behavior Survey, 34% of Philadelphia high school students reported that their physical health was not good. In the 2021-2022 Philly School Experience Survey, SDP school leaders</p>



## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>acknowledged the impact of student health on learning, with ~ 40% self-reporting that chronic illness was a moderate or great challenge to student learning. A high prevalence of obesity, asthma, and mental health conditions among Philadelphia youth, combined with limited access to primary care in certain neighborhoods exacerbates disparities in student health and educational outcomes.</p> <p>School Based Health Centers (SBHCs) provide students with comprehensive physical, behavioral, and preventive healthcare delivered by qualified medical providers in school settings. They are a proven evidence-based intervention to increase healthcare access for students and improve student health and educational outcomes. Other large,</p>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>urban school districts, including New York City Public Schools, Los Angeles Unified School District and Chicago Public Schools have SBHCs. Studies show that students with access to SBHCs have improved academic performance and attendance, and are less likely to be absent or tardy. Students attending schools with SBHCs are also more likely to stay up to date on vaccinations, and have improved management of asthma and other chronic conditions.</p> <p>Philadelphia's health organizations, including our large academic medical centers and community health centers, are committed to partnering with SDP and providing in-kind SBHC services as a contribution to the District's mission of working with urgency across sectors to</p>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>provide every student with the opportunity to achieve positive life outcomes.</p> <p>An action item is required for this service as the Office of Student Health Services went through the RFP process to select SBHC healthcare partners/vendors. The total cost of the in-kind services provided by the SBHC healthcare partners/vendors exceed the SDP threshold and therefore BOE approval is needed to work with the partners to open SBHCs.</p>
<p>45. <a href="#">Contract with St. Christopher Hospital for Children - Work-based learning program</a></p> <p>46. <a href="#">Contract with Careers through Culinary Arts Program, Inc.(\$62,400)</a></p>	President Streater	<p>Responses for CTE Action Items #45 &amp; #46:</p> <ol style="list-style-type: none"> <li>1. Both action items pre-date the Board's adoption of Goals &amp; Guardrails.</li> <li>2. Both action items have evolved and are guided by the Goals &amp; Guardrails. For example, Guardrail 2 states: "Every student will have a well-rounded education with co-curricular opportunities, including arts and</li> </ol>



## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

<p>47. <a href="#">Purchase of Various State-Approved PreK Core Curriculum Resources (\$5,000,000)</a></p> <p>48. <a href="#">Purchase of Various High-Quality Pre-K Supplemental Instructional Materials (\$4,000,000)</a></p> <ol style="list-style-type: none"> <li>1. Which of these items have pre-dated G&amp;G?</li> <li>2. How have the action items related to academic support evolved over time now that the Board has implemented Goals and Guardrails.</li> <li>3. With G&amp;G as the current framework, how are these being monitored to support academic achievement and the guardrails</li> </ol>		<p>athletics, integrated into the school experience.” Work-based learning (WBL) experiences provided through the C-CAP and St. Christopher’s contracts are considered co-curricular for CTE students because they complement and enhance the CTE curriculum by providing practical, hands-on experiences that are directly related to their CTE program of study. This co-curricular approach helps students to become well-equipped with the knowledge, skills, and experiences needed to succeed in their chosen careers.</p> <ol style="list-style-type: none"> <li>3. These contracts are monitored on the extent to which they meet and align with the G&amp;G. College &amp; Career Goal: Every student graduates ready for College &amp; Careers. But more specifically, Goal 5 of G &amp; G is a CTE-specific goal: “The percentage of Career and Technical Education (CTE) students who pass an industry standards-based competency assessment by the end of their 12th grade year will grow from 49.1% in August 2023 to 80.0% in August 2030.” These contracts provide students with meaningful WBL experiences, which</li> </ol>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>prepare students with the technical skills required to take and pass the NOCTI exam, earn industry-recognized certifications, and graduate with postsecondary options.</p> <p><u>Responses to questions for preK items #47 and #48:</u></p> <ol style="list-style-type: none"><li>1. All of the types of items authorized by #47 and #48 for PreK curriculum and instructional materials have pre-dated the adoption of the Goals &amp; Guardrails in some format. The District can document its use of evidence-based curricula and instructional materials for its preK classrooms since at least 2010, when it became a state and federal requirement. The proposed curricular product being authorized by this action item is on the PA Department of Education's list of approved preK curriculum, and also meets city and federal Head Start standards.</li><li>2. While the District's use of evidence-based PreK curriculum and instructional materials pre-dated the adoption of the Goals and Guardrails, the selection criteria informing what counts as evidence-based has and will</li></ol>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>continue to evolve as new research becomes available, and is now also informed by some of the specifics of the Goals and Guardrails. As an example, over time the District has phased-out preK curricula and instructional materials that were based on balanced literacy in favor of materials that are better aligned with new evidence about the science of reading instruction, including materials that support phonemic awareness and phonics and which are more aligned with the K-2 ELA shifts. To cite another example, the emphasis of the Goals and Guardrails on increasing meaningful family engagement, being intentional about limiting the impact of systemic racism, and enhancing co-curricular activities have also influenced the District's evolving selection criteria for curricula and instructional materials.</p> <p>3. PreK curricula and instructional materials are routinely re-assessed and adapted in response to shifts in evidence or required instructional standards, and selected vendors are well aware that they must continually upgrade and re-align their materials in response to evolving needs in order to maintain their</p>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		contracts. As stated earlier, the selection of these materials are explicitly informed by the Goals and Guardrails. In addition, the curriculum being authorized through this action item is on the state's and city's list of approved preK curricula and meets all federal Head Start curriculum requirements.
<p>54. <a href="#">Contract with Ewing Cole, Inc. - Professional Design Services for the Renovation of the Sayre Morris Recreation Center (\$1,250,775) - Added 6.10.2024</a></p> <ol style="list-style-type: none"> <li>1. What is the total cost for this project?</li> <li>2. Please provide additional information regarding the level of partnership that exists between the city and the District to engage in this work.</li> <li>3. Please provide additional information regarding the historical context of this project and the work related to the restoration of Sayre Recreation Center and Pool.</li> </ol>	<p>Board Member Harper President Streater Board Member Stern</p>	<ol style="list-style-type: none"> <li>1. This contract is for the design of the Sayre Pool renovation. A separate construction contract will be bid and awarded later. The total cost of the project is estimated to be approximately \$15 million.</li> <li>2. The Sayre Morris Recreation Center is owned by the District and managed/operated by Philadelphia Parks &amp; Recreation. This partnership with the City and Philadelphia Parks &amp; Recreation will continue once the Sayre Pool project is completed and operational. The City has provided \$3 million in funding for the renovation of the Sayre Pool. In addition, City Councilmember Gauthier and PA State Representative McClinton have each secured \$500,000 via two separate</li> </ol>



## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

<p>4. How does this work align with the Strategic Plan?</p> <p>5. Request for information regarding when the city stopped providing resources to support with maintaining the public pools.</p>		<p>sources. This would bring the total from City and State sources to \$4 million with the remaining balance of \$11 million funded by the District.</p> <p>3. The natatorium portion of the Sayre Morris Recreation Center has been out of operation since 2017 due to concerns over the deterioration of the structural components of the building. Specifically, the structural steel supporting the roof, roof decking, and corresponding masonry-bearing piers show signs of significant rust, corrosion, cracking, and water infiltration. The restoration of Sayre Pool will include addressing all structural deficiencies, providing a new roof system, replacing all mechanical, electrical, and fire alarm systems, and providing a fully restored and functioning pool. Other building support areas will also be renovated, including restrooms and locker rooms, for ADA compliance.</p> <p>4. The Sayre Pool Renovation Project aligns with the District's Strategic Plan, Accelerate Philly. Specifically, it aligns with Priority Area 3, Strategic Action: 3.7 (piloting of learn-to-swim programs). The</p>
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## The School District of Philadelphia

### Board of Education Action Item Questions and Responses June 27, 2024

		<p>renovation of Sayre Pool enables the implementation of swimming instruction programs throughout the city to align with the academic curriculum.</p> <p>5. Previously, there was an MOU agreement between the District and Philadelphia Parks &amp; Recreation from July 1, 2017 to June 30, 2018. The amount of \$338,000 was paid to the District to cover usages of auditoriums, pools and gymnasiums (including the Sayre Pool). The Sayre Pool was declared inoperable in 2017 and has not been used since then.</p>
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## Registered Speakers on General Topics - •

**Title:** General Speakers List

**Board of Education Meeting Date:** 6/27/2024

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

General Speakers List

Type

Supporting Document



**Registered Speakers**

1. May Freda Watson, Community Member  
Topic: Save the Children
2. Jordan Kardasz, Community Member  
Topic: Student Voice, Community Engagement
3. Kristin Luebbert, District Staff Member  
Topic: The Purpose of Public Meetings
4. Cecelia Thompson, Community Member  
Topic: Special Education and IU Items
5. Lynda Rubin, APPS  
Topic: Attendance Records, Hydration
6. Omar Barlow, Community Member  
Topic: Action Item 64, Revised Application for New Charter School – Global Leadership Academy International Charter High School
7. Stefanie Arbutina, Children First  
Topic: Action Item 40, Contract with Mission Partners Group, LLC dba Bloom Planning
8. Vanessa Nedrick, Community Member  
Topic: Charter School Application
9. Andrew Post, Community Member  
Topic: Action Item 36, Memorandum of Understanding with Hazel Health
10. Elly Porter-Webb, Parent/Guardian  
Topic: Concerns about anti-Black and anti-Muslim Incidents, Ability to Teach about Oppression and Resistance
11. Lisa Barrett, Parent/Guardian  
Topic: 6 Demands, Injustice
12. Nived Lakshman, Community Member  
Topic: Suicide Prevention
13. Barbara Dowdall, APPS  
Topic: Distinction
14. Horace Clouden, Community Member  
Topic: Topic of meeting
15. "Mama" Gail Clouden, Community Member  
Topic: Parent Engagement
16. Leah Clouden, Community Member  
Topic: Education
17. Shania Davis, Community Member  
Topic: General



18. Charisma Presley, Friends of Philly Aquatics  
Topic: Equal Access to Public Indoor Pools
19. Maura McInerney, Education Law Center  
Topic: Contract to Evaluate On-Grounds Schools, Needs of Multilingual Learners
20. Nick Palazzolo, District Staff Member  
Topic: Curriculum
21. Meir Baruchin, Community Member  
Topic: Free Speech
22. Kathryn Hiester, Parent/Guardian  
Topic: Office of School Safety
23. Lisa Haver, APPS  
Topic: Action Item 64, Revised Application for New Charter School – Global Leadership Academy International Charter High School
24. Jonas Divine, Community Member  
Topic: Inclusive Environment
25. Yvette Young, Community Member  
Topic: Supporting SDP Student Freedom of Speech, Teaching of Israeli-Palestinian Conflict, Year-Round Pilot Schools
26. Russell Hicks, Community Member  
Topic: Public Safety
27. Mara Henao, Parent/Guardian  
Topic: Censoring of Students Regarding Palestine
28. Dina Portnoy, Community Member  
Topic: Youth Freedom of Expression, Supporting Teachers, Students and Diverse Voices
29. Noor Suhailah, Community Member  
Topic: Free Speech
30. Mordechai Liebliing, Community Member  
Topic: Freedom of Speech
- Primary Waitlist**
31. Aileen Callaghan, Parent/Guardian  
Topic: Cultural Education
32. Lynn Robinson, Community Member  
Topic: The Importance of In-Depth Current Events and Civics in Grades 6-12
33. Norman MacQueen, District Staff Member  
Topic: Student Voice
34. Charlie McGeehan, District Staff Member  
Topic: Preparing for 2024-25 School Year
35. Dana Carter, Community Member  
Topic: Student Safety



36. Jethro Heiko, Parent/Guardian  
Topic: Resources for Teaching about  
the ongoing Nakba
37. Keziah Ridgeway, District Staff  
Member  
Topic: Student Rights
38. Hannah Gann, District Staff Member  
Topic: Student Listening Session

## **Action Item - 1.**

**Title: Acceptance of Donation from Lovefutbol; License and Right of Entry with Urban Soccer Park for Installation of Turf Field and Related Schoolyard Improvements at the Russell Conwell Middle School (\$130,000) - Updated 6.10.2024**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to accept a Donation as follows:

From: Lovefutbol

Purpose: To accept a donation of a turf field and related schoolyard improvements

Donation Start Date: 7/1/2024

Value of Donation for an amount up to \$130,000

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a license and right of entry agreement and any other necessary documents, subject to funding, as follows:

With: **Urban Soccer Park**

Purpose: Construction of a Turf Field and related Schoolyard improvements

License/Right of Entry Start Date: 7/1/2024

License/Right of Entry End Date: 7/1/2025

Location: Russell Conwell Middle School

**Compensation not to exceed: \$130,000**

Why is this contract needed?

Lovefútbol specializes in partnering with underserved communities to plan, build, activate, and sustain recreational spaces, and as a result, strengthen communities. Lovefutbol projects involve in-depth community engagement, a critical focus on sustainability, and a project that engages with community partners. Lovefútbol selected Conwell Middle School as the site of their 2024 investments due to high levels of need in the neighborhood, the value of sports and athletic activities in the school, and the geographic proximity to Hissy Park (the other site of this year's Lovefútbol investment). In addition to the construction of a turf field and related schoolyard improvements, Lovefútbol will bring in community partner Kensington Soccer Club to plan for programming and work closely with the Physical Education teacher at Conwell to create a site that can be used both during the school day as

well as outside-of-school time as approved by the Conwell Middle School principal.

How is this work connected to the District's plan to achieve Goals & Guardrails?

Guardrails 1: Welcoming and Supportive Schools -Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

How will the success of this contract be measured?

This work will make Russell Conwell Middle School a more welcoming and supportive school as well as a safer and healthier place where our students, staff, and community want to be and learn each day.

Office Originating Request: Operations - Capital Programs

**Office Originating Request:** Operations - Capital Programs

## **Action Item - 2.**

**Title: Acceptance of Donation from the Indochinese American Council; License and Right of Entry with TinyWPA for Exterior Schoolyard Improvements at the Jay Cooke School (\$81,600)**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to accept a Donation as follows:

From: The Indochinese American Council

Purpose: To accept a donation of schoolyard improvements

Donation Start Date: 7/1/2024

Value of Donation for an amount up to \$81,600

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a license and right of entry agreement and any other necessary documents, subject to funding, as follows:

With: TinyWPA

Purpose: Design and installation of schoolyard improvements

License/Right of Entry Start Date: 7/1/2024

License/Right of Entry End Date: 7/1/2025

Location:

Jay Cooke School (1300 W Loudon St, Philadelphia, PA 19141)

Why is this contract needed?

Jay Cooke Elementary was chosen by the Indochinese American Council (IAC) as a location for the Literacy Rich Neighborhoods Initiative, which is funded by the William Penn Foundation. The IAC is the grant recipient and has conducted community engagement for at least two years in the Logan community. Tiny WPA, the contractor selected by IAC, is completing the site plans, conducting ongoing design-based engagement activities, and fabricating certain schoolyard components. The site location was chosen by the Logan community and is currently seen as an under-utilized community focal point. Design themes and elements were heavily influenced by ongoing community engagement with Logan families, the Jay Cooke School staff and community, and experts in the field of childhood learning. The design at the Jay Cooke School is a literacy-themed garden area complete with paths, seating elements, native landscaping, and interactive components. The site will

include, at a minimum, two main interactive components that it expected to lead to literacy-based play among visitors. The overarching theme for this space is exploration and nature. The total value of the proposed donation is \$81,600.

How is this work connected to the District's plan to achieve Goals & Guardrails?

Guardrails 1: Welcoming and Supportive Schools -Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

How will the success of this contract be measured?

This work will make Jay Cooke Elementary School a more welcoming and supportive school as well as a safer and healthier place where our students, staff, and community want to be and learn each day.

**Office Originating Request:** Operations - Capital Programs

### **Action Item - 3.**

**Title: Acceptance of Funds and Execution of Agreement with the City of Philadelphia, Department of Human Services (DHS) Foster Care Student Transportation (\$200,000)**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to accept a Grant as follows:

**From:**

The City of Philadelphia, Department of Human Services (DHS)

**Purpose:**

To accept reimbursement from the City of Philadelphia Department of Human Services (DHS) for transporting students living in foster care to and from their school of enrollment or assignment

**Grant Start Date:** 7/1/2024

**Grant End Date:** 6/30/2025

**Amount up to:** \$200,000

**Description:**

The Department of Transportation Services (Transportation) is seeking authorization to continue to accept reimbursement from the City of Philadelphia Department of Human Services (DHS) for transporting students living in foster care to and from their schools of enrollment or assignment.

Why is this contract needed?

According to the Every Student Succeeds Act (ESSA), the District is required to provide transportation for students living in foster care. DHS will reimburse the School District a maximum of 80% of the cost to transport students living in foster care, not to exceed a total reimbursement amount of \$200,000. The DHS reimbursement has been capped at \$200,000 per year since going into effect on July 1, 2019. The District provides transportation services for approximately 122 students in foster care. The objective is to support students who are placed in foster care by arranging transportation so that the educational process continues uninterrupted. Changing schools can impede the academic



achievement of students living in foster care.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This contract directly supports the Board of Education's Guardrail 1. Welcoming and Supportive Schools.

If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?

Transportation is satisfied with the reimbursement arrangement with DHS. The funds help offset transportation expenses, and DHS promptly reimburses our costs.

**Related resolution(s)/approval(s):**

June 29, 2023; No.99

**Funding Source(s):**

FY24-25 Categorical

**Office Originating Request:** Operations - Transportation

## **Action Item - 5.**

**Title: Official School File - 2024-2025 School Year**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

Pennsylvania Department of Education's (PDE's) Basic Education Circular entitled, "Official Public School File," issued pursuant to Section 10-1006 of the Pennsylvania Public School Code, requires all school districts to inform PDE in writing of all new schools, closures, and grade changes annually.

In accordance with this requirement, each year, the District submits to the state a list of significant changes to the organization of its schools, including new school openings, school closings, school name changes, school relocations, and school grade reconfigurations. This action item officially authorizes the submission of these changes.

The changes being submitted for the 2024-25 school year are:

#### **Address Changes:**

Lewis C. Cassidy Academic Plus School will change address to 6523 Lansdowne Avenue, Philadelphia PA 19151\*

\*The school is returning to its permanent home location with the completion of its new school building.

**Office Originating Request:** Superintendent

## **Action Item - 6.**

**Title: Approval of Personnel Hires - Updated 6.25.2024**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

RESOLVED, that the Board of Education hereby ratifies the appointment of the following persons to the positions, on the effective dates through May 31, 2024 and at the salaries respectively noted, as recommended by the Superintendent, provided that: (a) continued employment of persons appointed to positions funded by categorical grants is contingent upon the availability of grant funds; and (b) persons appointed to positions funded by operating funds, shall report to either the Superintendent or his/her designees, and shall serve at the pleasure of the Board of Education.

**Office Originating Request:** Talent

### **ATTACHMENTS:**

Description

Action Item 6

Type

Supporting Document

RESOLVED, that the Board of Education hereby ratifies the appointment of the following persons to the positions, on the effective dates through **May 31, 2024** and at the salaries respectively noted, as recommended by the Superintendent, provided that: (a) continued employment of persons appointed to positions funded by categorical grants is contingent upon the availability of grant funds; and (b) persons appointed to positions funded by operating funds, shall report to either the Superintendent or his/her designees, and shall serve at the pleasure of the Board of Education.

THE FOLLOWING EMPLOYEES HAVE BEEN HIRED

BROWN, SAFISAH	SPECIAL EDUCATION ASSISTANT	HIGH SCHOOL OF THE FUTURE	05/06/24	\$23,474.00	ANNUAL SALARY
TAFA, SABIELA	SPECIAL EDUCATION ASSISTANT	LOESCHE, WILLIAM H. SCHOOL	05/06/24	\$23,474.00	ANNUAL SALARY
WRIGHT, JAHEIM	SPECIAL EDUCATION ASSISTANT	STRAWBERRY MANSION HIGH SCHOOL	04/30/24	\$23,474.00	ANNUAL SALARY
WALLACE, BIANCA S	SUPPORTIVE SERVICES ASST, 4 HR	MITCHELL ELEMENTARY SCHOOL	05/02/24	\$13,908.00	ANNUAL SALARY
FORSTER, IAN	ASST DIR, OFCE OF ENVIRON SVCS	OFFICE OF ENVIRONMENTAL MGMT	05/20/24	\$115,000.00	ANNUAL SALARY
MCCRIMMON, NADIA	DIR,EMPLOYEE & LABOR RELATIONS	EMPLOYEE RELATIONS	05/20/24	\$110,000.00	ANNUAL SALARY
KINGCADE, MEGHAN C	DIRECTOR, TALENT PARTNERS	OFFICE OF TALENT	05/20/24	\$94,760.00	ANNUAL SALARY
SOORD, NATALIE J	ENVIRONMENTAL DATA SCIENTIST I	OFFICE OF ENVIRONMENTAL MGMT	05/30/24	\$60,000.00	ANNUAL SALARY
STEVENS, SYMEON	PRG CD, MULTIPLE OFFICES	FACILITIES ADMIN SERVICES	05/20/24	\$53,834.00	ANNUAL SALARY
RIVERA, MAYRA	PROJECT ASSISTANT	TRANSPORTATION SERVICES	05/06/24	\$48,500.00	ANNUAL SALARY
FRAZIER, ABRAM	SPECIAL PROJECTS ASSISTANT I	RECORDS MANAGEMENT	05/07/24	\$49,011.00	ANNUAL SALARY
JEFFERIES, TROY	FOOD SVCS ASSISTANT	HILL-FREEDMAN WORLD ACADEMY	04/29/24	\$13,357.00	ANNUAL SALARY

**Action Item - 7.**

**Title: Approval of Personnel Terminations - Updated 6.27.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

RESOLVED, that there exists sufficient evidence to support the recommendation of the Superintendent and/or his designee to terminate the employment, from the School District of Philadelphia, of the following employees effective June 27, 2024:

**Office Originating Request:** Talent

**ATTACHMENTS:**

Description

Action Item 7

Type

Supporting Document

Subject: Administration's recommended termination of employee(s)

RESOLVED, that there exists sufficient evidence to support the recommendation of the Superintendent and/or his designee to terminate the employment, from the School District of Philadelphia, of the following employees effective June 27, 2024:

Aaron Benjamin Adler	Teacher-TPE
Athena Chappelle	Teacher-TPE
Keith Blackwell	Teacher-TPE
Shuvomoy Chowdhury	Teacher-TPE
Darnell Day	Teacher-TPE
Margaree Destouet	Teacher-TPE
Joy Foster	Student Climate Staff
Shariyf Goldstein	Teacher-TPE
Tori Graser	Teacher-TPE
Annita Johnson	Teacher-TPE
Shannon Kirst	Probationary Student Climate Staff
Tiep Klein	Teacher-TPE
Heather Layton	Teacher-TPE
Rebekah Levy	Teacher-TPE
Michael Phelps	Teacher-TPE
Nathan Ripley	Teacher-TPE
Samiyyah Sabur	Early Childhood Food Service Worker

Devin Wilkins

Teacher-TPE

RESOLVED, that JASMINE JOYCE be dismissed from her employment as a School Safety Officer by The School District of Philadelphia, effective immediately.

FURTHER RESOLVED, that the Hearing Officer's Official Recommendation, Findings of Fact and Conclusions of Law, on file with the minutes of the Board of Education, are adopted as the reasons for this decision.

FURTHER RESOLVED, that this decision was made in accordance with the Pennsylvania School Code of 1949, as amended, following an independent review of the record by the individual members of the Board of Education.

RESOLVED, that IEISHA BROWN be dismissed from her employment as a Student Climate Staff employee by The School District of Philadelphia, effective immediately.

FURTHER RESOLVED, that the Hearing Officer's Official Recommendation, Findings of Fact and Conclusions of Law, on file with the minutes of the Board of Education, are adopted as the reasons for this decision.

FURTHER RESOLVED, that this decision was made in accordance with the Pennsylvania School Code of 1949, as amended, following an independent review of the record by the individual members of the Board of Education.

**Action Item - 9.**

**Title: Approval of Resignations and Retirements - Updated 6.27.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

RESOLVED, by the Board of Education that the resignations and retirements of the  
\*following individuals\* are accepted effective June 27, 2024.

\*Names to be provided for public view immediately prior to the Board of Education Action  
Meeting on June 27, 2024.

**Office Originating Request:** Talent

**ATTACHMENTS:**

Description

Item No. 9

Type

Supporting Document



RESOLVED, by the Board of Education that the resignations and retirements of the following individuals are accepted effective June 27, 2024

Name	Location	Position	Effective Date	Reason
Abdullah, Micah	Munoz-Marin, Honorable Luis School	Teacher, Full Time	6/14/2024	Resignation
Adams, Raquyya	Edison, Thomas A. High School	Student Climate Staff, 7 Hours	4/26/2024	Resignation
Ademola, Michael	Anderson, Marian Neighborhood Academy	Teacher, Full Time	6/14/2024	Resignation
Adote, Javon	Harding, Warren G. Middle School	Teacher, Full Time	6/14/2024	Resignation
Almonte, Melanie	Building 21	Supportive Services Asst, 4 Hr	6/14/2024	Resignation
Alvarado, Enrique	Office Of School Safety	School Safety Officer, 8hrs	2/3/2025	Retirement - Change Date
Anderson, Jaquay	John Barry Head Start	Teacher, Full Time	6/14/2024	Resignation
Anmuth, Rachelle	Moore, J. Hampton School	Supportive Services Asst, 4 Hr	6/14/2024	Retirement
Antrilli, Emily	Baldi Middle School	Teacher, Full Time	6/14/2024	Resignation
Barlow, Katherine	Mastbaum, Jules E. Area Vocational Technical High School	Teacher, Full Time	6/14/2024	Resignation
Bazley, Ieshia	Widener Memorial School	Bus Attendant, One To One	5/8/2024	Resignation
Behrle, Katherine	Hopkinson, Francis School	Student Climate Staff, 4 Hours	5/9/2024	Resignation

Bell, Iris	Duckrey Head Start	Teacher Asst,Pkhs	6/14/2024	Retirement
Berry, Jasmin	The U School	Food Svcs Worker Iii	5/31/2024	Resignation
Blakeley-Jackson, Janae	Widener Memorial School	Special Education Assistant	5/17/2024	Resignation
Bostic, Rochelle	Duckrey, Tanner G. School	General Cleaner, 8 Hours	5/31/2024	Resignation
Brody, Maura	Feltonville School of Arts and Sciences	Teacher,Full Time	6/14/2024	Resignation
Brown, Raneice	Bryant, William C. School	Bus Attendant	5/28/2024	Resignation
Brown, Jonathan	Longstreth, William C. School	Principal	9/2/2024	Resignation
Burrell, Giselle	Allen, Ethan School	Teacher,Full Time	6/14/2024	Resignation
Cabrera Encarnacion, Steff	Lowell, James R. School	Teacher,Spec Education	6/14/2024	Resignation
Candelaria, Julio	Office Of Environmental Mgmt	Asbestos Worker	6/27/2024	Retirement
Cappo, Hollis	Farrell, Louis H. School	Supportive Services Asst, 4 Hr	6/14/2024	Retirement
Carnard, Arlen	Overbrook High School	Teacher,Spec Education	6/14/2024	Resignation
Carson, Dwayne	Finletter, Thomas K. School	Teacher,Full Time	6/14/2024	Resignation
Ceaser, Nicole	Stanton, Edwin M. School	Special Education Assistant	5/30/2024	Resignation
Chapman, Ronald	Facilities Mgmt. & Services	General Cleaner, 8 Hours	6/10/2024	Resignation
Cornish, Amir	Webster, John H. School	Special Education Assistant	6/7/2024	Resignation

Cotto, April	Welsh, John School	Student Climate Staff,5 Hours	5/27/2024	Resignation
Cuffie, Anthony	Holme, Thomas School	Student Climate Staff,6 Hours	6/14/2024	Resignation
Curtis, Tiffany	Office Of General Counsel	Asst General Counsel	7/1/2024	Resignation
Dager, Megan	Decatur, Stephen School	Teacher,Full Time	6/14/2024	Resignation
Davis, Dawne	Rhoads, James School	Teacher,Full Time	6/14/2024	Resignation
Davis, Danny	Wagner, General Louis Middle School	Secretary I	6/14/2024	Resignation
Diggs, Ashley	Washington, Martha School	School Counselor, 10 Months	6/14/2024	Resignation
Drummond, Parthenia	Spring Garden School	Food Svcs Assistant	5/31/2024	Resignation
Easley, Catherine	High School of Engineering and Science - Carver	Student Climate Staff,6 Hours	6/14/2024	Resignation
Egea Hinton, Leya	Office Of Procurement Services	Project Manager	7/12/2024	Resignation
Elia, Rebecca	Morton, Thomas G. School	Teacher,Full Time	6/14/2024	Resignation
Enyondo, Gloria	Day, Anna B. School	Behavioral Health Counselor	8/1/2024	Resignation - Change Date
Fermin, Eury	Crossroads at Hunting Park	Student Climate Staff,6 Hours	6/14/2024	Resignation
Flavin, Aldyn	Potter-Thomas School	Teacher,Full Time	6/14/2024	Resignation
Fobbs, Joy	Kelley, William D. School	Teacher,Spec Education	6/14/2024	Resignation
Fox, La'Shae	Washington, Grover Jr. Middle School	Teacher,Full Time	6/14/2024	Resignation

Fuller, Wayne	Kelley, William D. School	Building Engineer-Group Ii	5/17/2024	Retirement
Garrell, Lilly	Saul, Walter B. High School	Teacher,Full Time	6/14/2024	Resignation
Gottlieb, Adina	Bluford, Guion S. Elementary School	School Nurse	6/14/2024	Resignation
Greene, Saleena	Kelley, William D. School	Teacher,Spec Education	7/26/2024	Resignation - Change Date
Hampton, Precious	Stearne, Allen M. School	Teacher,Full Time	6/14/2024	Resignation
Harding, Aaliyah	Willard, Frances E. School	Special Education Assistant	5/10/2024	Resignation
Harsh, Andrew	Baldi Middle School	Teacher,Full Time	6/14/2024	Resignation
Hatch, Dorothy	De Burgos, Julia School	Food Svcs Assistant	6/14/2024	Resignation
Henry, Thaddeus	Office Of School Safety	School Safety Supervisor	6/11/2024	Resignation
Hercolini, Victoria	Juniata Park Academy	Teacher,Full Time	6/14/2024	Resignation
Hill, Jordan	Penrose School	Step Case Manager	6/14/2024	Resignation
Hilton, Bruce	Widener Memorial School	Teacher,Spec Education	6/14/2024	Resignation
Holland, Jada	Loesche, William H. School	Teacher,Full Time	6/14/2024	Resignation
Hopgood, Justin	Washington, George High School	Teacher,Full Time	6/14/2024	Resignation
Huggins, Chauncey	Logan, James School	Special Education Assistant	5/23/2024	Resignation
Huzzard, David	Frankford High School	Teacher,Full Time	6/14/2024	Retirement
Iannelli, Caren	Washington, Martha School	Teacher,Full Time	6/14/2024	Resignation

Interrante, Valerie	Tilden, William T. Middle School	Teacher, Full Time	6/14/2024	Resignation
Iovannoni, Kyle	Key, Francis S. School	Teacher, Full Time	6/14/2024	Resignation
Jefferson, Earl	Southwark School	Teacher, Full Time	10/1/2024	Retirement
Johnson, Geneva	Baldi Middle School	Student Climate Staff, 6 Hours	5/22/2024	Resignation
Johnson, Jeanice	Multicultural Academy Charter School	Food Svcs Worker Iii	6/3/2024	Resignation
Jones, Jacqueline	Bluford, Guion S. Elementary School	Student Climate Staff, 4 Hours	6/14/2024	Resignation
Jones, Michael	McKinley, William School	Teacher, Spec Education	6/14/2024	Resignation
Jones, Adrienne	Gideon, Edward School	Special Education Assistant	5/30/2024	Resignation
Jordan, Madison	Office Student Rights & Resp	Liaison, Student Reentry&Trans	7/5/2024	Resignation
Kardasz, Jordan	Baldi Middle School	Teacher, Full Time	6/14/2024	Resignation
Kellam, Elaine	Robeson, Paul High School for Human Services	Student Climate Staff, 5 Hours	6/14/2024	Retirement
Kelly, Kimberly	Taylor, Bayard School	School Nurse	6/14/2024	Resignation
King, Wayne	Penn Alexander School	General Cleaner, 8 Hours	7/26/2024	Retirement
Kist, Joseph	Bridesburg School	Student Climate Staff, 4 Hours	5/21/2024	Resignation
Kreisher, Tanner	McDaniel, Delaplaine School	Teacher, Full Time	6/14/2024	Resignation
Kuo, Moira	Creative and Performing Arts (CAPA) High School	Teacher, Full Time	6/14/2024	Resignation
Kutz, Toby	Penn Treaty High School	Teacher, Full Time	6/14/2024	Resignation

Landes, Samuel	Tilden, William T. Middle School	Teacher, Spec Education	6/14/2024	Resignation
Le, William	Penn Treaty High School	Teacher, Full Time	6/14/2024	Resignation
Lee, Debra	Parkway Center City Middle College High School	Secretary I	8/8/2024	Retirement - Change Date
Leibowitz, Joanne	Heston Head Start	Teacher, Full Time	6/14/2024	Resignation
Lewallen, Ashley	Frank, Anne School	Teacher, Full Time	6/14/2024	Resignation
Lewis, John	Washington, Grover Jr. Middle School	Teacher, Full Time	6/14/2024	Resignation
Lindsay, Leyla	Crossroads at Hunting Park	Teacher, Full Time	6/14/2024	Resignation
Lomax, Jade	Overbrook High School	Teacher, Spec Education	6/14/2024	Resignation
Lowry, Sarah	Juniata Park Academy	Teacher, Full Time	6/14/2024	Resignation
Luther, Emma	Saul, Walter B. High School	Teacher, Full Time	6/14/2024	Resignation
Manley, Lorriane	Sayre, William L. High School	General Cleaner, 8 Hours	6/11/2024	Retirement
Maratea, Amanda	Sharswood, George W. School	Special Education Assistant	6/14/2024	Resignation
Martin Burke, Carol	McCall, General George A. School	Teacher, Full Time	7/26/2024	Retirement - Change Date
Martinez, Richard	Key, Francis S. School	School Counselor, 10 Months	6/14/2024	Resignation
Mcginley, Jayne	Widener Memorial School	Teacher, Spec Education	7/26/2024	Resignation
Mcneil, Terence	Broad Street Garage	Bus Chau Trainee, Part-Time	5/24/2024	Resignation
Melton, Najee	Termination Pay	Bus Attendant, One To One	5/31/2024	Resignation

Mitchell, Amanda	Recruitment & Staffing	Ex Dir,Recruitment & Selection	7/12/2024	Resignation
Monroe, Denae	Dick, William School	Bus Attendant	6/14/2024	Resignation
Morgan-Cotton, Nadasia	Science Leadership Academy Middle School (SLAMS)	Food Svcs Assistant	5/22/2024	Resignation
Myers, Anna	Feltonville Intermediate School	Teacher,Full Time	6/14/2024	Resignation
Newton, Gloria	Ethel Allen Bright Futures	Student Climate St,Erl Ch 5 Hr	6/14/2024	Resignation
Noce, Kurt	Baldi Middle School	Teacher,Full Time	6/14/2024	Resignation
Ortiz, Alejandria	Capital Programs	Budget Clerk	6/28/2024	Resignation
Ovington, Craig	Capital Programs	Building Construction Insp Ii	8/23/2024	Retirement
Pabon, Barbie	De Burgos, Julia School	Teacher,Full Time	6/14/2024	Resignation
Parker, Nabeehah	Building 21	Teacher,Full Time	10/7/2024	Retirement - Change Date
Patillo, Ramona	Office Of Specialized Services	Dir,School Psychology Services	8/9/2024	Resignation
Pearce, Joan	Washington, George High School	Special Education Assistant	6/14/2024	Retirement
Pepples, Ramiek	Barry, John Elementary School	Student Climate Staff,7 Hours	6/14/2024	Resignation
Pierce, Crystal	Washington, Martha School	Teacher,Full Time	6/14/2024	Resignation
Pollard, Natasha	South Philadelphia High School	Teacher,Spec Education	6/14/2024	Resignation
Rawlings, Cynthia	Peirce, Thomas M. School	Teacher,Full Time	6/15/2024	Resignation

Reed, Samuel	Overbrook Elementary School	Teacher, Full Time	6/14/2024	Resignation
Resto, Maria	Edison, Thomas A. High School	Food Svcs Assistant	6/14/2024	Resignation
Richardson, Jo Ann	Taylor, Bayard School	Supportive Services Asst, 4 Hr	6/14/2024	Retirement
Rose-Valadez, Caitlin	Gloria Casarez Elementary School	School Counselor, 10 Months	6/14/2024	Resignation
Samuels, Angela	McCloskey, John F. School	Student Climate Staff, 6 Hours	6/14/2024	Resignation
Santos, Tiffany	Philadelphia High School for Girls	Food Svcs Worker Ii	6/3/2024	Resignation
Schafer, Natalie	Rhawnhurst School	Teacher, Full Time	6/14/2024	Resignation
Sgrillo, Antonio	Adaire, Alexander School	General Cleaner, 8 Hours	6/10/2024	Resignation
Shanahan, Monika	Washington, George High School	Teacher, Full Time	10/1/2024	Retirement
Silver-Folk, Vanessa	Pollock, Robert B. School	Food Svcs Assistant	6/14/2024	Resignation
Sims, Leila	Northeast High School	Climate Support Specialist	6/14/2024	Resignation
Singer, Leia	Baldi Middle School	School Nurse	5/29/2024	Resignation
Smith, Toni	Washington, George High School	Teacher, Spec Education	6/14/2024	Resignation
Smith, Shane'	Overbrook High School	Student Climate Staff, 7 Hours	6/14/2024	Resignation
Smith, Marcus	Building 21	Student Climate Staff, 7 Hours	6/14/2024	Resignation
Snyder, Brianna	Penrose School	Special Education Assistant	6/14/2024	Resignation



Speller, Shanya	Furness, Horace High School	Step Case Manager	6/14/2024	Resignation
Stewart, Aubrey	Feltonville School of Arts and Sciences	Teacher,Full Time	6/14/2024	Resignation
Sung, Cynthia	Penn Alexander School	Supportive Services Asst, 4 Hr	5/31/2024	Resignation
Szychulski, Rachel	Office Of Specialized Services	Case Mgr, Sp Ed, Svcs & Compl	8/17/2024	Resignation
Taylor, Joan	Feltonville School of Arts and Sciences	Teacher,Full Time	6/14/2024	Resignation
Thomas, Sarah	Washington, George High School	Teacher,Full Time	6/14/2024	Resignation
Thurmond, Lynette	Anderson, Marian Neighborhood Academy	Asst Principal	7/31/2024	Retirement
Tierney, Christopher	Information Systems	Data Integration Developer	6/3/2024	Retirement
Tolliver, Dimitri	Penn Alexander School	Custodial Assistant	6/25/2024	Resignation
Tyler, Lamar	Tilden, William T. Middle School	Food Svcs Worker Iii	6/3/2024	Resignation
Valentine, Nyshae	Parkway Northwest High School	Student Climate Staff,4 Hours	6/14/2024	Resignation
Vargas, Nicole	Welsh, John School	Student Climate Staff,5 Hours	6/14/2024	Resignation
Vega, Jayzza	Franklin, Benjamin K8 School	Student Climate Staff,3 Hours	6/14/2024	Resignation
Vegas, Emily	Holme, Thomas School	Special Education Assistant	6/7/2024	Resignation
Vickalitis, Emily	Comly, Watson School	Teacher,Full Time	6/14/2024	Resignation

Walker, Robyn	Kearny, General Philip School	Teacher, Full Time	6/14/2024	Resignation
Washington, Daniel	Fels, Samuel High School	Step Case Manager	6/14/2024	Resignation
White, Yamalia	Barry, John Elementary School	Special Education Assistant	5/24/2024	Resignation
White, Sincere	Fels, Samuel High School	Bus Attendant	4/23/2024	Resignation
Wilde, Everett	Southwark School	Student Climate Staff, 4 Hours	6/14/2024	Resignation
Wilson, Tia	Roosevelt Elementary School	Food Svcs Assistant	5/14/2024	Retirement
Yang, Caroline	Baldi Middle School	Teacher, Full Time	6/14/2024	Resignation

## **Action Item - 10.**

**Title: Contract with Philadelphia Academy of School Leaders- Neubauer Fellowship (\$297,000)**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Philadelphia Academy of School Leaders

**Purpose:**

Professional development for school leaders

**Start date:** 7/1/2024

**End date:** 7/31/2026

**Compensation not to exceed:** \$297,000

**Separate Compensation by Vendor:**

**Location:**

Administrative Office(s);

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

The School District will work with the Philadelphia Academy of School Leaders (PASL) to establish its 8th Cohort of school leaders to participate in the Neubauer Fellowship in Educational Leadership (Neubauer Fellowship). Through an investment in results-driven leadership development experiences, PASL empowers individuals to drive student outcomes and advance equity in Philadelphia's district, charter, and faith-based schools.

The Neubauer Fellowship – PASL's flagship experience – provides proven principals with the resources and guidance to sharpen their leadership capacities and is a transformative two-year experience that develops critical leadership skills needed to elevate school

performance and student outcomes in their schools and across the city. Fellows engage in a unique cross-sector, cohort-based experience, receive best-in-class professional development, and build relationships with a network of outstanding peers who share strategies and problem-solve with one another. The Neubauer Fellowship is competitive and selective. The rigorous competency-based selection process includes an application, interviews, instructional analysis, data reviews, reference checks, and a school visit.

On average, it costs approximately \$82,500 per Neubauer Fellow for the two-year fellowship program and opportunities for continued engagement as Senior Fellows (alumni). The School District will be responsible for contributing a total of \$16,500 per Fellow over the two years: \$8,500 per Fellow in Year 1 (2024-2025) and \$8,000 per Fellow in Year 2 (2025-2026). In total, this contribution reflects about 20% of overall program costs per Fellow. The 8th cohort of District leaders in the Neubauer Fellowship will have a total of 18 participants.

Total school system fees due to PASL is \$297,000 over the two-year period of the agreement with the School District. The balance due each year of the program is as follows:  
\$153,000 in 2024-2025  
\$144,000 in 2025-2026

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

The aim of the Neubauer Fellowship is to improve student outcomes: student achievement proficiency, student achievement growth, and high school graduation rates. This is aligned with District Goals 1-5. In addition, the fellowship is focused on developing critical leadership skills aimed at improving school conditions and producing equitable outcomes for all student groups in alignment with Guardrails 1 and 4.

**How will the success of this contract be measured?**

The Philadelphia Academy of School Leaders (PASL) will determine the impact by comparing Neubauer Fellow-led schools' performance to that of schools not led by participants and by comparing performance between pre-participation and post-participation years.

**When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach?**

The Philadelphia Academy of School Leaders (PASL) is aligned to a set of Leadership Levers- or competencies- grounded in instructional leadership and equity. The framework captures the highest leverage skills or practices schools and system leaders must demonstrate to drive outcomes. These levers are results-oriented and research-based. In addition, PASL programming reflects effective practice in adult learning and principal development.

**When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?**

Senior Fellows, alum of the fellowship, who serve in the capacity of District school and

system leaders, served on the selection committee. They facilitated interviews, conducted school visits, and provided evidence and competency-based feedback as well as recommendations for selection into the cohort for each applicant.

**Related resolution(s)/approval(s):**

June 25, 2020; No. 49

November 17, 2022; No. 21

**Funding Source(s):**

FY 24-25 Operating and Categorical

FY 25-26 Operating and Categorical

**Office Originating Request:** Talent

**ATTACHMENTS:**

Description

Type

**Action Item - 11.**

**Title: Contract with Various Vendors - ELA Curriculum Based Instructional Coaching and Professional Development (\$6,232,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

AIM

CORE

SchoolKit

TNTP

EL Education

RootED Strategy & Design

**Purpose:**

To provide instructional professional development and/or coaching to support K-12 curriculum implementation

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$6,232,000

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$6,232,000

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** All entities will be paid out of the aggregate amount not to exceed \$6,232,000 per option period.

**Description:**

**Why is this contract needed?**

This contract is needed in order to identify qualified vendors who share our core values and can support Imagine Learning LLC/ EL Education curriculum implementation from kindergarten to grade 8 and StudySync ELA curriculum implementation from grades 9-12. We need vendors who can assist us in one or more of the following areas:

In-person professional development for teachers, school leaders on pre-identified professional development days as well as both in-person and virtual supplemental professional development for school-based instructional leadership teams (principals, assistant principals, teacher leaders), assistant superintendents, central office instructional staff who provide direct support to teachers and school leaders.

In-person instructional coaching for school-based instructional leadership teams (principals, assistant principals, teacher leaders), assistant superintendents, central office instructional staff who provide direct support to teachers and school leaders.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

This work is connected to the District's plan for every student to perform on or above grade level in ELA. Additionally, teachers and school leaders are the most important factor when it comes to student learning and academic growth. When educators feel supported, valued, and respected, they are more likely to stay in their roles and build strong relationships with students, which is paramount to student joy and academic achievement. Training and preparing school staff members for their roles allows our schools to prioritize high-quality teaching and learning, and cultivate environments that are supportive and nurturing to both students and staff. Professional development and coaching for our staff will help move us towards the following:

Goal 1: The percentage of students in grades 3-8 who are proficient on the state ELA assessment will grow from 35.7% in August 2019 to 65.0% by August 2026.

- Leading Indicator 1.1: The percentage of students in grades 3-8 who score at or above grade-level on the District's within-year reading assessment in Fall, Winter, and Spring each year.

- Leading Indicator 1.2: Closing the Gap - The percentage of students, by subgroup, in grades 3-8 who score at or above grade-level on the District's within-year reading assessment in Fall, Winter, and Spring each year.

Goal 2: The percentage of 3rd grade students who are proficient on the state ELA assessment will grow from 32.5% in August 2019 to 62.0% by August 2026.

- Leading Indicator 2.1: The percentage of students in grades K-3 who score at or above grade-level on the District's within-year reading assessment in Fall, Winter, and Spring each year.

- Leading Indicator 2.2: Closing the Gap - The percentage of students, by subgroup, in grades K-3 who score at or above grade-level on the District's within-year reading assessment in Fall, Winter, and Spring each year.

Goal 4: The percentage of students who are proficient on all three state high school assessments (Algebra, Literature, and Biology) by the end of their 11th grade year will grow

from 22.2% in August 2019 to 52.0% by August 2026.

-Leading Indicator 4.1: The percentage of students in grades 9-11 who score at or above grade level on the District's within-year math and reading assessments in Fall, Winter, and Spring each year.

-Leading Indicator 4.2: The percentage of students who are proficient on all three state high school assessments (Algebra, Literature, and Biology) by the end of their 10th grade year.

-Leading Indicator 4.3: Closing the Gap - The percentage of students, by subgroup, who are proficient on all three state high school assessments (Algebra, Literature, and Biology) by the end of their 10th grade year.

### **How will the success of this contract be measured?**

The success of this contract will be measured by leveraging implementation indicators during ELA instruction classroom observations and professional learning survey feedback. This will support the District in assessing the extent to which schools are implementing EL Education and StudySync ELA curriculum with integrity.

### **When applicable, is this an evidence-based strategy?**

This is an evidence-based strategy. The Elements: Transforming Teaching through Curriculum-Based Professional Learning is a challenge paper from Carnegie Corporation of New York that explores how professional learning anchored in high-quality curriculum materials allows teachers to experience the instruction their students will receive and change their instructional practices, leading to better student outcomes.

Curriculum-based professional learning invites teachers to participate in the same sort of rich, inquiry-based learning that new academic standards require. Such learning places the focus squarely on curriculum. It is rooted in ongoing, active experiences that prompt teachers to change their instructional practices, expand their content knowledge, and challenge their beliefs. This stands in contrast to traditional teacher training, which typically relays a static mass of information that teachers selectively apply to existing practice.

This vision of professional learning uses curriculum as both a lever and a guide, helping link teachers' actions and ideas to new standards in a concrete, focused way. Done right, it can close the gap between the experiences we provide for teachers and those we want them to provide for students.

Curriculum-based professional learning calls for six major shifts:

- (1) Focused on instructional materials with specific teaching strategies
- (2) Repeated sessions, coaching, and feedback opportunities during teachers' regular workdays
- (3) Teachers grouped by the curriculum they are using
- (4) Active learning experiences, such as practicing instruction or participating in lessons as students
- (5) Curriculum-focused coaching and feedback for all teachers
- (6) All teachers using new materials participate in curriculum-based professional learning

The vendors qualified through this action item add necessary capacity to address the six shifts listed above.

### **When applicable, was a larger community of District community members and/or**



**stakeholders involved in this selection process? If so, what groups and how?**

The selection process resulting in these vendor selections included a committee of District staff with relevant programmatic expertise who reviewed and evaluated each vendors' RFQ responses. District staff included an Assistant Superintendent, Deputy Chief of Professional Learning, Directors of Teacher Coaches, Director of Professional Development, Executive Director of Curriculum & Instruction, Directors of Curriculum & Instruction, Curriculum Specialists, Professional Learning Specialists, and Network Staff.

**Funding Source(s):**

FY 25 Operating

**Office Originating Request:** Talent

## Action Item - 12.

**Title: Contract with Handshake for Recruitment (\$50,625)**

**Board of Education Meeting Date:** 6/27/2024

### Action under consideration

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Stryder Corps d.b.a. Handshake

**Purpose:**

Recruitment platform for early talent pipeline

**Start date:** 6/28/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$ 50,625

**Location:**

Administrative Office(s);

**Renewal Options:** No

### Description:

**Why is this contract needed?**

The Talent Office seeks to expand the pool of diverse candidates for a wide breadth of positions in the District by partnering with Handshake, the leading online early Talent recruitment platform. This contract would allow the District to connect with Handshake's network of over 1500 colleges and universities, market or host events with those institutions, identify potential prospects from the current student and alumni community for hundreds of open roles, and connect with those prospects individually and at scale.

**How is this work connected to the District's plan to achieve [Goals & Guardrails](#)?**

Our efforts to staff our schools and central office with diverse, qualified personnel is pivotal to creating welcoming and supportive schools, partnering with parents and family members, addressing racist practices, and creating enriching school experiences for students.

This contract also supports Accelerate Philly's Strategic Priority Area #4: Recruit and retain diverse and highly effective educators.

This action item is an opportunity to widen and diversify the District's recruitment footprint as a part of our larger recruitment strategy. Handshake includes 72 Historically Black Colleges and Universities and 209 Hispanic-Serving institutions as part of their network of 1500+ college partners. Over 5.8 million of Handshake's student and alumni users identify as BIPOC.

**How will the success of this contract be measured?**

One measure of success for this contract will be the number of students reached, profile views, job views, and applications submitted via Handshake.

The District will also review source data from the applicant tracking system to evaluate the number of applicants and hires made that involve a touchpoint with Handshake.

**Funding Source(s):**

FY24 Operating

**Office Originating Request:** Talent

**ATTACHMENTS:**

Description

Type

**Action Item - 13.**

**Title: Amendment to PowerSchool - Learning Management System Contract (\$1,107,022)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform an amendment of a contract, subject to funding, as follows:

**With:**

PowerSchool - Learning Management System

**Purpose:**

To support the addition of central office employees, customized professional learning for all staff aligned to evaluation frameworks, and calibration for principals, assistant principals, and central office supervisors

**Original Start Date:** 3/1/2023

**Current End Date:** 6/30/2027

**Currently Authorized Compensation:** \$1,750,000

**Additional Compensation:**

\$1,107,022

**Total New Compensation:** \$2,857,022

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option not to exceed 104% of the preceding year's amount

**Description:**

**Why is this contract amendment needed?**

To better serve our schools and have a positive impact on the student experience, all employees will engage in a performance management system that is focused on growth, development, accountability, and meeting our District's Goals and Guardrails. The system will be designed to enhance and foster the professional practice and acumen of all employees across the District, including the evaluation of employees, customized professional learning for all staff aligned to evaluation frameworks, and calibration for principals, assistant principals, and central office supervisors.

The amended contract will add all central office employees to PowerSchool platform, align central office observers and observees to the appropriate performance tasks and evaluation, house customized professional learning aligned to the evaluation frameworks, and allow for calibration for central office and school-based supervisors.

PowerSchool Group, LLC. provides the District with a platform for critical compliance training, role-specific online learning opportunities, and subsequent tracking. Examples of training include Act 126, Act 71, District Policy 252, and Threat Assessment Training for school staff. In addition, the District can now create its online learning content directly compatible with PowerSchool Group, LLC. technical specifications to enhance professional learning across many content areas and groups of stakeholders. This functionality provides flexibility and customization to meet the needs of the District. Furthermore, the District serves as an Act 48 hour provider with the Pennsylvania Department of Education to ensure educators earn their continuing education hours to maintain active certificates. PowerSchool Group, LLC. provides a way to track and export this data to the state.

PowerSchool Group, LLC. has a proven track record of partnering with institutions to deliver programs and solutions that help leaders understand each employee's knowledge and abilities to easily and effectively align organizational talent to institutional requirements and execute training and learning initiatives to address any skills gaps.

**How is this work connected to the District's plan to achieve **Goals & Guardrails**?**

All Goals and Guardrails are supported by developing effective evaluation structures, processes, and guidelines that support our District workforce's ongoing and sustained growth, development, and capacity.

**How will the success of this contract be measured?**

The meaningful development and implementation of staff evaluation criteria, processes, and tools will measure the success of this contract.

**Related resolution(s)/approval(s):**

December 15, 2022; Action Item #25

**Funding Source(s):**

FY 25/26/27 Operating

FY 25/26/27 Categorical (Title II)

**Office Originating Request:** Talent

## **Action Item - 14.**

**Title: Stop Loss Insurance for Health Insurance Program (\$2,498,264)**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Highmark Insurance Group (HMIG)

**Purpose:**

Stop loss insurance for the health program

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$2,498,264

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

The District has been responsible for all medical claims it incurs and pays under its self-funded arrangement with Independence Blue Cross since 2011. Stop loss insurance is purchased to protect against catastrophic claims, such as premature births with associated complications or treatments involving high cost specialty drugs. Stop loss insurance provides a cap to the maximum out-of-pocket claims for which the District is responsible. This stop loss policy caps the District's exposure for any individual claim to \$1,250,000 with the stop loss provider paying the costs beyond that. This arrangement greatly aids in budgetary planning.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

This contract enhances the District's fiscal responsibility and sustainability of our self-insured Health Fund so that resources are best utilized to support our students and our progress

towards achieving Goals & Guardrails.

**How will the success of this contract be measured?**

The District monitors the usage of the stop loss insurance on a monthly basis and reviews the trend over the year to make any adjustments in the design and coverage of the stop loss insurance.

Stop loss insurance is a common approach for self-funded medical plans. The District periodically consults with its Benefits Consultant to understand any changes in the market and best practices.

**Related resolution(s)/approval(s):**

June 24, 2021; No. 17

May 25, 2023; No. 77

**Funding Source(s):**

FY 25 Health Fund

**Office Originating Request:** Talent

**ATTACHMENTS:**

Description

Type



**Action Item - 15.**

**Title: Contract with CNI Sales Inc dba Corporate Networking for Application and Network Load Balancing Solution (\$150,000) - Updated 6.25.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

CNI Sales Inc dba Corporate Networking

**Purpose:**

An application and network load balancing solution to provide increased reliability and stability of District network and application resources

**Start date:** 7/1/2024

**End date:** 6/30/2027

**Compensation not to exceed:** \$150,000

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** 100,000

**Description:**

**1. Why is this contract needed?**

The Office of Information Technology's current agreement for a load balancing solution is expiring. This solution and its contract is the result of an RFP for a replacement solution. A load balancing solution is critical to ensure high availability of District IT systems (such as the staff and student portals) and stability during peak times. For example, load balancing enables the District to support staff and students

across our schools signing into their District issued computers every day at the start of the school day without interruption.

**2. How is this work connected to the District's plan to achieve Goals & Guardrails?**

This load balancing solution will support primary District systems including the philasd.org website; the staff, student, and family portals; and directory and single sign-on systems. Stability for these systems is necessary to enable our staff and students to have consistent access to the wide array of digital resources and systems used for curriculum and instruction, specialized support, social and emotional learning, the student information system, the Oracle ERP system, professional development, and our Google Workspace environment.

**3. How will the success of this contract be measured?**

Success of this contract will be measured in the vendor's ability to support implementation, training, and support on the replacement solution. This would include adherence to any service level agreements established in contract negotiations.

**Funding Source(s):**

FY24-25 IT Operating

FY25-26 IT Operating

FY26-27 IT Operating

**Office Originating Request:** Information Technology

**Action Item - 16.**

**Title: Contracts with Various Vendors for Cloud Computing Services (\$300,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Accenture LLP  
Computer Design and Integration, LLC  
Navsite  
Razor Technology  
SHI International

**Purpose:**

One or more qualified suppliers to provide managed services and professional support for the District's transition to cloud services

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$300,000

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$300,000

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 1

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** All entities will be paid out of the aggregate amount not to exceed \$300,000

**Description:****1. Why is this contract needed?**

This contract is needed to support the Office of Information Technology in its transition to a cloud services provider. Through this contract, IT will work with one or more suppliers to conduct detailed evaluations of the two leading cloud service providers, Microsoft Azure and Amazon Web Services. The supplier(s) will also provide training, development, and subject matter expertise for the cloud service providers. It is IT's intention to use the contract(s) as a proof of concept for the platform and services supported by the selected supplier(s) as part of a data-driven selection of a long-term cloud services and managed services provider.

**2. How is this work connected to the District's plan to achieve Goals & Guardrails?**

The transition to cloud services is critical for IT to support the modernization of our IT infrastructure to support our schools and administrative offices. With continued shift to cloud-hosted third-party applications and services, this will enhance the District's interoperability with suppliers for data transfers and system connectivity.

**3. How will the success of this contract be measured?**

Success of this contract will be measured by training and support offered by the vendor, their ability to assist in launching these services, and adherence to any service level agreements established in the contract.

**Funding Source(s):**

FY24-25 IT Operating

**Office Originating Request:** Information Technology

**Action Item - 17.**

**Title: Contracts with Various Vendors for Enterprise Licensing and Support (\$871,032) - Updated 6.25.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

SHI International Corporation; Unicon, Inc

**Purpose:**

Licensing and support for enterprise systems

**Start date:** 7/1/2024

**End date:** 6/30/2027

**Compensation not to exceed:** \$871,032

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$871,032.

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** \$290,344

**Description:**

**1. Why is this contract needed?**

These contracts are needed to secure enterprise licensing for the virtual meeting and webinar platform, Zoom, and professional support for the District's open source single sign-on environment.

The District has offered staff access to Zoom since the 2020-2021 school year to facilitate virtual education, hybrid meetings, community webinars, etc. This platform has enabled the District to offer expanded options for community engagement at the school and District levels.

The District utilizes a free, open-source system for its single sign-on environment that supports authentication to the staff, student, and family portals as well as the vast majority of other District supported electronic platforms. Since its inception, IT has engaged a support partner to ensure ready access to subject matter experts when needed for annual upgrades and unplanned outages which includes 24x7 support.

These contracts replace agreements set to expire in August 2024.

**2. How is this work connected to the District's plan to achieve Goals & Guardrails?**

While this work supports all Goals & Guardrails, it is best aligned to Guardrail 2: Enriching and Well-rounded School Experiences and Guardrail 3: Partnering with Parents/Family Members.

Zoom has enabled the District to offer expanded options for community engagement at the school and District levels. This enhances our ability to create well-rounded school experiences and partner with families and the community.

The ability to support and maintain our single sign-on environments has guaranteed the District's ability to support a single point of access to appropriate systems (District owned or third-party) for staff, students, and families. This simplified approach to access ensures that our students' and families' experiences with District systems are seamless.

**3. How will the success of this contract be measured?**

The Zoom licensing contract will be measured in the supplier's ability to issue licensing renewals in a timely manner, ensuring there is no interruption in District service.

The single sign-on support contract will be evaluated based on the supplier's ability to meet contractually negotiated service level agreements and their ability to deliver accurate, timely support.

**Funding Source(s):**

FY24-25 IT Operating

FY25-26 IT Operating

FY26-27 IT Operating

**Office Originating Request:** Information Technology

**Action Item - 18.**

**Title: Contract with Databank IMX and ScribSoft Holdings for Physical Records Storage and Digital Records Management Platform (\$2,437,500)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Databank IMX

ScribSoft Holdings Inc.

**Purpose:**

Centralized District solution to store, access, and destruct physical and digital records that are of the responsibility of the District

**Start date:** 7/1/2024

**End date:** 6/30/2028

**Compensation not to exceed:** \$2,437,500

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$2,437,500

**Location:**

Administrative Offices; All Schools

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** All entities will be paid out of the aggregate amount not to exceed \$500,000 per option.



**Description:**

- **Why is this contract needed?**

This contract is needed to replace existing and expiring contracts for physical records storage and destruction to consolidate seven warehouses to one physical storage facility in the Philadelphia region. The intention is to digitize physical records over time to reduce the physical storage needs. Additionally, we are seeking a modernized enterprise (District-wide) approach to provide digital records management services to support District records management, access, and retention for records that are the responsibility of the District.

ScribOrder is an online application that manages and processes requests from former students and third-party requests for their school records to complete secure FERPA E-Transcript requests of student records. The Scribbles Company, after expenses, sends the balance to the District as revenue which can fund this initiative

- **How is this work connected to the District's plan to achieve Goals & Guardrails?**

These contracts will support the ongoing operations of District-wide offices using competitively negotiated agreements in a cost-effective, streamlined manner. Successful District operations are critical to availability and access to District records in our schools and administrative offices. Records management is aligned with the College and Career Goal, improving the District's ability to provide timely, accurate transcript and graduation records in service to postsecondary success. Records management also ensures a well rounded school experience for current and future students as well as school and administrative staff entering or leaving the District.

- **How will the success of this contract be measured?**

District staff need access to physical and digital records for students, employees, and other administrative offices for records management. Availability and access of the records with one enterprise modernized solution enables District staff to respond to records requests whether digitally or physically. Having a vendor that can manage retention schedules will help to reduce monthly and yearly storage costs. Success can be measured by successfully moving physical records from 7 locations across different cities/states to one location in the Philadelphia area while implementing and achieving physical and digital access as well as digital migration to one centralized platform with retention schedules. Implementing retention schedules within the digital solution as well as the physical storage facility will help reduce accumulating inventory and therefore reduce costs.

- **When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups**

## **and how?**

Yes. The RFP evaluation committee included representation from the Office of Student Enrollment and Placement, the Office of Management and Budget, the Office of Talent, Operations, Office of General Counsel, Information Technology, and School Administrators.

### **Related resolution(s)/approval(s):**

June 29, 2023; #83

### **Funding Source(s):**

FY25 - Student Enrollment and Placement Operating

FY25 - Employee Support Services Operating

FY25 - Technical Operations Operating

FY26 - Student Enrollment and Placement Operating

FY26 - Employee Support Services Operating

FY26 - Technical Operations Operating

FY27 - Student Enrollment and Placement Operating

FY27 - Employee Support Services Operating

FY27 - Technical Operations Operating

FY28 - Student Enrollment and Placement Operating

FY28 - Employee Support Services Operating

FY28 - Technical Operations Operating

NOTE: It is possible that over the lifespan of the contract, other program offices may identify a need for records digitization and engage in scanning services. This board award and contract will permit program offices to establish statements of work with the awarded vendors to accomplish their goals.

**Office Originating Request:** Information Technology

**Action Item - 19.**

**Title: Settlement of Claim - Christopher Boileau and Michelle Forte**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Office of General Counsel, to execute and perform a settlement agreement, subject to funding, as follows:

**With:** Christopher Boileau and Michelle Forte

**Purpose:** To settle claims against the School District in a civil action

**Settlement Amount:** \$150,000

**Settlement Agreement Date:** On or after 6/28/2024

**Location:** Administration Office(s)

**Description:** Christopher Boileau and Michelle Forte raised state law claims against the School District alleging negligence. This action item seeks authorization to settle and resolve all disputes with the School District, including payment in exchange for a full and complete general release. The Office of General Counsel recommends this settlement as a fair and appropriate resolution of contested litigation.

**Office Originating Request:** General Counsel

**Action Item - 20.**

**Title: Amendment of the Contract with Citizen Developer for Legal Matter Management System (\$60,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform an amendment of a contract, subject to funding, as follows:

**With:**

Citizen Developer, Inc.

**Purpose:**

To extend the contract for the provision of the case management system to manage and track legal matters for Office of General Counsel

**Original Start Date:** 9/1/2019

**Current End Date:** 8/31/2024

**Amended End Date:** 8/31/2025

**Currently Authorized Compensation:** \$325,000

**Additional Compensation:**  
\$60,000

**Total New Compensation:** \$385,000

**Location:**

Administrative Office(s)

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount not to

exceed \$60,000

**Description:**

The Office of General Counsel (OGC) handles thousands of matters, including law suits, contracts, investigations, Right-to-Know Law requests, labor negotiations, and special education matters. In 2019, OGC contracted with Black Consulting Services (Black CSI) for the development of a matter management system to improve process management and identify and analyze trends and patterns to the end of enhancing OGC's support of program offices. With the District's approval, Black CSI subsequently assigned the contract to System Soft, Inc., which then assigned the contract to Citizen Developer, the entity that hosts the platform and was the named system developer in the original contract. The original authorization expires in August 2024. OGC is seeking to extend the use of this customized system. The compensation identified covers the monthly licensing fee with an additional amount to provide for further customization as needed. The success of this contract will be measured by the ease of identifying matters, reporting, and sharing of data within OGC and the program offices we serve.

**Related resolution(s)/approval(s):**

August 15, 2019; No. 24

**Funding Source(s):**

FY25 General Operating

FY26 General Operating

**Office Originating Request:** General Counsel

## **Action Item - 21.**

### **Title: Cooperation Agreement with The Trust for Public Land**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a cooperation agreement:

With: The Trust for Public Land

Purpose: Schoolyard and green infrastructure improvements

Cooperation Agreement Start Date: 7/1/2024

Cooperation Agreement End Date: 6/30/2029

Location:

John H. Webster School

James Logan Elementary School

Overbrook Elementary School

#### **Why is this contract needed?**

Trust for Public Land's mission is to create parks and green spaces and to protect land for people, ensuring healthy, livable communities for generations to come. The School District and TPL have worked together in the past to improve multiple schoolyards on School District properties. The intent of this action item is for the Board of Education to authorize the School District to enter into a cooperative agreement with TPL for the design and construction of three schoolyards: James Logan Elementary School (Logan), Overbrook Elementary School (Overbrook), and John H. Webster School (Webster). The School District and TPL selected these school sites through a playground prioritization process used by the School District's Office of Capital Programs. The School District and TPL have worked together in the past on multiple other schoolyard projects structured through a process whereby the School District has licensed the schoolyard to TPL during construction, and then the School District has purchased the completed improvements from TPL for a small percentage of the full cost to TPL of the project. Once the designs for the Logan, Overbrook and Webster schoolyard projects have been completed, and TPL has selected a contractor, the School District will submit action items in the future to request approval from the Board for such specific projects.

#### **How is this work connected to the District's plan to achieve Goals & Guardrails?**

Guardrails 1: Welcoming and Supportive Schools -Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

#### **How will the success of this contract be measured?**

This work will make John H. Webster School, James Logan Elementary School, and Overbrook Elementary School more welcoming and supportive schools as well as a safer and healthier place where our students, staff, and community want to be and learn each day.

Office Originating Request: Operations - Capital Programs

**Office Originating Request:** Operations - Capital Programs

**Action Item - 22.**

**Title: Change Orders at Various Locations (\$631,004)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

**Action under consideration**

The Administration recommends the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform amendment of contracts for change order modifications to ongoing construction projects at various locations as follows:

**Board of Education Meeting:** June 27, 2024

**With:**

Allstates Mechanical, Ltd.  
BSI Construction, LLC  
C.A.D Electric, Inc.  
Contractor  
Devine Brothers, Inc.  
Dolan Mechanical, Inc.  
Edward J. Meloney, Inc.  
Ernest Bock & Sons, Inc.  
Five Star, Inc.  
Hyde Electric Corporation  
John S. McManus, Inc.  
Lex Electric Co., Inc.  
Madden Electrical Associates, Inc.  
Mulhern Electric Company, Inc.  
Paramount Electrical Services  
Smith Builders dba Smith Construction  
TE Construction Services, LLC

**Purpose:** To pay additional amounts necessitated by change orders for ongoing construction projects

**Start Date:** 6/28/2024

**End Date:** Through completion dates for previously approved construction, as well as professional design/structural/architectural services contracts

**Compensation not to exceed:** \$631,004

**Separate Compensation by Vendor and Locations:**

Ernest Bock & Sons, Inc. - General Contract - New Addition - Ethan Allen School - \$ 1,162.00  
Original Contract Amount: \$11,550,205  
Total Board Approved Change Orders To Date: \$1,574,755



New change order amount: \$1,162

Total new compensation: \$13,124,965

Madden Electrical Associates, Inc. - Electrical Contract - Minor Renovation - New Cafeteria - Rudolph Blankenburg Elementary School - \$ 799.00

Original Contract Amount: \$207,870

Total Board Approved Change Orders To Date: \$40,724

New change order amount: \$799

Total new compensation: \$249,393

Madden Electrical Associates, Inc. - Electrical Contract - Minor Renovation - New Cafeteria - Rudolph Blankenburg Elementary School - \$ 977.00

Original Contract Amount: \$207,870

Total Board Approved Change Orders To Date: \$40,724

New change order amount: \$ 977

Total new compensation: \$249,571

Madden Electrical Associates, Inc. - Electrical Contract - Minor Renovation - New Cafeteria - Rudolph Blankenburg Elementary School - \$ 2,371.00

Original Contract Amount: \$207,870

Total Board Approved Change Orders To Date: \$40,724

New change order amount: \$2,371

Total new compensation: \$250,965

C.A.D Electric, Inc. - Electrical Contract - Electrical Distribution Replacement - William C. Bryant School - \$66,330.00

Original Contract Amount: \$3,975,359

Total Board Approved Change Orders To Date: \$2,053

New change order amount: \$66,330

Total new compensation: \$4,043,742

TE Construction Services, LLC - General Contract - Window Replacement - Ellwood School - \$6,363.00

Original Contract Amount: \$2,212,000

Total Board Approved Change Orders To Date: \$0

New change order amount: \$6,363

Total new compensation: \$2,218,363

TE Construction Services, LLC - General Contract - Window Replacement - Ellwood School - \$1,316.00

Original Contract Amount: \$2,212,000

Total Board Approved Change Orders To Date: \$0

New change order amount: \$1,316

Total new compensation: \$2,213,316

John S. McManus, Inc. - General Contract - Structural Renovation - Felltonville Intermediate School - \$2,807.00

Original Contract Amount: \$5,216,300

Total Board Approved Change Orders To Date: \$17,336

New change order amount: \$2,807

Total new compensation: \$5,236,443

John S. McManus, Inc. - General Contract - Structural Renovation - Felltonville Intermediate School -

\$28,763.00

Original Contract Amount: \$5,216,300  
Total Board Approved Change Orders To Date: \$17,336  
New change order amount: \$28,763  
Total new compensation: \$5,262,399

John S. McManus, Inc. - General Contract - Structural Renovation - Felltonville Intermediate School -  
\$ 6,487.00

Original Contract Amount: \$5,216,300  
Total Board Approved Change Orders To Date: \$17,336  
New change order amount: \$ 6,487  
Total new compensation: \$5,240,123

John S. McManus, Inc. - General Contract - Structural Renovation - Felltonville Intermediate School -  
\$90,297.00

Original Contract Amount: \$5,216,300  
Total Board Approved Change Orders To Date: \$17,366  
New change order amount: \$ 90,297  
Total new compensation: \$5,323,963

John S. McManus, Inc. - General Contract - Structural Renovation - Felltonville Intermediate School -  
\$26,648.00

Original Contract Amount: \$5,216,300  
Total Board Approved Change Orders To Date: \$17,336  
New change order amount: \$26,648  
Total new compensation: \$5,260,284

Five Star, Inc. - Mechanical Contract - Major Renovation - Edwin Forrest Elementary School -  
\$11,664.00

Original Contract Amount: \$5,295,000  
Total Board Approved Change Orders To Date: \$0  
New change order amount: \$11,664  
Total new compensation: \$5,306,664

Five Star, Inc. - Plumbing Contract - Major Renovation - Edwin Forrest Elementary School -  
\$3,707.00

Original Contract Amount: \$1,040,000  
Total Board Approved Change Orders To Date: \$12,671  
New change order amount: \$3,707  
Total new compensation: \$1,056,378

Mulhern Electric Company, Inc. - Electrical Contract - Major Renovation - Edwin Forrest Elementary  
School - \$11,980.00

Original Contract Amount: \$4,343,226  
Total Board Approved Change Orders To Date: \$18,394  
New change order amount: \$11,980  
Total new compensation: \$4,373,600

Mulhern Electric Company, Inc. - Electrical Contract - Major Renovation - Edwin Forrest Elementary  
School - \$15,252.00

Original Contract Amount: \$4,343,226  
Total Board Approved Change Orders To Date: \$18,394

New change order amount: \$15,252  
Total new compensation: \$4,376,872

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$7,062.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$7,062  
Total new compensation: \$12,599,802.50

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$20,000.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$20,000  
Total new compensation: \$12,612,740.50

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$11,338.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$11,338  
Total new compensation: \$12,604,078.50

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$ 19,718.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$19,718  
Total new compensation: \$12,612,458.50

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$8,774.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$8,774  
Total new compensation: \$12,601,514.50

Smith Builders dba Smith Construction - General Contract - Major Renovation - Edwin Forrest Elementary School - \$18,683.00

Original Contract Amount: \$11,590,000  
Total Board Approved Change Orders To Date: \$1,002,740.50  
New change order amount: \$18,683  
Total new compensation: \$12,611,423.50

TE Construction Services, LLC - General Contract - Structural Renovation - Fox Chase School - \$1,192.00

Original Contract Amount: \$2,241,000  
Total Board Approved Change Orders To Date: \$21,774  
New change order amount: \$1,192  
Total new compensation: \$2,263,966

BSI Construction, LLC - General Contract - New Addition - Anne Frank School - \$18,457.00  
Original Contract Amount: \$9,389,000  
Total Board Approved Change Orders To Date: \$547,707  
New change order amount: \$18,457  
Total new compensation: \$14,483,096

Edward J. Meloney, Inc. - Mechanical Contract - New Addition - Anne Frank School - \$1,132.00  
Original Contract Amount: \$3,992,000  
Total Board Approved Change Orders To Date: \$103,133  
New change order amount: \$1,132  
Total new compensation: \$4,096,265

Edward J. Meloney, Inc. - Mechanical Contract - New Addition - Anne Frank School - \$5,587.00  
Original Contract Amount: \$3,992,000  
Total Board Approved Change Orders To Date: \$103,133  
New change order amount: \$5,587  
Total new compensation: \$4,100,720

Edward J. Meloney, Inc. - Mechanical Contract - New Addition - Anne Frank School - \$5,172.00  
Original Contract Amount: \$3,992,000  
Total Board Approved Change Orders To Date: \$103,133  
New change order amount: \$5,172  
Total new compensation: \$4,100,305

Hyde Electric Corporation - Electrical Contract - Fire Alarm System Replacement - Horace Furness High School - \$20,981.00  
Original Contract Amount: \$420,000  
Total Board Approved Change Orders To Date: \$27,665  
New change order amount: \$20,981  
Total new compensation: \$468,646

TE Construction Services, LLC - General Contract - Exterior Door Replacement - Francis Hopkins School - \$2,595.00  
Original Contract Amount: \$244,475  
Total Board Approved Change Orders To Date: \$0  
New change order amount: \$2,595  
Total new compensation: \$247,070

Lex Electric Co., Inc. - Electrical Contract - Mechanical Plant Replacement - Thomas G. Morton School - \$26,455.00  
Original Contract Amount: \$499,816  
Total Board Approved Change Orders To Date: \$312,846  
New change order amount: \$26,455  
Total new compensation: \$839,117

Lex Electric Co., Inc. - Electrical Contract - Electrical Distribution Replacement - Plus Window AC - George W. Nebinger School - \$11,051.00  
Original Contract Amount: \$3,784,000  
Total Board Approved Change Orders To Date: \$33,213.00  
New change order amount: \$11,051  
Total new compensation: \$3,761,838

Lex Electric Co., Inc. - Electrical Contract - Electrical Distribution Replacement - Plus Window AC - George W. Nebinger School - \$ 5,079.00

Original Contract Amount: \$3,784,000

Total Board Approved Change Orders To Date: (\$33,213)

New change order amount: \$5,079

Total new compensation: \$3,755,866

Paramount Electrical Services - Electrical Contract - Science Labs - Parkway Northwest High School - \$2,586.00

Original Contract Amount: \$280,000

Total Board Approved Change Orders To Date: \$2,079

New change order amount: \$2,586

Total new compensation: \$284,665

BSI Construction, LLC - General Contract - New Construction - Thomas M. Peirce School - \$5,548.00

Original Contract Amount: \$20,300,000

Total Board Approved Change Orders To Date: \$1,089,632

New change order amount: \$5,548

Total new compensation: \$21,395,180

BSI Construction, LLC - General Contract - New Construction - Thomas M. Peirce School - \$12,321.00

Original Contract Amount: \$20,300,000

Total Board Approved Change Orders To Date: \$1,089,632

New change order amount: \$12,321

Total new compensation: \$21,401,953

BSI Construction, LLC - General Contract - New Construction - Thomas M. Peirce School - \$14,344.00

Original Contract Amount: \$20,300,000

Total Board Approved Change Orders To Date: \$1,089,632

New change order amount: \$14,344

Total new compensation: \$21,403,976

BSI Construction, LLC - General Contract - New Construction - Thomas M. Peirce School - \$3,900.00

Original Contract Amount: \$20,300,000

Total Board Approved Change Orders To Date: \$1,089,632

New change order amount: \$ 3,900

Total new compensation: \$21,393,532

Devine Brothers, Inc. - Plumbing Contract - New Construction - Thomas M. Peirce School - \$2,209.00

Original Contract Amount: \$2,194,000

Total Board Approved Change Orders To Date: \$35,811

New change order amount: \$2,209

Total new compensation: \$2,232,020

Dolan Mechanical, Inc. - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$2,781.00

Original Contract Amount: \$4,296,000

Total Board Approved Change Orders To Date: \$112,978

New change order amount: \$2,781  
Total new compensation: \$4,411,759

Dolan Mechanical, Inc. - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$3,314.00

Original Contract Amount: \$4,296,000  
Total Board Approved Change Orders To Date: \$112,978  
New change order amount: \$3,314  
Total new compensation: \$4,412,292

Dolan Mechanical, Inc. - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$23,009.00

Original Contract Amount: \$4,296,000  
Total Board Approved Change Orders To Date: \$112,978  
New change order amount: \$23,009  
Total new compensation: \$4,431,987

Dolan Mechanical, Inc. - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$2,538.00

Original Contract Amount: \$4,296,000  
Total Board Approved Change Orders To Date: \$112,978  
New change order amount: \$2,538  
Total new compensation: \$4,411,516

Dolan Mechanical, Inc. - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$703.00

Original Contract Amount: \$4,296,000  
Total Board Approved Change Orders To Date: \$112,978  
New change order amount: \$703  
Total new compensation: \$4,409,681

Dolan Mechanical, Inc - Mechanical Contract - Major Renovation - Robert B. Pollock School - \$703.00

Original Contract Amount: \$4,296,000  
Total Board Approved Change Orders To Date: \$112,978  
New change order amount: \$703  
Total new compensation: \$4,409,681

Edward J. Meloney, Inc. - Plumbing Contract - Major Renovation - Robert B. Pollock School - \$253.00

Original Contract Amount: \$1,197,000  
Total Board Approved Change Orders To Date: \$17,905  
New change order amount: \$253  
Total new compensation: \$1,215,158

Edward J. Meloney, Inc. - Plumbing Contract - Major Renovation - Robert B. Pollock School - \$6,213.00

Original Contract Amount: \$1,197,000  
Total Board Approved Change Orders To Date: \$17,905  
New change order amount: \$6,213  
Total new compensation: \$1,221,118

Hyde Electric Corporation - Electrical Contract - Major Renovation - Robert B. Pollock School -

\$19,664.00

Original Contract Amount: \$3,349,865  
Total Board Approved Change Orders To Date: \$81,594  
New change order amount: \$19,664  
Total new compensation: \$3,451,123

Lex Electric Co., Inc. - Electrical Contract - New Addition - Richmond School - \$10,104.00

Original Contract Amount: \$2,558,000  
Total Board Approved Change Orders To Date: \$661,166  
New change order amount: \$10,104  
Total new compensation: \$3,229,270

Lex Electric Co., Inc. - Electrical Contract - New Addition - Richmond School - \$8,079.00

Original Contract Amount: \$2,558,000  
Total Board Approved Change Orders To Date: \$661,166  
New change order amount: \$8,079  
Total new compensation: \$3,227,245

Allstates Mechanical, Ltd. - Mechanical Contract - Mechanical Plant Replacement - Vane-Washington Elementary School - \$47,873.00

Original Contract Amount: \$3,434,000  
Total Board Approved Change Orders To Date: \$433,385  
New change order amount: \$47,873  
Total new compensation: \$3,915,258

Allstates Mechanical, Ltd. - Mechanical Contract - Mechanical Plant Replacement - Vane-Washington Elementary School - \$4,663.00

Original Contract Amount: \$3,434,000  
Total Board Approved Change Orders To Date: \$433,385  
New change order amount: \$4,663  
Total new compensation: \$3,872,048

### **Description:**

This action item is to approve modifications to active construction contracts for new construction, major renovations, and life cycle replacement projects approved in the Capital Budget. The change order process addresses modifications to contracts for work that is added, deleted, or otherwise modified from the original project design and scope of work. Change orders occur due to design errors, design omissions, unforeseen conditions, and requests from the District to ensure the completeness of the project. The Office of Capital Programs reviews negotiates, and approves change orders subject to Board approval so that construction work is not interrupted due to change orders.

The total number of construction contracts, relative to the change orders to be submitted, is 24, valued at \$109,710,954.50. The total number of projects is 17, valued at \$207,232,358.30. The total number of change orders to be submitted to the Board of Education for approval is 51, with value of \$631,004.00, 0.58% of the total value of the construction contracts, and 0.30% of the total value of the projects.

**Guardrail 1: Welcoming and Supportive Schools** - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn daily.

**Funding Source:** FY 24 Capital Budget

**Related resolutions(s)/approval(s):**

August 20, 2020; No.12

April 22, 2021; No.18

March 24, 2022; No.20

August 18, 2022; No.18

September 22, 2022; No.7

June 23, 2022; No.29

November 18, 2021; No.12

May 28, 2020; No.14

May 26, 2022; No.53

May 25, 2023; No.70

December 10, 2020; No.19

January 26, 2023; No.11

June 29, 2023; No.44

September 23, 2021; No.13

June 23, 2022; No.29

January 30, 2020; No.24

February 24, 2022; No.12

**Office Originating Request:** Operations - Capital Programs

**ATTACHMENTS:**

Description

Change Order Summary

Type

Supporting Document



Change Orders to be presented to the Board Of Education Meeting on Thursday, June 27,2024

Change Order #	School/Location	Contract Type	Work Description	Designer of Record	Contractor	Project Name	Change Description	Change Reason	Change Explanation	CO Amount Requested	CO Amount Agreed	CO Savings Amount	Contract Original Value	Board Approved Changes	Contract Current Value	Percent of Current	Project Original Value	Project Current Value	Percent of Project
122	Ethan Allen School	General Contract	New Addition	USA Architects	Ernest Bock & Sons, Inc.	Allen, Ethan - New Addition	Provide the labor, materials and equipment necessary to modify existing door frames per response to Request for Information, RFI# 152	Unforeseen Conditions	The general contractor is required to modify existing door frames per RFI #152 to allow the doors to work and swing properly per the design.	\$ 1,162.00	\$ 1,162.00	\$ -	\$11,550,205.00	\$1,574,755.00	\$ 13,124,960.00	0.01%	\$ 20,626,165.80	\$ 24,024,000.80	0.00%
9	Rudolph Blankenburg Elementary School	Electrical Contract	Minor Renovation - New Cafeteria	The Sheward Partnership, LLC	Madden Electrical Associates, Inc.	Blankenburg - Minor Renovation - New Cafeteria	Provide labor and material to install a 48 port patch panel in MDF room. Need to have a port for cash register and server line.	Design Omission (s)	Existing patch panel was full. Needed another to accommodate data lines associated with new Cafeteria Server and cash register. When the time came to run 2 data lines back to patch panel it was determined that there were no open ports to use.	\$ 802.01	\$ 799.00	\$ 3.00	\$ 207,870.00	\$ 40,724.00	\$ 248,594.00	0.32%	\$ 1,749,670.00	\$ 1,998,549.00	0.04%
10	Rudolph Blankenburg Elementary School	Electrical Contract	Minor Renovation - New Cafeteria	The Sheward Partnership, LLC	Madden Electrical Associates, Inc.	Blankenburg - Minor Renovation - New Cafeteria	Provide labor and material to power dampers in AHU 1 &2	Design Omission (s)	The power required was to be provided by others on mechanical drawings but was not on Electrical drawings.	\$ 981.56	\$ 977.00	\$ 5.00	\$ 207,870.00	\$ 40,724.00	\$ 248,594.00	0.39%	\$ 1,749,670.00	\$ 1,998,549.00	0.05%
11	Rudolph Blankenburg Elementary School	Electrical Contract	Minor Renovation - New Cafeteria	The Sheward Partnership, LLC	Madden Electrical Associates, Inc.	Blankenburg - Minor Renovation - New Cafeteria	Provide labor and material to remove temporary panel and associated wiring in gym for temporary kitchen.	Unforeseen Conditions	The new cafeteria kitchen was not ready for when school was coming back in September so a temporary kitchen was erected in the Gym to service students returning in September. Needed to have it removed once the new kitchen was ready. This PCO is related to PCOEC -4 which was the installation of Temporary panel because of equipment delays.	\$ 2,381.34	\$ 2,371.00	\$ 10.00	\$ 207,870.00	\$ 40,724.00	\$ 248,594.00	0.95%	\$ 1,749,670.00	\$ 1,998,549.00	0.12%
3	William C. Bryant School	Electrical Contract	Electrical Distribution Replacement	FXB Engineering	C.A.D Electric, Inc.	Bryant - Electrical Distribution Replacement	Provide labor and materials to add cameras and infrastructure to meet the office of school safety requirements. 12 locations were added to have complete coverage of the CCTV system. This includes conduit, wiring, and devices run to the MDF and IDF locations.	Requested by School District	Areas of coverage were updated to meet current office of school safety requirements. This direction was given by RFI 21.	\$ 73,602.77	\$66,330.00	\$7,273.00	\$ 3,975,359.00	\$ 2,053.00	\$ 3,977,412.00	1.67%	\$ 4,439,168.00	\$ 4,298,131.00	1.54%
1	Ellwood School	General Contract	Window Replacement	LAN Associates	TE Construction Services, LLC	Ellwood - Window Replacement	Provide labor materials and equipment to remove asbestos containing louvre caulking and expansion joint caulk in gym.	Unforeseen Conditions	The contract documents called for this caulking to be removed and was not listed as asbestos containing materials. Upon further investigation and sampling, it was found to contain asbestos and should be done under a non-friable asbestos containment.	\$ 6,363.11	\$ 6,363.00	\$ -	\$ 2,212,000.00	\$ -	\$ 2,212,000.00	0.29%	\$ 2,317,722.54	\$ 2,388,601.00	0.27%
2	Ellwood School	General Contract	Window Replacement	LAN Associates	TE Construction Services, LLC	Ellwood - Window Replacement	TEC to provide 1 spandrel panel at the existing conduit location to receive conduit rather than penetrating masonry supporting member.	Design Omission (s)	The plans did not provide a route or method for reinstallation of mini split system piping. The contractor could not core above the windows because there is a support beam. The solution outlined in RFI - 2 was to provide a spandrel panel at the existing conduit location to receive the conduit rather than penetrate the masonry.	\$ 1,316.40	\$ 1,316.00	\$ -	\$ 2,212,000.00	\$ -	\$ 2,212,000.00	0.06%	\$ 2,317,722.54	\$ 2,388,601.00	0.06%
2	Felltonville Intermediate School	General Contract	Structural Renovation	Schrader Group Architecture, LLC	John S. McManus, Inc.	Felltonville Int - Structural Renovation	Add a frosted glass film on the windows installed in bathrooms.	Design Omission (s)	A privacy film is required to protect the privacy of the students and staff using the bathrooms.	\$ 2,807.00	\$ 2,807.00	\$ -	\$ 5,216,300.00	\$ 17,336.00	\$ 5,233,636.00	0.05%	\$ 5,500,068.00	\$ 5,658,333.00	0.05%
3	Felltonville Intermediate School	General Contract	Structural Renovation	Schrader Group Architecture, LLC	John S. McManus, Inc.	Felltonville Int - Structural Renovation	Power wash and prep surface, Delete stripping of paint, add 2 coats of paint on ground floor elevation at graphic, delete anti-graffiti coating, add Anti-graffiti coating on graphic.	Unforeseen Conditions	During mockup of exterior vinyl graphic it was determined graphic had adverse reaction to graffiti removal. Graphic as specified had no anti graffiti coating. Redesigned graphic with coating provided protection needed.	\$ 28,763.00	\$28,763.00	\$ -	\$ 5,216,300.00	\$ 17,336.00	\$ 5,233,636.00	0.55%	\$ 5,500,068.00	\$ 5,658,333.00	0.51%
4	Felltonville Intermediate School	General Contract	Structural Renovation	Schrader Group Architecture, LLC	John S. McManus, Inc.	Felltonville Int - Structural Renovation	Provide labor, materials and equipment to disconnect vent pipes and reinstall them once the new window and panel were installed.	Design Error (s)	New windows could not be installed unless the vent piping was removed and then reinstalled. These vent pipes were not accounted for on the scope of work.	\$ 6,486.93	\$ 6,487.00	\$ -	\$ 5,216,300.00	\$ 17,336.00	\$ 5,233,636.00	0.12%	\$ 5,500,068.00	\$ 5,658,333.00	0.11%

5	Felltonville Intermediate School	General Contract	Structural Renovation	Schrader Group Architecture, LLC	John S. McManus, Inc.	Felltonville Int - Structural Renovation	There are 4 different window details shown on the shop drawings. Condition type #1 is as shown on A603 in the contract. Condition Types 2-4 have additional millwork required on the interior, along with blocking and panning on exterior and extra trim.	Design Error (s)	In order to have a uniform look for the windows from the exterior of the building, this extra work had to be done. the design only took into consideration 1 window condition, not all 4.	\$ 90,296.93	\$90,297.00	\$ -	\$ 5,216,300.00	\$ 17,336.00	\$ 5,233,636.00	1.73%	\$ 5,500,068.00	\$ 5,658,333.00	1.60%
6	Felltonville Intermediate School	General Contract	Structural Renovation	Schrader Group Architecture, LLC	John S. McManus, Inc.	Felltonville Int - Structural Renovation	There were 2 window openings, both inside of closets, that were missed on the original documents. These windows were also covered by overgrowth on the outside of the building, and were discovered when the contractor removed the overgrowth to perform masonry work.	Design Omission (s)	These 2 windows need to be replaced because they do not match the design, color or function that the newly installed windows in the rest of the building do.	\$ 26,647.95	\$26,648.00	\$ -	\$ 5,216,300.00	\$ 17,336.00	\$ 5,233,636.00	0.51%	\$ 5,500,068.00	\$ 5,658,333.00	0.47%
10	Edwin Forrest Elementary School	Mechanical Contract	Major Renovation	DI Group Architecture	Five Star, Inc.	Forrest - Major Renovation	The MC to provide the labor and materials to install 13 temporary transition pieces of duct work to connect the new duct work to the new HVAC units on the roof.	Unforeseen Conditions	The contractor was delayed due to the changes with the structural steel and dunnage. By the time that the steel was completed, the HVAC units had to be installed, all of the Thermo-duct work installed with the exception of the transition pieces which were measured and ordered after the units and duct work were set. This had to be expedited for HVAC start up which was scheduled for 8/29/23.	\$ 11,664.00	\$11,664.00	\$ -	\$ 5,295,000.00	\$ -	\$ 5,295,000.00	0.22%	\$ 23,043,461.35	\$ 25,442,495.84	0.05%
11	Edwin Forrest Elementary School	Plumbing Contract	Major Renovation	DI Group Architecture	Five Star, Inc.	Forrest - Major Renovation	The PC to provide the labor and materials to replace (10) 1-1/4" chrome plated brass P traps, (10) 1/2" sweat x 3/8 chrome plated brass compression angle stops and (20) 3/8" compression x 2' flexible supply tube connectors on the toilet room sinks in both boys and girls. Basement toilet rooms per RFI #190. This work was completed on a Saturday to keep the schedule.	Unforeseen Conditions	The plumbing scope called for the removal and re-installation of the toilet room sinks for the sole purpose of installing ceramic tile on the wall behind the sinks. There was no direction to replace any connection components. However, the existing traps were rotted and the valves were passing.	\$ 4,337.26	\$ 3,707.00	\$ 630.00	\$ 1,040,000.00	\$ 12,671.00	\$ 1,052,671.00	0.35%	\$ 23,043,461.35	\$ 25,442,495.84	0.01%
12	Edwin Forrest Elementary School	Electrical Contract	Major Renovation	DI Group Architecture	Mulhern Electric Company, Inc.	Forrest - Major Renovation	The EC to provide the labor and materials to install cabling and other appurtanences to provide 7 additional Wireless Access Points as per Bulletin #3. Six ceiling mount and 1 wall mount. SDP to provide the WAP Box and the actual wireless access points.	Unforeseen Conditions	The additional WAPs were requested by the IT Department to provide coverage to all areas of the building.	\$ 11,980.35	\$11,980.00	\$ -	\$ 4,343,226.00	\$ 18,394.00	\$ 4,361,620.00	0.27%	\$ 23,043,461.35	\$ 25,442,495.84	0.05%
13	Edwin Forrest Elementary School	Electrical Contract	Major Renovation	DI Group Architecture	Mulhern Electric Company, Inc.	Forrest - Major Renovation	The EC to provide the labor and materials to remove the previously installed light fixtures and occupancy sensors in the following closets and reinstall on new suspended ceilings. Room 301 long closet, 306 long closet, 308 long closet, 209 small closet, 310 small closet, 3rd floor janitor's closet in order for the GC to install suspended ceilings.	Unforeseen Conditions	The ceilings were existing to remain. However, these ceiling sustained severe damage over the span of construction. These ceilings would have required a lot of work to complete in a short period of time. It was decided that it would be better to remove the loose plaster and install suspended ceilings	\$ 15,252.12	\$15,252.00	\$ -	\$ 4,343,226.00	\$ 18,394.00	\$ 4,361,620.00	0.35%	\$ 23,043,461.35	\$ 25,442,495.84	0.06%

73	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	GC to provide the premium labor to complete work as directed by SDP. Work includes building shaft walls in the attic. Framing and drywall of the MDF partitions, Frame and drywall soffit at room 314, Framing and drywall of the closet and toilet room partitions in the little school house, Framing and drywall of soffits in the kitchen. This is for premium time only.	Unforeseen Conditions	This work was delayed by slow responses of RFIs and submittals from the designers and the safety team didn't allow anyone in the attic to start work for a month and a half or so stating the the existing catwalk didn't meet OSHA standards.	\$ 7,062.47	\$ 7,062.00	\$ -	\$ 11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.06%	\$ 23,043,461.35	\$ 25,442,495.84	0.03%
74	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	Provide labor, equipment and material on premium time due to delays not caused by them. Ple3ase see documents and comments for details.	Unforeseen Conditions	The Contractors experience delays on this project. They were directed to work premium time and if the work they were completing on premium time was due to delays caused by the school district they would be reviewed for reimbursement.	\$ 19,999.72	\$20,000.00	\$ -	\$ 11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.16%	\$ 23,043,461.35	\$ 25,442,495.84	0.08%
75	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	Provide the labor and materials necessary to install new metal studs and drywall partition.	Unforeseen Conditions	This work was required to complete the abatement under the partition wall. The wall had to be removed to complete the abatement since the existing partition did not attach to the ceiling and therefore had no support above the floor.	\$ 11,338.40	\$11,338.00	\$ -	\$ 11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.09%	\$ 23,043,461.35	\$ 25,442,495.84	0.04%
76	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	Provide the labor, material and equipment necessary to demolish and dispose concrete.	Unforeseen Conditions	The concrete layer was not shown on the drawings. The paving demolition and excavation were required to complete the waterproofing.	\$ 21,388.90	\$19,718.00	\$1,671.00	\$11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.16%	\$ 23,043,461.35	\$ 25,442,495.84	0.08%
77	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	Provide the labor, material and equipment necessary to strip and seal the existing corridor and stair well landing.	Unforeseen Conditions	Per the attached Time Impact Analysis, the contractors were delayed with the project and were unable to proceed with the stripping and refinishing of the floors during regular working hours due to all of the activity going on during the day. This caused the workers to move to second shift to complete their work.	\$ 8,774.04	\$ 8,774.00	\$ -	\$ 11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.07%	\$ 23,043,461.35	\$ 25,442,495.84	0.03%
78	Edwin Forrest Elementary School	General Contract	Major Renovation	DI Group Architecture	Smith Builders dba Smith Construction	Forrest - Major Renovation	The GC to provide the labor, equipment and materials necessary to install an additional overhead door.	Design Omission (s)	This work was necessary to hide unfinished sawcut masonry and to overcome conflicts.	\$ 18,683.34	\$18,683.00	\$ -	\$ 11,590,000.00	\$1,002,740.50	\$ 12,592,740.50	0.15%	\$ 23,043,461.35	\$ 25,442,495.84	0.07%
3	Fox Chase School	General Contract	Structural Renovation	Gannett Fleming, Inc.	TE Construction Services, LLC	Fox Chase - Structural Renovation	Provide labor and material to replace 2 electric door strike on the main entrance and teachers entrance into the building. the original door strikes are not compatible with the new doors and hardware.	Design Omission (s)	The original scope of work called for the original door strikes to be reused, however the original strikes were incompatible with the new door hardware and would not line up correctly or operate properly. This was a major issue as these doors were for the main entrance and teachers entrance into the building.	\$ 1,191.91	\$ 1,192.00	\$ -	\$ 2,241,000.00	\$ 21,774.00	\$ 2,262,774.00	0.05%	\$ 2,433,374.47	\$ 2,460,304.00	0.05%
28	Anne Frank School	General Contract	New Addition	Schrader Group Architecture, LLC	BSI Construction, LLC	Frank, Anne - New Addition	Additional roof work to install new curbs for Chiller pipe supports, supports on Mechanical Drawings do not call roof work for pipes supports. Move an existing roof drain out of the location of Steel Support Baseplate	Unforeseen Conditions	Additional roof work needed since the contract drawings do not address Chiller piping supports and, a roof drain needed to be relocated away from the base of Chiller support steel structure.	\$ 21,315.89	\$18,457.00	\$2,859.00	\$ 9,389,000.00	\$ 547,707.00	\$ 9,936,707.00	0.19%	\$ 20,929,134.39	\$ 22,821,316.14	0.08%
21	Anne Frank School	Mechanical Contract	New Addition	Schrader Group Architecture, LLC	Edward J. Meloney, Inc.	Frank, Anne - New Addition	Provide the labor, material and equipment necessary to furnish drawings of fan coil unit (FCU 200.2) and ceiling in Classroom 200 of Building B.	Design Error (s)	Contract drawings M102.3, S102B, S141B & A122.3 indicate conflict in installation of a fan coil unit and ceiling in Classroom 200 of Building B. Per request for information RFI - MC01 and drawing SK-2, lowering the ceiling height provides the space needed for installation of the FCU. See the attached for details.	\$ 1,132.00	\$ 1,132.00	\$ -	\$ 3,992,000.00	\$ 103,133.00	\$ 4,095,133.00	0.03%	\$ 20,929,134.39	\$ 22,821,316.14	0.00%

22	Anne Frank School	Mechanical Contract	New Addition	Schrader Group Architecture, LLC	Edward J. Meloney, Inc.	Frank, Anne - New Addition	Provide the labor, material and equipment necessary to redraw vent piping system for Boilers at west end of Building A, due to change of specification.	Unforeseen Conditions	The original boilers specified in the contract documents would not fit into the building. Per engineer's (EOR) recommendation to substitute the boilers, the contractor produced drawings for vent piping system per the substituted boilers capabilities. See documents attached.	\$ 5,801.00	\$ 5,587.00	\$ 214.00	\$ 3,992,000.00	\$ 103,133.00	\$ 4,095,133.00	0.14%	\$ 20,929,134.39	\$ 22,821,316.14	0.02%
23	Anne Frank School	Mechanical Contract	New Addition	Schrader Group Architecture, LLC	Edward J. Meloney, Inc.	Frank, Anne - New Addition	Provide the labor, materials, and equipment necessary to install temporary duct and fittings at the west shaft of Building A.	Unforeseen Conditions	Temporary duct installation was needed to allow fresh air to enter through the shaft which fed the corridors until the new ductwork is completed, see the attached drawings. The work was required for COVID standards.	\$ 5,363.00	\$ 5,172.00	\$ 191.00	\$ 3,992,000.00	\$ 103,133.00	\$ 4,095,133.00	0.13%	\$ 20,929,134.39	\$ 22,821,316.14	0.02%
2	Horace Furness High School	Electrical Contract	Fire Alarm System Replacement	Gannett Fleming, Inc.	Hyde Electric Corporation	Furness - Fire Alarm System Replacement	Provide all Labor, Materials and Equipment needed to: Supply and install additional Fire Alarm devices as shown on attached Fire Alarm Submittal mark-up.	Design Omission (s)	The additional devices were determined to be required during the Fire Alarm Submittal review by the EOR but were not shown on the contract documents.	\$ 20,981.00	\$20,981.00	\$ -	\$ 420,000.00	\$ 27,665.00	\$ 447,665.00	4.69%	\$ 465,000.00	\$ 485,465.00	4.32%
1	Francis Hopkinson School	General Contract	Exterior Door Replacement	Schrader Group Architecture, LLC	TE Construction Services, LLC	Hopkinson - Exterior Door Replacement	Provide Material for new electric door strikes because the existing to remain ones will not work with the new panic device scheduled to be installed.	Unforeseen Conditions	Per walk through, doors and hardware specified did not work with existing conditions. Existing electric strike does not work with new panic device, existing doors were 1 3/8" not 1 3/4" per drawings. Will not work with existing frame to remain.	\$ 2,594.50	\$ 2,595.00	\$ -	\$ 244,475.00	\$ -	\$ 244,475.00	1.06%	\$ 260,019.44	\$ 262,819.44	0.99%
15	Thomas G. Morton School	Electrical Contract	Mechanical Plant Replacement	Ingram Engineering Services, Inc	Lex Electric Co., Inc.	Morton - Mechanical Plant Replacement	Provide labor and materials to power starters for rooftop ventilators. This includes all connects and wiring at 14 locations.	Unforeseen Conditions	Existing to remain power was not present. New power had to be ran.	\$ 27,037.00	\$26,455.00	\$ 582.00	\$ 499,816.00	\$ 312,846.00	\$ 812,662.00	3.26%	\$ 3,354,316.00	\$ 3,949,434.00	0.67%
5	George W. Nebinger School	Electrical Contract	Electrical Distribution Replacement - Plus Window AC	FXB Engineering	Lex Electric Co., Inc.	Nebinger - Electrical Distribution Replacement - Plus Window AC	Provide labor and material to replace three circuits from source (stage panel) to audio / visual rack, stage projector, stage screen, portable keyboard and convenience receptacles. Replace three branch circuits to special feature lighting with local control. Replace feed to attic lighting and provide local control switch above panel. Existing wiring insulation has deteriorated beyond useful life.	Unforeseen Conditions	In a cost saving effort by SDP, the Stage wiring was shown to be existing to remain in contract documents.. This decision was made during the design phase and intentionally left out of the scope of work Upon investigation to add ground wire it was found that insulation was crumbling to the touch, and was determined to be unsound and unsafe. PM, contractor and design professional were in agreement to replace with new wire for safety reasons.	\$ 11,078.00	\$11,051.00	\$ 27.00	\$ 3,784,000.00	\$ (33,213.00)	\$ 3,750,787.00	0.29%	\$ 3,976,000.00	\$ 4,057,242.00	0.27%
6	George W. Nebinger School	Electrical Contract	Electrical Distribution Replacement - Plus Window AC	FXB Engineering	Lex Electric Co., Inc.	Nebinger - Electrical Distribution Replacement - Plus Window AC	Provide material and labor to abate fittings and pipe found with damaged fittings and insulation in counselor's office and rest room. See FWD EC 01 attached.	Unforeseen Conditions	When ceiling tile was removed to pull MC cable through the ceiling, it was discovered that there was damaged asbestos fittings and pipe insulation. This necessitated a work stoppage and calling in of abatement contractor and monitor to remove asbestos and air monitor the rooms.	\$ 5,079.00	\$ 5,079.00	\$ -	\$ 3,784,000.00	\$ (33,213.00)	\$ 3,750,787.00	0.14%	\$ 3,976,000.00	\$ 4,057,242.00	0.13%
3	Parkway Northwest High School	Electrical Contract	Science Labs	Schrader Group Architecture, LLC	Paramount Electrical Services	Parkway N.W. - Science Labs	Provide the labor, material and equipment necessary to remove two ceiling mounted light fixtures above newly installed pipes in classroom 141.	Requested by School District	Original piping plan did not account for ceiling mounted light fixtures. As per direction given by Gamil Hall via email "SDP - 1st Floor Classroom RCP" on August 14, 2023, the contractor removed two light fixtures for pipe run and aesthetic purposes.	\$ 2,673.90	\$ 2,586.00	\$ 88.00	\$ 280,000.00	\$ 2,079.00	\$ 282,079.00	0.92%	\$ 1,712,000.00	\$ 1,801,241.25	0.14%
8	Thomas M. Peirce School	General Contract	New Construction	Blackney Hayes Architects	BSI Construction, LLC	Peirce - New Construction	Prime has indicated that the playground equipment has escalated in cost from the time of the bid to the time that it was purchased..	Unforeseen Conditions	The project schedule was delayed due to several factors and supply chain issues and yearly cost increases have impacted the playground equipment for this project.	\$ 5,547.58	\$ 5,548.00	\$ -	\$20,300,000.00	\$1,089,632.00	\$ 21,389,632.00	0.03%	\$ 33,166,901.00	\$ 34,699,728.20	0.02%

9	Thomas M. Peirce School	General Contract	New Construction	Blackney Hayes Architects	BSI Construction, LLC	Peirce - New Construction	Provide labor, material, and equipment necessary to furnish and plant Arnotica Low Grow sumac plants in the planting beds surrounding the building as requested by the School District.	Requested by School District	The GC cannot provide the ground cover mix until the spring. They were concerned about tracking mud into the building and suggested shrubs to prevent the children from going into the planter beds. The Green Infrastructure Program Manager was provided the potential option and suggested which type of plant to use. See RFI 269 in the comments section.	\$ 15,256.83	\$12,321.00	\$2,936.00	\$20,300,000.00	\$1,089,632.00	\$ 21,389,632.00	0.06%	\$ 33,166,901.00	\$ 34,699,728.20	0.04%
10	Thomas M. Peirce School	General Contract	New Construction	Blackney Hayes Architects	BSI Construction, LLC	Peirce - New Construction	Provide labor, material, and equipment necessary to install an additional recessed mat in Stair 2 per ASI 27r1	Design Omission (s)	LEED review of the Contract Documents indicated that additional walk off mats were required to secure the number of points to achieve gold status. Received VCT installation credit for labor since material has already been purchased, stored and will become attic stock for specified area.	\$ 16,166.39	\$14,344.00	\$1,822.00	\$20,300,000.00	\$1,089,632.00	\$ 21,389,632.00	0.07%	\$ 33,166,901.00	\$ 34,699,728.20	0.04%
11	Thomas M. Peirce School	General Contract	New Construction	Blackney Hayes Architects	BSI Construction, LLC	Peirce - New Construction	Provide labor, material, and equipment necessary to install bent plate slab infill along Column Line 1.7, 1'-0" wide angle with kickers per the Engineer's sketch dated 02-09-23. Furnish, deliver, and erect the 1/4" bent plate to extend the 2nd-floor slab 1'-0" along column line 1.7 between columns A & A.2. Install L3x3x1/4" angles kickers to existing W14x22 on 1.7 line. Concrete pour will be submitted under a separate COR.	Design Error (s)	Architectural drawing A120 indicates that the space between column 1.6 and 1.7 is 1'-6" with a 6" cant to create the pourstop, a gap of 12" was created. The concrete subcontractor utilized the Architectural drawings to coordinate the pier locations. The steel columns and concrete deck installation did not indicate an issue until the cold metal framing was installed that there was no support for the curtain wall at this location.	\$ 4,289.74	\$ 3,900.00	\$ 390.00	\$20,300,000.00	\$1,089,632.00	\$ 21,389,632.00	0.02%	\$ 33,166,901.00	\$ 34,699,728.20	0.01%
4	Thomas M. Peirce School	Plumbing Contract	New Construction	Blackney Hayes Architects	Devine Brothers, Inc.	Peirce - New Construction	The Contract Document P210 indicated that the domestic water lines for sink 4A should be extended through the exterior wall framing to the location of the sink in the casework.	Requested by School District	After discussions with the Design Manager and the AOR, the sink was relocated on the countertop so that the domestic water lines would be installed in an interior all not in the exterior wall where the possibility of the piping freezing was avoided.	\$ 2,718.58	\$ 2,209.00	\$ 510.00	\$ 2,194,000.00	\$ 35,811.00	\$ 2,229,811.00	0.10%	\$ 33,166,901.00	\$ 34,699,728.20	0.01%
5	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide labor and material for drain pan and roof curb to accommodate the roof opening for the new chiller steel footings.	Design Omission (s)	Miscellaneous revisions resulting from RFI #, including the comments made by sheet metal contractor, responses from Engineer of Record, and subsequent conversations between design team and mechanical sheet metal subcontractor, including site meeting on 9/27/2022.	\$ 2,780.70	\$ 2,781.00	\$ -	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.06%	\$ 20,431,237.00	\$ 21,084,027.05	0.01%
6	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide labor and material to fabricate and install a louver for OA in room 109A.	Design Omission (s)	The drawing omitted this room and is required for the installation for the new univent.	\$ 3,313.84	\$ 3,314.00	\$ -	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.08%	\$ 20,431,237.00	\$ 21,084,027.05	0.02%
7	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide labor and material to fabricate the additional supply and return air duct needed to accommodate the repositioning of AHU.	Design Error (s)	The duct work for AHU in the boiler room will not fit due to existing boiler room stairs and electrical conduit. The unit needs to move back to allow clearance for the supply and return air duct to the AHU. Additional duct length fabrication will be required from main design.	\$ 24,320.20	\$23,009.00	\$1,311.00	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.52%	\$ 20,431,237.00	\$ 21,084,027.05	0.11%
8	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide labor and material to remove and reinstall the lightin protection for the installation of the new chimney liner.	Requested by School District	The lighting protect needed to come down for the proper installation of the chimney liner. The EC provided a quote for the removal which included the need for scaffolding. The MC had a lift that they could use and the price was cheaper for them than the EC.	\$ 2,814.51	\$ 2,538.00	\$ 277.00	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.06%	\$ 20,431,237.00	\$ 21,084,027.05	0.01%
9	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide Labor and material to resize outside air intake risers 1 and 2 per ASI #22.	Design Omission (s)	Duct riser need to be refabricated to accommodate the roof open on drawings A1.02, A2.41, A2.51, M2.02, M2.03, and M6.01	\$ 703.80	\$ 703.00	\$ 1.00	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.02%	\$ 20,431,237.00	\$ 21,084,027.05	0.00%

10	Robert B. Pollock School	Mechanical Contract	Major Renovation	Blackney Hayes Architects	Dolan Mechanical, Inc.	Pollock - Major Renovation	Provide labor material and equipment to relocate exhaust fan down the hall and through he roof to avoid the conflict at the roof opening.	Design Omission (s)	EF-5 to be relocated above closet in administration office 109E due to roof curb and penetration would conflict with chiller steel platform on the roof per RFI #41 response and update snapshot drawings.	\$ 703.80	\$ 703.00	\$ 1.00	\$ 4,296,000.00	\$ 112,978.00	\$ 4,408,978.00	0.02%	\$ 20,431,237.00	\$ 21,084,027.05	0.00%
3	Robert B. Pollock School	Plumbing Contract	Major Renovation	Blackney Hayes Architects	Edward J. Meloney, Inc.	Pollock - Major Renovation	Provide labor and material to install 2 pressure regulator springs on the gas regulators for boiler start up.	Design Omission (s)	The gas company would not pass inspection of the pilot gas without the springs installed and therefore would not leave the gas on to the boiler, needed to start and run the boilers.	\$ 253.00	\$ 253.00	\$ -	\$ 1,197,000.00	\$ 17,905.00	\$ 1,214,905.00	0.02%	\$ 20,431,237.00	\$ 21,084,027.05	0.00%
4	Robert B. Pollock School	Plumbing Contract	Major Renovation	Blackney Hayes Architects	Edward J. Meloney, Inc.	Pollock - Major Renovation	Provide Labor and Material to install new hydration stations(4), additional piping is required to due to the new fountains not lining up with the existing drain piping and water supply.	Unforeseen Conditions	Additional piping was needed to install the new hydration station and bring the hydration installation up to code compliance,	\$ 6,230.00	\$ 6,213.00	\$ 17.00	\$ 1,197,000.00	\$ 17,905.00	\$ 1,214,905.00	0.51%	\$ 20,431,237.00	\$ 21,084,027.05	0.03%
6	Robert B. Pollock School	Electrical Contract	Major Renovation	Blackney Hayes Architects	Hyde Electric Corporation	Pollock - Major Renovation	Provide labor and material to remove and reinstall 18 cameras and 16 classroom speaker to below the new classroom and hallway ceiling heights.	Design Omission (s)	The new drop ceiling height in the design did not account for the existing cameras and classroom speakers and those items would be above the new ceiling height.	\$ 19,801.00	\$19,664.00	\$ 137.00	\$ 3,349,865.00	\$ 81,594.00	\$ 3,431,459.00	0.57%	\$ 20,431,237.00	\$ 21,084,027.05	0.09%
37	Richmond School	Electrical Contract	New Addition	USA Architects	Lex Electric Co., Inc.	Richmond - New Addition	Per attached RFI-EC-037R, EC to Furnish and retrofit existing 500 amp breaker at MDPA-1 with shunt trip mechanism, extend cable from breaker to local kitchen emergency button and provide standard 80/3 circuit breakers at panel K-1.	Requested by School District	The justification for this COR is that the plans didn't include a means to kill the power to kitchen equipment in the event the ansul system is engaged. Initially, the plan was to include to 80 amp shunt breakers, but due to a delivery delay to Sept. 2022 another solution was need and proposed to use a coil in the panel main breaker that would kill the entire panel. Without another solution the kitchen and the building would not be available for the start of the school year.	\$ 10,414.00	\$10,104.00	\$ 310.00	\$ 2,558,000.00	\$ 661,166.00	\$ 3,219,166.00	0.31%	\$ 16,317,316.24	\$ 19,490,187.00	0.05%
38	Richmond School	Electrical Contract	New Addition	USA Architects	Lex Electric Co., Inc.	Richmond - New Addition	Provide Labor materials and equipment necessary to: install and commission additional access control at Ann Street entry vestibule. Pull from security panel to door location. Drill access and fish cables at frame.	Design Omission (s)	The design did not include any access control between the addition main entrance vestibule to the school. This was required so that individuals that are waiting in the vestibule cannot gain unauthorized access to the school building. Field bulletin is attached and photos are in eBuilder.	\$ 8,204.00	\$ 8,079.00	\$ 125.00	\$ 2,558,000.00	\$ 661,166.00	\$ 3,219,166.00	0.25%	\$ 16,317,316.24	\$ 19,490,187.00	0.04%
11	Vare-Washington Elementary School	Mechanical Contract	Mechanical Plant Replacement	Gannett Fleming, Inc.	Allstates Mechanical, Ltd.	Vare-Washington - Mechanical Plant Replacement	Provide all Labor, Materials and Equipment needed to: Abate an additional 36lf of asbestos pipe wrap in ceiling above basement.	Unforeseen Conditions	Comply with new specification set forth by Viva Environmental regarding abatement and lead stabilization.	\$ 55,743.84	\$47,873.00	\$7,871.00	\$ 3,434,000.00	\$ 433,385.00	\$ 3,867,385.00	1.24%	\$ 5,072,053.00	\$ 5,723,430.98	0.84%
12	Vare-Washington Elementary School	Mechanical Contract	Mechanical Plant Replacement	Gannett Fleming, Inc.	Allstates Mechanical, Ltd.	Vare-Washington - Mechanical Plant Replacement	Provide all Labor, Materials and Equipment needed to: Fabricate and install wood toe-kick frames under the 2nd & 3rd floor classroom UVs.	Unforeseen Conditions	The frames were needed to raise the UVs to the proper installation height to compensate for existing field conditions.	\$ 4,663.37	\$ 4,663.00	\$ -	\$ 3,434,000.00	\$ 433,385.00	\$ 3,867,385.00	0.12%	\$ 5,072,053.00	\$ 5,723,430.98	0.08%
										\$660,263.98	\$ 631,004	\$ 29,261	\$ 103,609,116	\$6,083,135.50	\$109,710,954.50	0.58%	\$165,793,607.23	\$356,661,891.66	1.71%

**Action Item - 23.**

**Title: Capital Award for Interior Door and Window Replacement at James G. Blaine Elementary School (\$3,600,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform an amendment of a contract, subject to funding, as follows:

**With:**

TE Construction Services, LLC

**Purpose:**

Replacement of interior doors and windows

**Original Start Date:** 6/28/2024

**Current End Date:** 1/31/2026

**Currently Authorized Compensation:** \$3,600,000

**Additional Compensation:**

**Total New Compensation:** \$

**Location:**

Blaine, James G. School;

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

The James G. Blaine ES door and window replacement project addresses issues of safety, security, and maintenance for the doors, as well as thermal efficiency for the building envelope with replacement windows.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

Guardrail 1: Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

**How will the success of this contract be measured?**

The success of this project will be measured by the completion of the construction work indicated within the stated construction schedule in the contract documents in a timely manner.

The Office of Minority and Small Business (OMSBD) will review and verify MWBE compliance in this contract by verifying monthly or quarterly spending reports for verification and potential auditing. Then, OMSBD will track the spending through our contract compliance checks. The OMSBD will then report to internal and external stakeholders.

**Funding Source(s):**

Capital Budget FY 23-24

Capital Budget FY 24-25

Capital Budget FY 25-26

**Office Originating Request:** Operations - Capital Programs

**ATTACHMENTS:**

Description

Type



**Action Item - 24.**

**Title: License Agreement with The Camelot Schools of Pennsylvania, L.L.C., High School Continuation Education Program at Olney High School**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a license agreement, subject to funding, as follows:

**With:**

The Camelot Schools of Pennsylvania, L.L.C. (Camelot Schools of PA)

**Purpose:**

To provide classroom and ancillary space for educational purposes

**Start Date:** 7/1/2024

**End Date:** 6/30/2027

**License Fee not to exceed:** FY25 - \$89,928.60; FY26 - \$94,425.03; FY27 - \$99,146.28

**Location:**

Olney High School;

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum license fee authorized per option period:** FY28-\$104,308.77; FY29-\$109,308.77

**Description:**

Why is this contract needed?

This license is needed to provide an adequate facility for opening the Continuation High School program managed by Camelot Schools of PA. - Camelot Schools of PA had been selected through RFP NG10075 Alternative Education Programs (Continuation), and

currently has a contract with the School District for this program, Contract #3431 The Continuation High School program is a contracted alternative education program in the Opportunity Network. The program will enroll School District students who are disconnected from school or in school and significantly at risk of academic failure. The program also enrolls students whose learning was disrupted as a result of the 2020-2021 global pandemic, students not making adequate progress in traditional school settings, and students returning from adjudicated placements. This program will educate students within a small learning environment at the lower level of Olney High School; per contract a maximum of 200 students will be enrolled at any given time. The licensed space will include classrooms, student support space, office space, and scheduled use of the gymnasium and cafeteria.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This Continuation High School program located at Olney High School will support the District's achievement of Goal 4 by providing intensive, personalized academic interventions and skill acceleration in a small learning environment for students struggling academically. Additionally, the Continuation High School program will support the School District's achievement of Guardrail 1: Welcome and Supportive Schools through daily social-emotional lessons and a student-to-support staff ratio of 100 to 1. Support staff include social workers, behavior specialists, and school counselors. Lastly, the Continuation High School program will support the School District's achievement of Guardrail 3: Partnering with Parents/Family Members through individualized weekly and periodic parent/family outreach to communicate each student's successes and challenges. This parent/family outreach is designed to facilitate a collaborative approach between home and school in support of student achievement.

How will the success of this contract be measured?

The School District's Opportunity Network has a three-part approach to the formal annual evaluation of all contracted Opportunity Network programs. This includes annual Operational Walkthroughs, Instructional Walkthroughs, and Alternative Education Progress Reports (AEPR) that provide qualitative and quantitative data for program performance that inform decisions related to contract renewal, termination, and program expansion. Facilities use, maintenance, and appropriateness are assessed as part of this annual evaluation process. Reports summarizing each program's performance are publicly available on the School District website.

When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach?

The overarching goal of Opportunity Network's contracted alternative education programs is to educate students who are not successful in a traditional school setting. Research for Action published a study in 2013 that examined the impacts of the School District's contracted alternative education programs on credit accumulation and graduation rates

(Norton, Gold, and Peralta, May 2013). Researchers found that significantly more alternative education students earned six or more credits in one school year when compared to similar students enrolled in neighborhood high schools. In addition, alternative education students had significantly higher five- and six-year graduation rates when compared to similar students enrolled in neighborhood high schools.

**Related resolution(s)/approval(s):**

April 21, 2022; Item 27.

**Office Originating Request:** Operations - Facilities

**Action Item - 25.**

**Title: Contracts with Philadelphia Water Department and Vicinity Energy for Water/Sewer Services and Steam Heat (\$9,500,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Philadelphia Water Department  
Vicinity Energy, Inc.

**Purpose:**

To establish a source for water and sewer services, and steam heat

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$9,500,000

**Separate Compensation by Vendor:**

Philadelphia Water Department: \$8,500,000  
Vicinity Energy: \$1,000,000

**Location:**

All Schools;

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

The School District of Philadelphia has a long-term need for the supply of steam and water/sewer services for its schools and offices.

The District entered into a long-term contract with Vicinity (formerly known as Veolia) for steam on May 31, 2004. Franklin Learning Center and Masterman High School are currently on the steam loop. This loop provides steam heat for the winter heating of these schools.

The Philadelphia Water Department is the default water and sewer services provider for the District based on the published tariff rates. These contracts provide critical services for District-

owned facilities.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

Guardrail 1: Welcoming and Supportive Schools - Every school will be a safe, welcoming and healthy place where our students, staff and community want to be and learn each day.

**How will the success of this contract be measured?**

The success of this contract will be measured by the vendor's ability to provide water and steam to the District's buildings.

**Funding Source(s):**

FY24-25 Operating

**Office Originating Request:** Operations - Facilities

**ATTACHMENTS:**

Description

Vicinity Sole Source

Type

Supporting Document

**SOLE SOURCE JUSTIFICATION FORM**

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

*The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.*

**Part 1: General Requester Information**

Project Title:	Contracts with Vicinity Energy for steam supply services		
Program Office:	Facilities	Requester Name:	Jeff Scott
		Requester Phone:	215-778-8773
		Requester Email:	jpscott@philasd.org
Proposed Funding Source:	<input checked="" type="checkbox"/> Operating / Other Non-Grant		<input type="checkbox"/> Grant Funds

**Part 2: Vendor Information**

Proposed Supplier Name:	Vicinity Energy	Contact Phone:	215-732-1411
		Contact Email:	

**Part 3: Brief Description of Goods and / or Services**

The generation, distribution, and supply of steam for heating at the Julia Masterman and Franklin Learning Center Schools.

**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.



1. *The item or service is available only from one source.* Include the following:

- Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
- How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
- Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
- Any additional information that would support the case

- ☐ 2. **The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.** Include the following:
- Description of the public exigency or emergency
  - Need for the contract and period of performance
  - Impact on project if deadline/dates are not met
  - How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
  - Any additional information that would support the case
- ☐ 3. **Competition is determined inadequate after solicitation of several sources.** Include the following:
- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
  - Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
  - Any additional information that would support the case

**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

Vicinity Energy is the only entity that generates, supplies, and distributes steam in the City of Philadelphia. The office of Facilities has searched the market vendor and could not identify another vendor who could provide these services. The distribution piping/equipment is the property of Vicinity. Vicinity currently has the expertise to handle the high pressure steam service to the building, once steam enters the building it is reduced in pressure. The above mentioned buildings currently do not have ability to produce steam, without this vendor and contract, we would not be able to heat the buildings.

**Part 6: Requesting Department Approvals**

*J. Scott* 5/7/2024  
Requester Signature / Date

*D. Hill* 5/8/24  
Chief Signature / Date

**Part 7 Disposition.** Grant Compliance approval required for all grant sole source determinations

Procurement:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Procurement Signature / Date: <i>Throne Cropper</i> 5/30/2024
Grant Compliance:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Compliance Signature / Date:

## **Action Item - 26.**

### **Title: License Agreement with Police Athletic League (PAL)**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a license agreement, subject to funding, as follows:

**With:**

Police Athletic League (PAL)

**Purpose:**

To lease space for PAL to use as a classroom, gymnasium, and ancillary space

**Start Date:** 7/1/2024

**End Date:** 6/30/2025

**License Fee not to exceed:** \$20,000

**Location:**

Leslie Pinckney Hill School (L P Hill)

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum license fee authorized per option period:** Each option at a fixed amount of \$20,000 per year

**Description:**

**Why is this contract needed?**

The Board previously authorized the license of space through 6/30/2024. This authorization is seeking the option to extend the lease for two years. PAL provides youth with academic support and character-building programs. Daily homework assistance and computer education are provided. PAL runs gender-specific mentoring programs designed to boost positive self-image and provide a safe space for developmental conversations with a trusted adult. Beyond keeping youth safe, PAL's programming connects youth to future education and career opportunities. To help our most active youth succeed, the PAL Scholarship



Foundation annually provides approximately 200 scholarships to apply towards college or an accredited trade school. Having PAL at the L P Hill School contracted alternative education programs to educate students who were not successful in a traditional school setting.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

The PAL Center located at L P Hill School will support the District's achievement of Goal 4 by providing intensive, personalized academic interventions and skill acceleration in a small learning environment for students struggling academically. Additionally, the PAL Center will support the District's achievement of Guardrail 1: Welcome and Supportive Schools, through daily social-emotional lessons and a student-to-support staff ratio of 100 to 1. Support staff include social workers, behavior specialists, and school counselors. Lastly, the PAL Center program will support the District's achievement of Guardrail 3: Partnering with Parents/Family Members through individualized weekly and periodic parent/family outreach to communicate each student's successes and challenges. This parent/family outreach is designed to facilitate a collaborative approach between home and school supporting student achievement.

**How will the success of this contract be measured?**

The success of having PAL at L P Hill will be determined by the number of young people who daily visit the PAL Center and feel safe within their community which causes them to be out of harm's way. Having this program at L P Hill assists in preserving young lives from being on the Philadelphia streets, looking for something to occupy their time. The success comes from this center being a safe haven that assists in lives being spared.

**Related resolution(s)/approval(s):**

Action Item #23 - May 30, 2024

Action Item # 63 - June 29, 2023

**Office Originating Request:** Operations - Facilities

**Action Item - 27.**

**Title: Authorization of School Bus Vehicle Purchases, Infrastructure Investments, and Related Equipment and Services from Various Vendors under Sourcewell Cooperative Purchasing Program (\$41,500,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

IC Bus  
Bluebird Corporation  
Thomas Built  
Nuve  
In-Charge

**Purpose:**

Purchase of alternative energy and other school buses and related infrastructure improvements

**Start date:** 7/1/2024

**End date:** 6/30/2029

**Compensation not to exceed:** \$41,500,000

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$41,500,000

**Location:**

Administrative Office(s);  
All Schools

## **Renewal Options: No**

### **Description:**

The Department of Transportation Services (Transportation) is seeking approval board authorization to utilize the Sourcewell Cooperative Purchasing Program's competitively bid contracts for yellow school bus vehicle purchases, related infrastructure investments, and equipment. This authorization will enable Transportation to leverage cooperative purchasing, which offers lower rates by aggregating demand and achieving economies of scale.

Replacing older diesel buses with alternative energy school buses will result in cleaner, healthier air for our students and communities. Furthermore, it will allow Transportation to continue fulfilling the district's safe and efficient transportation mission.

Why is this contract needed?

This contract is needed to replace older diesel buses with alternative energy buses. Transportation plans to purchase additional alternative energy buses using allocated capital funds and existing and pending grants. Alternative energy school buses will produce healthier air for our students and communities. Additionally, the contract will assist Transportation with replacing diesel school buses targeted for replacement due to age, reliability, and maintenance costs. This will enable the Transportation to continue to fulfill the District's mission of providing safe and efficient transportation.

School buses are used daily to transport eligible public school students to and from school and to service field trips and athletic programs. Transportation currently operates a fleet of 286 yellow school buses. Of this total, 72.03% (206) are diesel, 7.69% (16) are unleaded fuel, 13.29% (38) are propane, and 6.99% (20) are electric-powered buses.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This contract directly supports the Board of Education's Guardrail 1. Welcoming and Supportive Schools.

How will the success of this contract be measured?

The success of Sourcewell's Cooperative Purchasing Program can be measured through key performance indicators such as the timely availability of vendors, efficiency of the supply chain and logistics, effective inventory management, and high product quality.

### **Funding Source(s):**

FY25 - FY29 Capital Budget

FY25 - FY29 Categorical

## Office Originating Request: Operations - Transportation

### ATTACHMENTS:

#### Description

Cooperative Contract Request Form

#### Type

Supporting Document

## COOPERATIVE CONTRACT REQUEST FORM

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting the use of a Cooperative Purchasing Contract executed by an outside entity in lieu of a competitive selection process administered by the School District of Philadelphia / Intermediate Unit 26 (District). There are two thresholds for approval of the use of a cooperative contract:

- A. The cooperative contract itself was the result of a competitive selection process consistent with state and federal laws and rules regarding the criteria for a competitive selection, and
- B. The cooperative contract provides clear benefits in terms of cost or other factors beyond that which could reasonably be obtained by the District executing its own competitive solicitation.

This form allows program offices to offer the justification and evidence for the use of a cooperative contract. Completing this form does not guarantee that the cooperative contract will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form. *The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.*

## Part 1: General Requestor Information

Project Title:	Authorization of School Bus Purchases and related Infrastructure Investments - Various Vendors		
Program Office:	Transportation Services	Requester Name:	Maureen Edozie
		Requester Phone:	215/400-6142
		Requester Email:	medozie@phillasd.org
		Potential Expenditure:	\$41.5 M (Subject to Grants)
Proposed Funding Source:	<input checked="" type="checkbox"/> Operating / Other Non-Grant		<input checked="" type="checkbox"/> Grant Funds

## Part 2: Cooperative Contract Information

Cooperative Contract Name:	Sourcewell Cooperative Purchasing	Contact Phone:	877-480-0542
		Contact Email:	service@sourcewell-mn.gov
Issuing Entity	Sourcewell Cooperative Purchasing		
Cooperative Contract Purpose:	To simplify procurement processes, save costs, ensure quality and compliance		

## Part 3: Verification Requirements

- A. **Proper Award and Availability.** Attach documentation and a description verifying that the Contract was competitively procured and properly awarded, and is currently active and available for use by the Issuer for the time period to be used by the District. Note that an entity asking contractors to submit goods or services available and their rates for compilation on a list is not a competitive selection.
- B. **Advantage to District.** Provide documentation verifying that the cooperative contract is advantageous to the District and is comparable, or superior, to what can be obtained through a competitive solicitation by the District.

## Part 4: Requesting Department Approvals

Maureen Edozie 5/30/24  
Requester Signature / Date

[Signature] 5/30/24  
Chief Signature / Date

## Part 5 Disposition. Grant Compliance approval required for all grant use of cooperative agreements.

Procurement:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Signature / Date:	<u>[Signature] 5/31/24</u>
Grant Compliance:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Signature / Date:	<u>Joe D'Alessandro 6/5/24</u>

## Addendum to Cooperative Contract - Sourcewell Cooperative Purchasing Program

### Part 3: Verification Requirements

This request enables Transportation Services (Transportation) to seek board authorization to utilize the Sourcewell Cooperative Purchasing Program's competitively bid contracts for school bus vehicle purchases, related infrastructure investments, and equipment. This authorization will enable Transportation to leverage cooperative purchasing, which offers lower rates by aggregating demand and achieving economies of scale. Replacing older diesel buses with alternative energy school buses will result in cleaner, healthier air for our students and communities. Furthermore, it will allow Transportation to continue fulfilling the District's safe and efficient transportation mission.

- A. **Proper Award and Availability.** Sourcewell's procurement team manages the entire competitive solicitation process, including requests for proposals (RFPs) for general purchases and invitations to bid on construction contracting.
- B. **Advantage to District.** Sourcewell's contracts aim to simplify and streamline the district procurement process by developing RFPs for national, competitive solicitations that meet or exceed our requirements. Additionally, they can save costs, ensure quality and compliance, and provide flexibility and choice to participating agencies and organizations.

**COST ESTIMATE FORM**

As part of Best Practices and as required by federal rules, contracts or purchases orders that exceed various thresholds must have a cost or price analysis *prior to* procurement. Please reach out to the School District of Philadelphia / Intermediate Unit 26 (District) Office of Procurement for assistance in seeking a cost analysis and completing this form.

**Part 1: Requester Information**

Project Title:	Authorization of School Bus Vehicle Purchases, Infrastructure Investments, and Related Equipm		
Program Office:	Transportation - Operations	Requester Name:	Maureen Edozie
		Requester Phone:	215/400-6142
		Requester Email:	medozie@philasd.org
Proposed Funding Source:	<input checked="" type="checkbox"/> Operating / Other Non-Grant	<input checked="" type="checkbox"/> Grant Funds	

**Part 2: Purchase Type**

- ☐ Material/Goods  
☒ Services  
☒ Construction  
☒ Other (specify) School Bus Vehicle Purchases, Infrastructure Investments, and Related Equipment and Services

**Part 3: Brief Description of Goods and / or Services**

Purchasing school bus vehicles, services to upgrade the electrical infrastructure, and electrical charging stations and chargers. using vendors that have been selected through a competitive bid process through the Sourcewell Cooperative Program

**Part 4: Method of Obtaining the Estimate**

- ☐ Published price list / past pricing (include date): \_\_\_\_\_  
☐ Engineering or technical estimate  
☐ Independent third-party estimate  
☒ Other (specify) Sourcewell Vendor Quotes

**Part 5. Establishing cost reasonableness / analysis before requesting a competitive solicitation**

What is the estimated fair market price for the good(s) or service(s) that will be procured?

See attached spreadsheet

**Part 6: Signature of Preparer**

The preceding information was obtained and verified by: 

Cooperative Contract - Sourcewell Cooperative Purchasing							Sourcewell Contract List
Sourcewell Vendor	Contract Number	Item	Specifications	Previous Pay Price	Price Quote via Sourcewell	Price Quote without Cooperative	
IC Bus	102623-ICB	Type D (71 Passenger)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	N/A	395,252*	406,600	
IC Bus	102623-ICB	Type C (66 Passenger)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	N/A	387,250*	399,400	
IC Bus	102623-ICB	Type C (42, Lift Passenger Buses)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	379,936 (in 2020)	421,305*	432,100	
Bluebird Corporation	063020-BBB	Type A, Type C (42, 48, 54, 66 Passenger Buses), Type D (66 Passenger)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	141,915	136,124	136,124	
Thomas Built	102623-TBB	Type D (72 Passenger)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	N/A	366,280	369,480	
Thomas Built	102623-TBB	Type A, Type C (42, 48, 54, 66 Passenger Buses), Type D (66 Passenger)	EV, Propane-powered, Gasoline Buses All Buses must meet Chapter 67, Chapter 171, Subchapters A,B,C,D and G, relating to school bus equipment standards as well as Pennsylvania Vehicle Code. *Options will vary	N/A	386,220	389,420	
Nuveve	042221-NUV	PCS Nuveve Rhombus 60kW DC (w/o dispenser)	Energy Star Certified Commercial Grade Equipment	N/A	38,000	42,000	



Cooperative Contract - Sourcewell Cooperative Purchasing							Sourcewell Contract List

**Action Item - 28.**

**Title: Ratification of Contract with F. W. Webb Company for the Purchase of Hydration Stations (\$100,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education ratify and authorize the execution and performance of a contract, by The School District of Philadelphia, through the Superintendent or his designee, subject to funding, as follows:

With:

F. W. Webb Company

Purpose: To purchase hydration stations for various District locations

Start date: February 1, 2024

End date: June 30, 2024

Compensation not to exceed: \$100,000

Location: All schools

Renewal Options: No

Description:

**Why is the contract needed?**

This contract is needed to enable the Office of Facilities Management and Services to pay for the purchase of hydration station units. Due to the urgency of the need to purchase these units, there was not sufficient time to complete the procurement process.

**How is the work connected to the District's plan to achieve Goals and Guardrails?**

This work aligns with Guardrail 1, Welcoming and Supportive Schools - Every school will be a safe, welcoming and healthy place where our students, staff and community want to be and learn each day.

**How will the success of this contract be measured?**

Success of this contract will be measured by the contractor's ability to provide hydration stations as required by the Maintenance departments within the identified timeframe.

Funding Source(s):

FY23-24 Operating

**Office Originating Request:** Operations - Facilities

**ATTACHMENTS:**

**Description**

Webb Co. Sole Source Form

**Type**

Supporting Document

**SOLE SOURCE JUSTIFICATION FORM**

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

*The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.*

**Part 1: General Requester Information**

Project Title:	Hydration station installations		
Program Office:	Facilities and Maintenance	Requester Name:	Paul Bonewicz
		Requester Phone:	215-290-1206
		Requester Email:	pbonewicz@philasd.org
Proposed Funding Source:	<input checked="checked" type="checkbox"/> Operating / Other Non-Grant		<input type="checkbox"/> Grant Funds

**Part 2: Vendor Information**

Proposed Supplier Name:	F.W.Webb Company	Contact Phone:	215-324-8850
		Contact Email:	Matthew.Linso@fwwebb.co

**Part 3: Brief Description of Goods and / or Services**

Purchasing hydration stations for installation in schools. These units will be used to support the District's lead in water program as well as respond to maintenance requests.

**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.

- ☐ 1. *The item or service is available only from one source.* Include the following:
- Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
  - How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
  - Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
  - Any additional information that would support the case

- ☒ 2. *The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.* Include the following:

- Description of the public exigency or emergency
- Need for the contract and period of performance
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

- ☐ 3. *Competition is determined inadequate after solicitation of several sources.* Include the following:

- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

The purchase of these units was necessary in order to meet the Maintenance department's need to install additional hydration stations to support the District's lead in water program and replace any damaged units currently installed. These units were also installed in response to the Federal Head Start Focus Are 2 Review of Early Childhood Education.

F.W. Webb Company was able to provide an accelerated delivery schedule to meet the deadline of the review as well as provide a significant cost saving to the District.

**Part 6: Requesting Department Approvals**

Paul Bonawicz 5/30/24  
Requester Signature / Date

[Signature] 5/30/24  
Chief Signature / Date

**Part 7 Disposition.** Grant Compliance approval required for all grant sole source determinations

Procurement:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Procurement Signature / Date: <u>Throne Cropper</u> 5/30/2024
Grant Compliance:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Compliance Signature / Date:

**Action Item - 29.**

**Title: Amendment of Contracts with General Fire Equipment Co., Inc., Harring Fire Protection, LLC, and Philadelphia & Pennsylvania Fire Protection Co., Inc. - Fire Extinguisher Recharging, Repair & Replacement (\$200,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform an amendment of a contract, subject to funding, as follows:

**With:**

General Fire Equipment Co., Inc.  
Harring Fire Protection, LLC  
Philadelphia & Pennsylvania Fire Protection Co., Inc.

**Purpose:**

Service, repair, recharging and testing of fire extinguishers

**Original Start Date:** 8/16/2019

**Current End Date:** 6/30/2024

**Amended End Date:** 12/31/2024

**Currently Authorized Compensation:** \$880,000

**Additional Compensation:**

All entities will be paid out of the aggregate amount not to exceed \$200,000

**Total New Compensation:** \$1,080,000

**Location:**

All Schools; Administrative Office(s)

**Renewal Options:** No

**Description:**

The Office of Facilities Management & Services has identified a need to add funds to the

existing fire extinguisher contracts and to extend the contract for six months while the new bid process is being completed. These contracts fulfill an ongoing need for the inspection, recharging, repair and purchase of fire extinguishers throughout District schools and administrative buildings. It is in the District's best interest to utilize external sources for fulfilling these services, rather than completing the services internally. Utilizing external sources enables the District to have extinguishers that are consistently being serviced and remain up to date, based on NFPA 10 standards.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

This work aligns with Guardrail 1, Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day. Functional heating plants are vital to supporting a healthy and comfortable learning environment.

**How will the success of this contract be measured?**

The success of this contract will be measured by the vendor's ability to provide specified services within the timeframe outlined in the contract.

**Related resolution(s)/approval(s):**

August 15, 2019; No. 32

April 27, 2017; A-29

**Funding Source(s):**

FY24-25 Operating

**Office Originating Request:** Operations - Facilities

**Action Item - 30.**

**Title: Amendment of Contract with Miller Environmental for Cleaning of Oil Storage Tanks (\$100,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform an amendment of a contract, subject to funding, as follows:

**With:**

Miller Environmental

**Purpose:**

Cleaning of oil storage tanks

**Original Start Date:** 10/31/2021

**Current End Date:** 8/31/2024

**Amended End Date:** 12/31/2024

**Currently Authorized Compensation:** \$400,000

**Additional Compensation:**

\$100,000

**Total New Compensation:** \$500,000

**Location:**

All Schools;

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

The Office of Facilities Management and Services has identified a need to add funds and extend the existing cleaning of oil storage tanks contract while the new bid process is being completed by the office. This contract is needed to service heating oil tanks/piping and dispose of sludge, water, and contaminants that accumulate over time. This service will be



performed on an as needed basis when operational issues are identified that could cause heating plant failures due to clogged pipes, premature failure of oil pumps, and fouling of boiler burner systems.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

This work aligns with Guardrail 1, Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day. Functional heating plants are vital to supporting a healthy and comfortable learning environment.

**How will the success of this contract be measured?**

The success of this contract will be measured by the vendor's ability to provide specified services within the timeframe outlined in the contract.

**Related resolution(s)/approval(s):**

October 28, 2021; #13

October 19, 2023; #8

**Funding Source(s):**

FY24-25 Operating

**Office Originating Request:** Operations - Facilities

## **Action Item - 31.**

**Title: Contract with Mansfield Oil Company of Gainesville, Inc. - Ultra-Low Sulfur Diesel Fuel (\$1,500,000)**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Mansfield Oil Company of Gainesville, Inc.

**Purpose:**

To purchase ultra-low-sulfur diesel fuel for District buses and trucks

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$1,500,000

**Location:**

Transportation Garages

**Description:**

The Department of Transportation Services (Transportation) is seeking approval to utilize the City of Philadelphia's competitively bid contract with Mansfield Oil Company for ultra-low sulfur diesel fuel. This authorization, requested and approved by the Board of Education each year, allows Transportation to take advantage of cooperative purchasing, which brings lower rates by aggregating the need and economies of scale.

Why is this contract needed?

The availability of fuel at district garages is an essential requirement for operating school buses. Consistent with prior authorizations, Transportation is requesting \$1,500,000 for diesel fuel for FY25.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This contract directly supports the Board of Education's Guardrail 1. Welcoming and Supportive Schools.

If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?

Transportation is satisfied with Mansfield Oil Company's performance during this contract. They consistently ensure the District garage fuel sites have an ongoing diesel fuel supply.

**Related resolution(s)/approval(s):**

May 25, 2023; No.81

June 23, 2022; No.37

May 28, 2021; No.29

**Funding Source(s):**

FY25 Operating

**Office Originating Request:** Operations - Transportation

**Action Item - 32.**

**Title: Contract with Milk Industry Management Corporation dba Balford for Milk Distribution (\$6,600,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Milk Industry Management Corporation dba Balford

**Purpose:**

Provide milk for full-service kitchens

**Start date:** 7/1/2024

**End date:** 6/30/2027

**Compensation not to exceed:** \$6,600,000

**Location:**

Full-Service Schools

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** SY28-\$2,600,000; SY29-\$2,800,000

**Description:**

Why is this contract needed?

This contract is necessary for the School District to provide milk products for breakfast, lunch, and after-school meals at all full-service schools. School kitchens must be able to procure and offer milk with all meals to meet the meal pattern for reimbursement by the USDA.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This work aligns with Guardrail 1, Welcoming and Supportive Schools – ensuring our

students receive nutritious and healthy breakfast, lunch, and after-school meals each school day.

How will the success of this contract be measured?

The success of this contract will be measured based on the successful delivery of milk products purchased to all full-service schools. To monitor the schools' receiving of on-time, accurate, and fresh deliveries, the vendor will supply delivery reporting, and school-based staff will complete receiving tickets to confirm receipt of high-quality items.

If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?

Milk Industry Management Corporation dba Balford is the incumbent vendor and has consistently met all contractual standards, which has supported our ongoing receipt of favorable program audit results from various government entities, including the Office of the City Controller of the City of Philadelphia, the PA Department of Education, Division of Food and Nutrition and the U.S. Department of Agriculture.

**Related resolution(s)/approval(s):**

May 26,2022;#23, May 30,2019; #51

**Funding Source(s):**

FY25- Cafeteria Fund  
FY26- Cafeteria Fund  
FY27- Cafeteria Fund  
FY28- Cafeteria Fund  
FY29- Cafeteria Fund

**Office Originating Request:** Operations - Food Services

**Action Item - 33.**

**Title: Contract with the City of Philadelphia Department of Public Health-Cafeteria Food Safety Inspection (\$180,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

City of Philadelphia

**Purpose:**

To reimburse the Philadelphia Department of Health for performing federally mandated food safety inspections at all school locations.

**Start date:** 7/1/2024

**End date:** 6/30/2027

**Compensation not to exceed:** \$180,000

**Location:**

All School Locations

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** FY28-\$70,000; FY29-\$75,000

**Description:**

Why is this contract needed?

The Division of Food Services is mandated to obtain two food safety inspections yearly to adhere to Federal guidelines, as required by the National School Lunch Act. The Philadelphia Department of Health conducts one yearly inspection at no cost to the District; the Division of Food Services must cover the cost of the second inspection. This action item aims to reimburse the Philadelphia Department of Health for the cost of the additional

inspection.

How is this work connected to the District's plan to achieve Goals & Guardrails?

Conducting these inspections supports Guardrail 1, Welcoming and Supportive Schools, by ensuring our students receive a safe and nutritious breakfast, lunch, and after-school meal each school day.

How will the success of this contract be measured?

The Division of Food Services monitors the progress of the audits throughout the school year to ensure 100% of all inspections are completed.

If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?

The Philadelphia Department of Health is the current vendor and the only approved governmental agency authorized to conduct these inspections and has completed 100% of all required inspections, resulting in ongoing District compliance.

**Related resolution(s)/approval(s):**

5/26/2022 #38

**Funding Source(s):**

FY25 Cafeteria Fund

FY26 Cafeteria Fund

FY27 Cafeteria Fund

FY28 Cafeteria Fund

FY29 Cafeteria Fund

**Office Originating Request:** Operations - Food Services

**ATTACHMENTS:**

Description

Type

**Action Item - 34.**

**Title: Contract with 151 Foods, LLC dba Amoroso's Baking Co. for Fresh Bread Distribution (\$1,200,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

151 Foods LLC dba Amoroso's Baking Co.

**Purpose:**

Provide fresh bread for full-service cafeterias

**Start date:** 7/1/2024

**End date:** 6/30/2026

**Compensation not to exceed:** \$1,200,000

**Location:**

Full-Service Cafeteria Schools

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** SY27- \$650,000 SY28- \$700,000  
SY29-\$750,000

**Description:**

Why is this contract needed?

This contract is necessary for the District to provide whole wheat fresh bread products for breakfast, lunch, and after-school meals at all schools with a full-service cafeteria. School kitchens must be able to procure and offer whole wheat grains to meet the meal pattern for meal reimbursement by the USDA.

How is this work connected to the District's plan to achieve Goals & Guardrails?

This work aligns with Guardrail 1, Welcoming and Supportive Schools – ensuring our



students receive nutritious and healthy breakfast, lunch, and after-school meals each school day.

How will the success of this contract be measured?

The success of this contract will be measured based on the successful delivery of fresh bread products purchased to all full-service cafeteria schools. To monitor on-time, accurate, and fresh deliveries, the vendor will supply delivery reporting, and school-based staff will complete receiving tickets to confirm receipt of high-quality items.

If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?

151 Foods LLC dba Amoroso's Baking Co. is the incumbent vendor and has consistently met all contractual standards, which has supported our ongoing receipt of favorable program audit results from various government entities, including the Office of the City Controller of the City of Philadelphia, the PA Department of Education, Division of Food and Nutrition and the U.S. Department of Agriculture.

**Related resolution(s)/approval(s):**

May 26,2022;#22, February 28,2019; #25

**Office Originating Request:** Operations - Food Services

**ATTACHMENTS:**

Description

Post Procurement Check List

Type

Supporting Document

## POST-PROCUREMENT CHECKLIST

The Post-Procurement Checklist provides a confirmation of adherence to process and ensures document retention. This document must be completed electronically and submitted to the Procurement Office and, in the case of grant funds, to the Grant Compliance Office with all attached forms and information applicable to the procurement being pursued by the program of the School District of Philadelphia / Intermediate Unit 26 (District). The items shaded gray are the responsibility of the program office to provide.

Item		Already On-File with Procurement	To be Submitted by Office
1	Cost Estimate Form (must be completed before procurement is issued)	✓	
2	Procurement Solicitation Document Issued (i.e., IFB, RFP, RFQ) including any additions, addendums, proposer questions and answers, etc	✓	
3	Notice of Publication (electronic screenshot of web posting sufficient)	✓	
4	Completed Scoring Sheets for all evaluators which indicates the high score for the contractor chosen or an explanation if high scorer not chosen. Number of proposals received: <u>NG10424</u> . Include an explanation that indicates why the contractor was chosen.  CAUTION! When only one bid is received in response to a competitive bid solicitation, you do not have price competition. If you decide to award on the basis of a single submitted bid price you must provide a written statement that justifies the price is fair and reasonable by comparing it to the cost estimate conducted and marketplace analysis		<input checked="" type="checkbox"/>
5	Signed Confidentiality Statements	✓	
6	Notes / audio from Pre-Bid Conference(s) if held, included in the file	✓	
7	All correspondence with potential and actual proposers	✓	
8	A description of any disputes and how resolved and disclosed. If subsequent protests are filed, maintain all records in the procurement file	✓	
9	Debarment. If using federal funds, has the contractor's debarment check been completed before moving forward with an Action Item? Debarred contractors cannot be used. Grant Compliance will check the contractor Debarment status when an Action Item is being pursued. It is recommended that the program office independently check the contractor's debarment status prior to seeking Board Action Item approval, or contacting the Grant Compliance Office to check the status prior to pursuing Board approval. Debarment checks can be made by accessing the System For Award Management (SAM) Web site at <a href="https://www.sam.gov">https://www.sam.gov</a> and the City of Philadelphia debarred vendor website		<input checked="" type="checkbox"/>
10	Contractor Versus Subgrantee Comparison Form. If using federal funds for services, a determination must be made regarding the entity relationship prior to the creation of an agreement for services. A subgrantee relationship is more complex and requires the service entity to comply with federal laws and rules and for monitoring compliance. The Grant Compliance Office requires a formal determination at the time a Board Action Item is being pursued. However, it is advisable to contact the Grant Compliance Office early to arrive at the determination		<input checked="" type="checkbox"/>

Signature / Date of Preparer

*Cubina Phillips*

04/23/2024

**Action Item - 35.**

**Title: Contract with Various Vendors to Install CCTV Security Camera and Video Management Systems at 11 Schools (\$3,268,471)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

R.F. Design & Integration, Inc.  
CDW Government LLC

**Purpose:**

To enter into contracts with various vendors for the installation of CCTV security camera and video management systems at 11 schools.

**Start date:** 7/1/2024

**End date:** 12/31/2025

**Compensation not to exceed:** \$3,268,471

**Separate Compensation by Vendor:**

R.F. Design & Integration, Inc. - \$2,070,751  
CDW Government LLC - \$1,197,720

**Location:**

Kelley, William D. School; Barry, John Elementary School; Mitchell, S. Weir Elementary School; Bluford, Guion S. Elementary School; Clemente, Roberto Middle School; The LINC; Allen, Dr. Ethel School; Marshall, Thurgood School; Day, Anna B. School; Longstreth, William C. School; Sharswood, George W. School;

**Renewal Options:** Yes

**Number of Options:** 1

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** No additional compensation beyond

what is currently authorized

**Description:**

**Why is this contract needed?**

The CCTV Transformation Program is Accelerate Philly Strategic Action 1.3. Under this Strategic Action, the CCTV security camera infrastructure of the District will be transformed – all schools will have a modern, digital CCTV system served by an enterprise video management system. Under this Action Item, the District will enter into contracts with R.F. Design & Integration, Inc. and CDW Government LLC to complete the installation of new CCTV security camera systems at 11 schools. Vendors will complete a turnkey installation of new CCTV security camera systems unified under an enterprise Genetec video management system and decommission the existing analog CCTV systems at each school.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

The District's safety and security infrastructure, including CCTV security camera systems, aligns directly with Guardrail 1 in support of safe schools.

**How will the success of this contract be measured?**

The success of this contract will be measured by on-time, on-budget completion of the installations, as well as a significantly improved fully operational CCTV security systems that provide School Safety personnel and school administrators an effective tool for management of campus safety.

**Funding Source(s):**

FY25 School Safety Capital Funds

**Office Originating Request:** Operations - School Safety

## **Action Item - 36.**

### **Title: Memorandum of Understanding with Hazel Health**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a Memorandum of Understanding, as follows:

**With:**

Hazel Health Services

**Purpose:**

Hazel Health Services will provide telemedicine and teletherapy services to SDP students, grades K-12, while at school and at home

**Start date:** 7/1/2024

**End date:** 6/30/2026

**Value of Services not to exceed:** \$3,000,000

**Location:**

District schools identified during the planning and implementation process

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Description:**

**Why is this contract needed?**

Hazel Health is the largest and most trusted telehealth solution for K-12 schools for mental health services (initial assessment, short-term evidence-based counseling, and case management), and physical health services (on demand medical care, treatment recommendations, and care navigation).

Hazel uses evidence-based clinical practices and will provide on demand teletherapy appointments and short-term counseling designed for K-12 students to access while at school and at home. Hazel will provide diverse, bilingual providers, as well as all technology

and hardware required. Additionally, Hazel will bill insurance as appropriate and treat all students in need or in crisis regardless of insurance. There will be no out-of-pocket costs for the family.

To date, Hazel Health has engaged in relationships with 200 plus school districts across 14 states and is also HIPAA and FERPA compliant.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

Hazel Health's work is connected to Guardrails 1: Welcoming and Supportive Schools, 2: Enriching and Well-rounded School Experiences, and 4: Addressing Racist Practices.

**How will the success of this contract be measured?**

A Memorandum of Understanding (MOU) is needed between Hazel Health and the School District. The agreement will outline the responsibilities of each party.

Additionally, Hazel Account Managers will provide custom District reporting that tracks utilization and impact for physical health engagement and mental health engagement with metrics for total completed visits, students with completed visits, and more.

Lastly, scaling access to medical and mental health services for additional District schools will show continued program success.

**When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach? What does the research say? Name sources if possible.**

Hazel Health employs licensed therapists and medical professionals. In a clinical outcomes study, Clemson University's Center for Behavior Analysis conducted a third-party analysis measuring the clinical impact of Hazel Health's teletherapy program on symptoms of depression and anxiety. The sample included 3,500 students, making this one of the largest studies assessing the clinical efficacy of school-based teletherapy interventions to date. Each participant was scored for symptom severity pre- and post-treatment (via the PHQ-9 for depression and the GAD-7 for anxiety), and improvements were tested for statistical and clinical significance. Participants received individual therapy sessions delivered virtually (at school or at home) by licensed therapists. The majority of participants received 6-7 sessions. The results found that the vast majority of participants experienced clinically significant reductions in depression and anxiety symptoms after an average of 6 therapy sessions, with 75% falling into a lower level of clinical severity following treatment. On average, Hazel's teletherapy program drove a 35% reduction in depression and 34% reduction in anxiety symptoms. In fact, after completing treatment, nearly 70% of all participants scored below the clinical range for depression and anxiety.

**When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?**

The leadership teams with the Offices of Prevention & Intervention and Student Health Services met with Hazel Health, reviewed their proposal and met with representatives from the Los Angeles Unified School District and Duval County Public Schools to learn about their experiences implementing Hazel Health services for their students.

**Office Originating Request:** Student Support Services

**Action Item - 37.**

**Title: Memoranda of Understanding for School-based Health Centers - Updated 6.10.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a Memorandum of Understanding, as follows:

**With:**

Greater Philadelphia Health Action, Inc.

Family Practice and Counseling Network, a division of Resources for Human Development

Greater Philadelphia Health Action, Inc.

Family Practice and Counseling Network, a division of Resources for Human Development

Covenant House, Inc.

It Takes Philly, Inc: Encouraging and Empowering Our Children to Aim High

Trustees of the University of Pennsylvania

Delaware Valley Community Health, Inc.

**Purpose:**

To provide school-based medical, dental, and behavioral healthcare services in select schools with the highest need

**Start date:** 7/1/2024

**End date:** 6/30/2026

**Value of Services not to exceed:** 700,000 per provider

**Location:**

School locations to be identified by the Office of Student Support Services based upon specific benchmarks and in conjunction with the Department of Operations, subject to obtaining Board approval to enter into license agreements

**Renewal Options:** Yes

**Number of Options:** 1



**Duration of each option to extend:** Years: 2 Months:

**Description:**

Why is this contract needed?

Students' academic performance, attendance and social, emotional and behavioral wellbeing are inextricably connected to their health and wellness. School-based wellness centers, also known as school-based health centers (SBHCs), are an evidence-based intervention to increase health and education equity and are a key component of the Association for Supervision and Curriculum Development (ASCD)/Centers for Disease Control and Prevention (CDC)'s "Whole School, Whole Community, Whole Child" framework for promoting health and well-being in schools. SBHCs have been found to improve student attendance, academic outcomes and healthcare service access, connecting students to in-school preventive physical and mental health care. The listed vendors' proposals, once operationalized, will provide sustainable and equitable access to needed healthcare services at specific, high-needs schools. Schools will be identified based on specific benchmarks, including student enrollment > 500, immunization non-compliance rates, asthma rates, Community Eligibility Provision rates above 80%, and student attendance rates. The current list of potential schools will include, but is not limited to Bartram, Dobbins, Edison, Benjamin Franklin, Martin Luther King, Olney, Roxborough, George Washington, and West Philadelphia. Once a specific school has been selected as a possible location for a SBHC, the Office of Student Support Services will work with the Department of Operations to review the facilities and develop terms for a license agreement. The School District will submit action items in the future to request approval from the Board for such license agreements.

SBHCs align with the mission and vision of Accelerate Philly and directly support Priority Area #1 (Improve safety and well-being) by connecting students to trusted resources for medical, dental, and behavioral healthcare and by contributing to a positive school climate; Priority Area #2 (Partner with families and community) by engaging families in the care of their students through consent, inviting their participation in the planning and ongoing services of SBHCs, and offering opportunities for families to engage in health-related learning opportunities; and Priority Area #3 (Accelerate academic performance) by increasing student engagement and attendance, both linked to improved academic performance.

Health and academic achievement in childhood are reciprocal and predictive of short and long term success in life. School-based health centers remove health-related barriers to learning, support academic achievement, student attendance, and promote positive mental and physical health outcomes.

How is this work connected to the District's plan to achieve Goals & Guardrails?

SBHCs support the Board of Education Goals and Guardrails by helping to ensure that every school will be a safe, welcoming and healthy place where our students, staff and community want to be and learn each day. Additionally, SBHCs partner with parents and

family members to ensure they are welcomed and encouraged to be partners in their child's school community. Lastly, SBHCs address racist practices by removing barriers to health care in communities of color disproportionately impacted by worse health outcomes, primary and mental health care workforce shortages, and other social determinants of health, such as poverty, racism and lack of healthcare access.

How will the success of this contract be measured?

Health partners selected to be medical sponsors will be required to provide monthly and quarterly aggregated data on specific measures of service utilization and student health indicators. First year benchmarks will include reaching a consent rate of 30% of enrolled students with 50% of those utilizing services. Additionally, a data framework will be used that will monitor utilization, consent form rates, and screenings.

When applicable, is this an evidence based strategy? If so, what evidence exists to support this approach?

School-based wellness centers are an evidence-based strategy to achieve health and education equity. Broadly, the evidence points to multiple benefits of SBHCs including increased attendance and graduation rates, improved school climate, fewer discipline referrals, and improved compliance with mandated school immunizations. The centers also support health outcomes that impact learning including better control of chronic illnesses like asthma and diabetes, fewer unnecessary ER visits, and improved health literacy.

When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?

Health partners were selected through a competitive RFP process. Proposals were reviewed against a standardized rubric by an evaluation committee made up of District employees from multiple offices, including Student Health Services, Capital Programs, Research and Evaluation, Diversity, Equity, and Inclusion, and Prevention and Intervention, as well as school-based staff and administrators. The highest scoring proposals were selected. The entire process was overseen by the Office of Procurement.

**Related resolution(s)/approval(s):**

May 26, 2022; B-31

**Office Originating Request:** Student Support Services

## **Action Item - 38.**

### **Title: Memorandum of Understanding with IBHS Providers Authorized by Community Behavioral Health (CBH)**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a Memorandum of Understanding, as follows:

#### **With:**

ABA Services, LLC  
Acclaim Autism  
Acorn Health of Pennsylvania, LLC  
Allied Associates in Mental Health, Inc.  
Assessment & Treatment Alternatives, Inc. (ATA)  
Behavior Analysis and Therapy Partners (BATP)  
Behavior Frontiers, LLC  
Behavior Interventions  
Bethanna  
Bluebird ABA, LLC  
Brett DiNovi & Associates PA, LLC  
Bright Beginnings Therapeutic Services, LLC  
Bright Minds Consulting, Inc.  
CARF Potential, Inc.  
Carson Valley Children's Aid  
Child Guidance Resource Centers (CGRC)  
Children's Crisis Treatment Center (CCTC)  
CNNH Therapy, LLC - NeurAbilities Healthcare  
Comhar  
Community Council  
CORA Services, Inc.  
Dunbar Community Counseling Services  
Elwyn  
Family Therapy and Consultation Services (FTCS)  
Gemma Services  
Greater Philadelphia Health Action (GPHA)  
Helping Hands Family Pennsylvania, LLC  
Holcomb Associates  
Intercommunity Action, Inc (Interact)  
Intercultural Family Services, Inc.  
Juvenile Justice Center of Philadelphia (JJC)  
Kidology, Inc.  
Kutest Kids Early Intervention  
Laila Way  
Lovaas Institute for Early Intervention

Maternal Child Consortium, Inc. (MCC)  
Matter of Minds Health and Wellness, LLC  
Merakey  
North City Congress (d/b/a Marigold)  
Northeast Treatment Centers, Inc. (NET Centers)  
Northern Children Services  
People Acting to Help, Inc. (PATH)  
Philadelphia Mental Health Clinic (PMHC)  
Progressions Behavioral Health  
Progressive Applied Behavioral Treatment - Connect Plus Therapy  
Public Health Management Corporation (PHMC)  
Resources for Human Development (RHD)  
Special People in Northeast (SPIN)  
Steady Strides Behavior Solutions  
Thrive Therapy, LLC  
Warren E. Smith Health Center, Inc. (WES);  
Other providers as approved by Community Behavioral Health and the School District of Philadelphia

**Purpose:**

To provide mental health services which include individual therapy, group therapy, care coordination, and family support

**Start date:** 6/30/2024

**End date:** 6/30/2028

**Value of Services not to exceed:** \$60,000,000

**Location:**

All Schools;

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 2 Months:

**Description:**

Why is this contract needed?

Starting with the 2020-2021 school year, Intensive Behavioral Health Services (IBHS) has been provided in every school in the District. IBHS is delivered by licensed mental health provider agencies approved by Community Behavioral Health at no cost to the District. These mental health providers are responsible for providing behavioral health services, which include individual, family, and group therapies, case coordination, and connection with a family peer specialist.

Services will be provided in the school, home, and community for each student that receives authorization for the service.

Additionally, Applied Behavioral Analysis (ABA) is a form of highly effective service delivered by Behavior Consultants and Behavioral Health Technicians with specialized training and experience. ABA is considered the gold standard for supporting children with Autism and other neurodevelopmental differences. ABA helps children learn new skills, such as how to communicate, interact socially, and do more things for themselves. ABA is also recommended to help decrease problem behaviors that result from children having these types of skills deficits. All staff who provide ABA services are overseen by a Board-Certified Behavior Analyst (BCBA) at the provider agency.

How is this work connected to the District's plan to achieve Goals & Guardrails?

The IBHS and ABA provider work is connected to Guardrails 1: Welcoming and Supportive Schools, 2: Enriching and Well-rounded School Experiences, and 4: Addressing Racist Practices.

How will the success of this contract be measured?

A Memorandum of Understanding (MOU) is needed between each mental health provider agency, and the School District to outline the responsibilities of each party. In addition, the MOU will have exhibits for each school placement, signed by representatives from each school and the agency to ensure that both understand the needs and expectations of the partner. Additional providers may be added as needed.

If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?

Intensive Behavioral Health Services (IBHS) and Applied Behavioral Analysis (ABA) are an integral part of how some of our students are supported in school, based on their mental/behavioral health needs. IBHS and ABA is funded through Community Behavioral Health (CBH) and provides a full range of behavioral health assistance to students in the school, home and/or community settings. The services are provided by an IBHS provider agency that has been assigned to every school in the Philadelphia School District (SDP) based on a regionalized model. ABA providers are assigned to students within schools but not based on a regionalized model.

When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach?

IBHS is designed to address the needs of children by providing trauma-informed and evidence-based therapeutic interventions that support the needs of our students and families.

Applied Behavior Analysis (ABA) is a therapy based on the science of learning and behavior. It is considered the gold standard for supporting children with Autism and other neurodevelopmental differences. ABA is considered an evidence-based best practice treatment by the US Surgeon General and by the American Psychological Association.

When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?

Through a Community Behavioral Health (CBH) procurement process, IBHS and ABA mental health provider agencies are assigned to schools within cluster regions.

**Related resolution(s)/approval(s):**

July 23, 2020; B-16

**Office Originating Request:** Student Support Services

**Action Item - 39.**

**Title: Contract with LanguageLine Solutions - Telephonic and Video Foreign Language Interpretation Services (\$1,000,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

LanguageLine Solutions

**Purpose:**

Telephonic and video remote foreign language interpretation services

**Start date:** 7/1/2024

**End date:** 6/30/2029

**Compensation not to exceed:** \$1,000,000

**Location:**

All Schools; Administrative Office(s);

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount of \$200,000

**Description:**

**Why is this contract needed?**

The District seeks authorization to compensate LanguageLine Solutions, up to \$1,000,000 for a 5-year period to sustain District-wide telephonic and video remote foreign language interpretation services. There are over 120 different languages and dialects spoken by students and their families. To effectively support families who are non-English speaking or Limited English Proficient (LEP), and to comply with state and federal laws, the District must provide language access supports for families in their primary or chosen language whenever

it is not English. LanguageLine Solutions will provide telephonic and video remote interpretations services on an “as-needed-basis” 365-days a year/7-days a week/24-hours a day in more than 200 languages, with emphasis on, but not limited to the nine (9) languages commonly spoken in the District, which include Albanian, Arabic, Cambodian (Khmer), Chinese, French, Portuguese, Russian, Spanish, and Vietnamese.

**How is this work connected to the District’s plan to achieve Goals & Guardrails?**

This work is directly connected to the District’s strategic plan to achieve Goals & Guardrails through Guardrail 1: Welcoming and Supportive Schools and Guardrail 3: Partnering with Parents & Family Members by providing language accessibility services for parents and guardians whose primary language is not English. District parents and guardians speak a variety of languages. These services are needed to overcome communication barriers between the District and Limited English Proficient (LEP) parents/guardians to assist with any communication related to the education of their children.

**How will the success of this contract be measured?**

The success of this contract will be measured by tracking key performance indicators such as: wait time (connection to an interpreter), language availability, and quality standards, in addition to conducting quality assurance checks. The contract will be measured by these outcomes and scope of service defined in the request for proposal.

**If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?**

Over the past several years, LanguageLine Solutions has proven to be a dependable and reliable service provider. The District has monitored telephonic services by tracking call volume, languages served, and the offices and/or schools making requests. LanguageLine Solutions will be evaluated on the following outcomes:

- Providing telephonic interpretation 24 hours per day, 7 days per week in 200 languages;
- Providing tools to identify speaker’s target language (i.e. language ID cards and desktop posters and displays);
- Providing language interpretation services that are technically correct and culturally proper; and
- Providing accessibility to call data, usage statistics, and time-of-day language distribution;

**When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?**

The contractor was chosen through an RFP process. The committee consisted of members from the Office of Family and Community Engagement and the Office of Diverse Learners. Consultation was provided by the Office of Procurement and Technology Services.

**Funding Source(s):**

FY 25 - FY 29: Operating

FY 25 - FY 29: Title I

**Office Originating Request:** Student Support Services





**Action Item - 40.**

**Title: Contract with Mission Partners Group, LLC dba Bloom Planning (\$600,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Mission Partners Group, LLC

**Purpose:**

Consultant(s) to support the evaluation and assessment of educational services for the children of the City of Philadelphia who are enrolled in the "on-ground school" of residential treatment facilities (RTF) in and surrounding Pennsylvania

**Start date:** 7/1/2024

**End date:** 6/30/2026

**Compensation not to exceed:** \$600,000

**Location:**

On-Grounds Schools of Residential Treatment Facilities determined at the discretion of the Chief of Student Support Services

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** \$300,000

**Description:**

Why is this contract needed?

The Office of Student Support Services seeks a consultant(s) to support the evaluation and

assessment of educational services for the children of the city of Philadelphia who are enrolled in the "on-ground school" of residential treatment facilities (RTF) in and surrounding Pennsylvania. The evaluation and assessment of educational services that children of Philadelphia are receiving would be conducted on behalf of The School District of Philadelphia, as the local education agency (LEA) of residence for children placed in RTFs. How is this work connected to the District's plan to achieve Goals & Guardrails?

The work of the contractor is connected to the Board of Education's guardrail 2: enriching and well-rounded school experiences and guardrail 4: addressing racist practices. The Office of Student Rights and Responsibilities understands that residential placement impacts educational achievement for youth who may already face barriers to academic success. National research suggests such barriers can include multiple educational moves, enrollment delays or obstacles, over- or under-prescribed special education services, challenges with credit attainment and transfer of credits, and difficulties connecting to a post-placement educational option.

How will the success of this contract be measured?

The success of the contract will be measured by the number of successful evaluation and assessment of educational services for the children of the city of Philadelphia who are enrolled in the "on-ground school" of residential treatment facilities (RTF) in and surrounding Pennsylvania. Each facility at a minimum will be evaluated twice over a 2 year period.

If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?

This is a new contract.

When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?

The School District works in partnership with the Department of Human Services and the Community Behavioral Health agency, both of which have contracts with the RTF providers to which both agencies refer children needing mental and behavioral health services.

**Funding Source(s):**

FY24-25 Operating

FY25-26 Operating

**Office Originating Request:** Student Support Services

**Action Item - 41.**

**Title: Memorandum of Understanding with Philadelphia Academies, Inc.**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a Memorandum of Understanding, as follows:

**With:**

Philadelphia Academies, Inc.

**Purpose:**

On-Track Success Networks for middle and high schools, Work-Based Learning Programs, Career Pathway Development, Bridge and Registered Pre-Apprenticeship Programs, summer and school year internships, and more

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Value of Services not to exceed:**\$2,180,000

**Location:**

All Middle Schools; All High Schools;

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Description:**

PAI offers a wide range of services, combining direct services for students in middle through high school with professional development and technical assistance for teachers and administrators. Included in this work is: On-Track Success Networks for middle and high schools, Work-Based Learning Programs, Career Pathway Development, Bridge and Registered Pre-Apprenticeship Programs, summer and school year internships, and more.

In School Year 2023-2024, PAI worked in 31 different School District of Philadelphia Schools, directly serving over 980 students, supporting an additional 5,500 students

indirectly, and working with 311 teachers and administrators.

### **Tourism and Hospitality Management Program**

PAI's Tourism and Hospitality Management Program works in a number of different schools to supplement instruction in various CTE Programs of Study, providing intense and focused college and career exposure in the field of Hospitality. Working directly with students, as well as with teachers, administrators and industry/post-secondary partners, PAI's Hospitality Coordinators run and/or coordinate in-class career workshops, industry site visits, post-secondary experiences including college, university and trade school visits, Master Classes, Summer Internships, as well as special events including PAI's Annual Interview Expo. Dobbins, George Washington, Frankford, Mastbaum, Benjamin Franklin, South Philadelphia & Swenson high schools - \$620,000

### **Early Childhood Education Pathway and Pre-Apprenticeship Program at Parkway West High School**

PAI has worked with Parkway West High school for over ten years, supporting the creation and implementation of their Early Childhood Education (ECE) Career Pathway, which is designed to prepare students for career opportunities in the ECE field. In December of 2019, PAI established the ECE Registered Pre-Apprenticeship Program at Parkway West High School, the first of its kind in the state, which is linked to District 1199C Training and Upgrading Fund's Registered ECE Apprenticeship Program. PAI's Pre-Apprenticeship, combined with the ECE CTE curriculum, options for dual enrollment, and preparation to earn the Childhood Development Associate Credential (CDA) provides students a wide range of options to advance in the education field after graduation. This is a strong partnership between Parkway West, the School District of Philadelphia, PAI and a wide range of industry partners. \$150,000

### **Pre-Apprenticeship in the Construction Trades Program at Mastbaum High School (PACT Program)**

PAI supplements instruction in the Welding, Electrical, Plumbing and Carpentry CTE programs at Mastbaum Vocational Technical High School by working with teachers, students, and industry partners to support students as they complete their high school programs and bridge the gap between school and the world of work. We have partnered with the school, as well as industry professionals and the PA State Apprenticeship and Training Office, to transition a previous Bridge Program into what will be four separate but interrelated Registered Pre-Apprenticeship Programs in Welding, Carpentry, Electrical and Plumbing. This program offers light-touch career exposure to 9<sup>th</sup> graders, and deeper career preparation and case management to cohorts of 10<sup>th</sup> and 11<sup>th</sup> graders in the four listed pathways. In 12<sup>th</sup> grade, students have the option to apply to enter the Pre-Apprenticeship Program, receiving more intensive preparation and the opportunity to be linked directly with apprenticeship and post-secondary training programs in their selected field upon graduation. Through individual case management, in-class workshops, industry partner participation, industry site tours, supportive services, summer internships, Work-Based Learning (WBL) experiences, resume-writing instruction and more, PAI Pre-Apprenticeship Coordinators work closely to build industry partner relationships, as well as prepare students to have the necessary skill sets to enter the workforce upon high-school graduation and/or connect with

post-secondary training and/or apprenticeships, with the goal of securing employment with life-sustaining wages and a path to career progression. In addition, PAI is facilitating a robust Advisory Council of key industry partners to support this work.  
\$210,000

### **Student Success Center at Mastbaum High School**

A new initiative in school year 2023-2024 which will continue to expand in 2024-2025, PAI has partnered closely with Mastbaum's Principal and Administration, at their request, to bring their vision to life of a "Student Success Center" (SSC) to serve as a place of community and support for Mastbaum students before, during and after school. PAI's SSC Coordinator facilitates daily activities and interactions with students, creating a framework of structured activities and wellness supports in consultation with school administration and student interests and needs. Activities have and will include events such as: discussion groups, board games, contests, craft and beautification projects, music mixing, video games, career panels, industry speakers, etc. In addition, the Mastbaum team offers support in the space as well, including counselors, tutoring opportunities, club sponsors, etc., with student activities focused on increasing scores on the Student Well-Being Survey, On-Track Metrics and overall attendance rates. Mastbaum's former library has been transformed into the Student Success Center, serving as a hub for students, and providing a much-needed gathering space. \$100,000.

### **Middle School Career Connected Learning Initiative**

PAI has taken its knowledge and expertise in career connected learning (CCL) gained over the past 55 years working in Philadelphia High Schools, and is now supporting career awareness and exposure for Philadelphia middle school students through our Middle School CCL Initiative. PAI is currently partnered with three schools: Longstreth, Martha Washington and Comegys. All three were determined in consultation with partners at the School District of Philadelphia.

Through this initiative, PAI brings together school teams and industry partners to provide increased career connected learning. Through high-quality work-based learning experiences, partnering to support intentional high school selections, college and high school tours, and career exposure through trips, career days and guest speakers, middle school students increase their self-awareness & agency in high school selection, grow in postsecondary exploration, and develop career goals, thus preparing them for greater secondary and postsecondary success. PAI Staff work closely with school administrators, counselors, and teachers to ensure that individuals school goals and student interests are embedded into the work, contextualizing the program to fit the needs of each school that we serve. Across this initiative is the goal of developing exploratory career pathways and experiences for middle school students, and connecting industry partners and volunteers to schools to create a rich and relevant work-based learning experience for all students. In school year 2023-2024, PAI's Middle School CCL program worked with over 275 students in grades 5-8 at partner schools. \$125,000.

### **9<sup>th</sup> Grade Success Network**

PAI will be continuing to grow and expand it's 9<sup>th</sup> Grade Success Network, through deep

partnership with the School District of Philadelphia, The Chicago To & Through Project and the Neubauer Family Foundation. Continuing work that started in 2018, beginning July 1, 2024 PAI will engage in a contract directly with the School District of Philadelphia to expand this work over the next three years, increasing schools served from 24 schools in 2024-2025, to 28 schools in 2025-2026 and ultimately to 32 schools in 2026-2027.

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The 9<sup>th</sup> Grade Success Network is a network of high schools within the School District of Philadelphia who receive supplemental support from Philadelphia Academies, Inc. in order to implement best practices for ninth graders and increase their 9<sup>th</sup> Grade On-Track rates. As District research has demonstrated, ninth graders who end the year On-Track for graduation are twice as likely to graduate on-time. PAI's goal is to increase schools' capacity to use team meetings effectively to analyze data, organize and implement targeted interventions, and engage in continuous improvement practices in order to increase the percentage of ninth graders who are On-Track and Firmly On-Track for graduation — thereby increasing graduation rates and long-term outcomes for young people. All of PAI's supports for leaders and teams are aligned to PAI's 12 Key Practices, and include facilitating 4 Community of Practice events, a Winter Retreat and a 2-day Summer Summit each year in addition to personalized coaching and team supports.

-

Additional schools will be determined in partnership with the School District and other partners for 2024-25, and for each subsequent school year. In school year 2023-2024, PAI's 9<sup>th</sup> Grade Success Network worked with over 230 teachers and administrators in 20 partner schools - \$774,953

### **Middle School Success Network**

PAI is supporting student success in middle school that mirrors an innovative and successful 9<sup>th</sup> Grade Success Initiative it launched over six years ago. Like PAI's 9<sup>th</sup> Grade Success Network, this initiative supports the identification of off-track students and supports teachers and administrators in the effective use of data to develop and implement effective student interventions.

PAI staff work with a team at each school, ideally 3-5 individuals consisting of the school Principal, AP or Student Based Teacher Leader – along with other individuals chosen by the school. Team leaders (usually APs or SBTL's receive weekly individualized data coaching from PAI Coaches. PAI Coaches also provide support for Team Meetings, which should be meeting weekly, as well as facilitating supplemental supports including 4 Community of Practice events each year, and plans for a Summer Summit in August 2024 - \$200,000

This work is connected to the District's plan to achieve Guardrail 2 - Enriching and well-rounded School Experiences. Along with the College & Career Goal: Every student graduates ready for college and careers and Goal 5: The percentage of Career and Technical Education (CTE) students who pass an industry standards-based competency assessment by the end of their 12<sup>th</sup> grade year will grow from 49.9% in August 2019 to 80.0% in August 2026.

The success of this contract will be measured by the percentage of eligible students who take and pass the NOCTI exam, the number of certifications received, along with the

percentage of CTE students who have a documented job placement and/or post-secondary opportunity.

**Related resolution(s)/approval(s):**

May 28, 2020, #35

May 17, 2018; B-1

August 17, 2017; B-6

**Office Originating Request:** Academic Support



## **Action Item - 42.**

**Title: Memorandum of Understanding with the City of Philadelphia for Out of School Time**

**Board of Education Meeting Date:** 6/27/2024

### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a Memorandum of Understanding, as follows:

#### **With:**

The City of Philadelphia

#### **Purpose:**

To continue operation of Out of School Time (OST) programs in District schools managed by qualified providers in collaboration with the City of Philadelphia's Office of Children and Families under the Department of Human Services

**Start date:** 6/28/2024

**End date:** 6/30/2025

**Value of Services not to exceed:**\$17,250,000

#### **Location:**

OST programs will take place at 96 total School District Sites: Allen, Dr. Ethel School; Anderson, Add B. School; Barry, John Elementary School; Bethune, Mary M. School; Blaine, James G. School; Blankenburg, Rudolph School; Carnell, Laura H. School; Casarez, Gloria School; Cayuga School; Childs, George W. School; Comegys, Benjamin B. School; Cooke, Jay School; Cramp, William School; De Burgos, Julia School; Dick, William School; Disston, Hamilton School; Dobbins, Murrell Career and Technical Education High School; Duckrey, Tanner G. School; Dunbar, Paul L. School; Edison, Thomas A. High School; Edmonds, Franklin S. School; Elkin, Lewis School; Ellwood School; Farrell, Louis H. School; Fell, D. Newlin School; Feltonville Intermediate School; Feltonville School of Arts and Sciences; Finletter, Thomas K. School; Frankford High Community School; Gideon, Edward School; Gompers, Samuel School; Hamilton, Andrew School; Harding, Warren G. Middle School; Harrington, Avery D. School; Hartranft, John F. School; Heston, Edward School; Hopkinson, Francis School; Howe, Julia Ward School; Hunter, William H. School; Juniata Park Academy; Kelley, William D. School; Kelly, John B. School; Kensington Health Sciences Academy; Kensington High School for Creative and Performing Arts (CAPA); Key, Francis S. School; King, Martin Luther High School; Lea, Henry C. School; Locke, Alain School; Logan, James School; Lowell, James R. School; Marshall, Thurgood School; Mayfair School; McClure, Alexander K. School; McKinley, William School; Meade, General George G. School; Moffet, John School; Morris, Robert School; Morton, Thomas G. School; Musicore Germantown at Roosevelt Elementary; Musicore Kensington at Kensington

High School; Middle Years Alternative (MYA) School; Olney High School; Olney Elementary School; Overbrook Educational Center; Overbrook High School; Parkway West High School; Patterson, John M. School; Penn Treaty High School; Pennell, Joseph School; Peirce, Thomas M. School; Pollock, Robert B. School; Potter-Thomas School; Prince Hall School; Rhodes, E. Washington Elementary School; Richmond School; Roxborough High School; Sayre, William L. High School; Sharswood, George W. School; Sheppard, Isaac A. School; Solis-Cohen, Solomon School; South Philadelphia High School; Southwark School; Spruance, Gilbert School; Steel, Edward T. School; Strawberry Mansion High School; Taggart, John H. School; The U School; Vare-Washington School; Wagner, General Louis Middle School; Washington, George High School; Washington, Martha School; Webster, John H. School; Welsh, John School; West Philadelphia High School; Willard, Frances E. School; Wright, Richard R. School; and other schools as approved by the Office of Academic Support.

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Description:**

Why is this contract needed?

This MOU authorization reflects the prior authorization through June 30 and allows the District to continue to collaborate with the City of Philadelphia through June 30, 2025. The relationship provides students with access to safe, engaging enrichment programs after school in their own communities at their home school sites. The City of Philadelphia, through its Department of Human Services (DHS) Improving Outcomes for Youth agenda in the Office of Children and Families, will provide varied programming and activities, which are intended to result in an increase in the acquisition of life skills and improved academic success and readiness for college and/or career for Philadelphia youth. Throughout the school year, highly qualified OST providers will supply literacy, career exploration, social-emotional well-being, and other enrichment programming for three hours after the conclusion of instructional programming, Monday through Friday, in alignment with the District's academic calendar. The providers also have the opportunity to deliver six weeks of programming over the summer to their school community, providing safe and engaging enrichment spaces during the summer break. During summer programs, the city OST programs will provide both academics and enrichment in a full day camp experience for students in grades 1-8. This action item will allow the District to continue supporting the City of Philadelphia in the operation of OST programming in District schools managed by qualified providers in collaboration with DHS.

How is this work connected to the District's plan to achieve [Goals & Guardrails](#)?

OST programming is connected to the District's plan to achieve the Goals and Guardrails in several ways. First, it provides students with additional opportunities to learn and grow outside of the school day. This can help students develop academic, social-emotional, and

career skills that they need to succeed in school and in life. Second, OST programming provides students with a safe and engaging environment after school. This can help to prevent students from engaging in risky behaviors, such as truancy, substance abuse, and violence.

Third, OST programming is inclusive of all students, regardless of their background or abilities. This ensures that all students have the opportunity to benefit from the program. Specifically, OST programming is aligned with Guardrail Two, which ensures that students have consistent, equitable access to enriching and well-rounded experiences. OST programming provides students with opportunities to participate in activities that are both enriching and fun. This can help to boost students' motivation and engagement in school.

How will the success of this contract be measured?

The City's Office of Children and Families utilizes industry-based measures from the National Institute of Out of School Time's A Program Assessment System (ASAS), including the SAYO- Surveys of Academic and Youth Outcomes, to consistently monitor and support the quality of programs in alignment with the expectations of the contract. In addition, the District and the City collaborate in reviewing student program attendance data in conjunction with academic progress, especially for six-week summer programs. Additionally, the District will utilize academic measurements as determined by the Office of Evaluation, Research, and Accountability in reading and math to assess student progress during the summer program.

If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?

The City of Philadelphia introduced the Out of School Time initiative in 2017 and has collaborated with the District since its inception to provide access to high-quality after-school enrichment programs across the city. The city has used the previously mentioned metrics, as well as coaching and feedback, to continuously improve program quality for increased student experiences and outcomes. Due to the success of this relationship, the City of Philadelphia was able to increase the number of schools with programming from 68 schools in the previous MOU to 91, increase total slot allotments by more than 500 students, and report that the District school year award is 70% of the overall \$24,629,225 investment for OST programs across the city.

When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach?

There is an abundance of available research that delineates the impact that careful, strategic investments in after-school enrichment programs have on student progress and on their ability to sustain both social-emotional and academic progress. Studies from the Wallace Foundation and the National Institute for Out of School Time are frequently referenced sources that host a wide variety of research and evidence related to the efficacy of after-school and summer enrichment opportunities for student academic and social-emotional growth and achievement.

When applicable, was a larger community of District community members and/or

stakeholders involved in this selection process? If so, what groups and how?

The intermediary Public Health Management Corporation (PHMC), under the direction of the Office of Children and Families, engaged in a rigorous Request for Proposals process to vet and select the high-quality providers awarded contracts to serve SDP schools. The application and scoring process invited the voice of school principals, and the scoring process engaged stakeholders from both the city and the District.

**Related resolution(s)/approval(s):**

May 25th, 2023; No 65

May 26th, 2022; No. 5

May 27, 2021; No. 18

August 19, 2021; No. 38

**Office Originating Request:** Academic Support

**Action Item - 43.**

**Title: Contract with Various Vendors- Out of School Time Programs for Expanded Learning Opportunities (\$20,000,000) - Updated 6.10.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

**After School All-Stars**

**Boys & Girls Club**

**CORA Services**

**Educators 4 Education**

**Girls Scouts**

**Gold Medal Karate**

**KCE Champions**

**Kensington Soccer Club**

**Phila. Arts in Education**

**Phila. Youth Network**

**Starfinder Foundation**

**Sunrise of Phila.**

**The Common Place**

**The Kings Mate Chess**

**To our Children's Future With Health**

**Young Achievers**

**Purpose:**

Out of School Time Programming options for K-8 school communities

**Start date:** 9/1/2024

**End date:** 8/31/2025

**Compensation not to exceed:** \$20,000,000

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$20,000,000

**Location:**

Schools serving K-8 students determined by the Office of Student Life using data based eligibility criteria

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** All vendors will be paid out of an aggregate amount not to exceed \$20,000,000 per option period

**Description:**

- Why is this contract needed?

This contract allows schools access to high-quality Out of School Time (OST) programs grounded in enrichment. In order to foster stronger, safer communities with District schools as the hub, students need opportunities to engage in learning activities beyond the regular school day. OST programs offer research-based approaches to enrichment, engagement, and student growth opportunities centered in student interest, social-emotional learning, skills acquisition, relationship-building, and more. OST programs give students unique opportunities to explore their interests via enrichment activities that are aligned to academic, social emotional, and college and career focus areas. Furthermore, OST programs promote general economic stability for families across the District by offering programs, both during the school year and in the summer, that support working schedules in a variety of ways. OST programs also are critical resources for violence prevention as they allow families to ensure that their children are able to remain engaged in safe environments with caring adults beyond regular school hours.

- How is this work connected to the District's plan to achieve Goals & Guardrails?

OST programming is connected to the District's plan to achieve the Goals and Guardrails in several ways. First, it provides students with additional opportunities to learn and grow outside of the school day. This can help students develop academic, social-emotional, and career skills that they need to succeed in school and in life.

Second, OST programming provides students with a safe and engaging environment after school. This can help to prevent students from engaging in risky behaviors, such as truancy, substance abuse, and violence.

Third, OST programming is inclusive of all students, regardless of their background or abilities. This provides all students with the opportunity to benefit from the program.

Specifically, OST programming is aligned with Guardrail Two, for students to have consistent, equitable access to enriching and well-rounded experiences. OST programming provides students with opportunities to participate in activities that are both enriching and fun. This can help to boost students' motivation and engagement in school.

- How will the success of this contract be measured?

The Office of Student Life will develop program quality measures modeled on industry-based measures from the National Institute of Out of School Time's A Program Assessment

System (ASAS), including the SAYO- Surveys of Academic and Youth Outcomes, to consistently monitor and support the quality of programs in alignment with the expectations of the contract as outlined in the RFP.

In addition, the Office of Student Life will collect enrollment and participation data to measure program engagement and drive continuous improvement efforts. The Office will work with the Office of Evaluation, Research, and Accountability to explore systems for analysis to examine overall program impacts on student progress in academics, attendance, and social-emotional well-being wherever possible.

The Office of Student Life will also utilize stakeholder survey data from students, families, schools, and providers to drive support and improvement efforts, and any additional scaling of programs.

- If this is the continuation of a contract, how has success been measured in the past and what specific information do we have to show that it was successful?

In 2021, the District engaged in an RFQ process that ultimately granted contracts to a number of vendors to provide both vendor-led after school enrichment activities and vendor-led teacher training opportunities for school-based clubs through the use of ESSR-ARPA COVID relief funds. As of September, 2023, a total of 88 individual vendor-led programs were offered in 65 District schools and at 4 community-based sites. These programs serve over 4,600 students via 14 contracted providers. Additional students access the benefits of this initiative as a result of teacher training carried out by 6 vetted providers. Like other ARPA programs, funding for these programs will sunset in September 2024.

Attendance and participation data has been collected throughout implementation from 2022. The growth of programs across school communities shows the overall appetite for access to OST programs. In September of 2022, the programs served 926 students in 61 programs. By December of 2023, program engagement had increased dramatically to over 4,600 students served across 88 programs, serving in 65 SDP school buildings.

- When applicable, is this an evidence based strategy? If so, what evidence exists to support this approach?

There is an abundance of available research that delineates the impact that careful, strategic investments in after-school enrichment programs have on student progress and on their ability to sustain both social-emotional and academic progress. Studies from the Wallace Foundation and the National Institute for Out of School Time are frequently referenced sources that host a wide variety of research and evidence related to the efficacy of after-school and summer enrichment opportunities for student academic and social-emotional growth and achievement.

- When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?  
The Office of Student Life engaged in a rigorous Request for Qualifications process to vet and select the high-quality providers awarded contracts to serve in District schools. The application scoring process invited the voice of a variety of representatives from cross-functional District Offices, including Strategic Partnerships, Family and Community Engagement, Curriculum and Instruction, the Arts, Athletics, and school principals. The

Office of Student Life will further engage stakeholders when engaging in an intentional and data based program-to-site matching process so that the vetted services are placed in school communities that are a best fit. This process will survey students, families, school teams, and community members to support the matching process.

**Related resolution(s)/approval(s):**

October 28, 2021; AI-4

**Funding Source(s):**

FY 2025 Operating

**Office Originating Request:** Academic Support



**Action Item - 44.**

**Title: Contract with Quakertown Veterinary Clinic for Farm Animals at Fox Chase Farm & Saul H.S. (\$35,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Quakertown CVP LLC

**Purpose:**

Veterinary services for farm animals at Fox Chase Farm & Saul H.S.

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$35,000

**Location:**

Saul, Walter B. High School; Fox Chase Farm

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount of 110% of prior year amount

**Description:**

Quakertown Veterinary Clinic is a full-service veterinary practice that offers excellent care to our Farm Animals at Fox Chase Farm & Saul H.S. They provide both routine and 24-hour/7 days a week emergency care service. They value the educational mandate of our farm equally as the animal welfare. They allow students to participate and explain procedures that they are performing on our animals. They understand the uniqueness of each animal, large and small, and are fully committed to working with our teachers and students to help ensure

the animal's overall wellness.

As CTE High Schools, the emphases at Saul and Fox Chase Farm are on experiential learning. In particular, the presence and maintenance of healthy animal resources on campus are a major contributing factor to the strength of the Animal Science program at Saul High School, especially the Large Animal concentration (Large Animal Veterinarians are a High Priority Occupation throughout the state of Pennsylvania). This work is connected to the District's plan to achieve Guardrail 2 - Enriching and well-rounded School Experiences.

Quakertown Vet has been servicing our animals for over 25 years. Due to this long-standing relationship, the staff are well-acquainted with the animals, the farmers, and the educational imperative. This relationship enables them to provide personalized care and quickly identify any health issues. The animals themselves are comfortable with the veterinarians at Quakertown Vet due to regular interactions, which reduces stress during medical procedures and enhances the overall quality of care provided.

The success of this contract will be measured by the ease of and success in obtaining veterinarian services for the animals

**Funding Source(s):**

FY24-25 Operating

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

Sole Source form

Type

Supporting Document

## SOLE SOURCE JUSTIFICATION FORM

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

***The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.***

### Part 1: General Requester Information

Project Title:			
Program Office:		Requester Name:	
		Requester Phone:	
		Requester Email:	
Proposed Funding Source:	<div style="display: flex; justify-content: space-between;"> <span>Operating / Other Non-Grant</span> <span>Grant Funds</span> </div>		

### Part 2: Vendor Information

Proposed Supplier Name:		Contact Phone:	
		Contact Email:	

### Part 3: Brief Description of Goods and / or Services

**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.

**1. *The item or service is available only from one source.*** Include the following:

- ☐ Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
- ☐ How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
- ☐ Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
- ☐ Any additional information that would support the case

**2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.**

Include the following:

- Description of the public exigency or emergency
- Need for the contract and period of performance
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

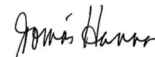
**3. Competition is determined inadequate after solicitation of several sources.** Include the following:

- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

**Part 6: Requesting Department Approvals****Renee Novello**Digitally signed by Renee Novello  
Date: 2024.04.22 11:54:07 -04'00'

Requester Signature / Date



Chief Signature / Date

**Part 7 Disposition.** Grant Compliance approval required for all grant sole source determinations

Procurement:	Approved	Denied	Procurement Signature / Date:
Grant Compliance:	Approved	Denied	Compliance Signature / Date:

**Action Item - 45.**

**Title: Contract with St. Christopher Hospital for Children - Work-based learning program**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

St. Christopher Hospital for Children

**Purpose:**

Work-based learning program, wages and payroll management to students who are enrolled in Health-Related Technology (HRT) program

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$132,000

**Location:**

Kensington Health Sciences Academy; Mastbaum, Jules E. Area Vocational Technical High School; Olney High School;

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** 110% of prior year amount

**Description:**

The Office of Career and Technical Education seeks authorization to contract with St. Christopher's Hospital for Children who offers a work-based learning program to students who are enrolled in health-related technology (HRT) programs for students at Kensington Health Sciences Academy (KHSA), Mastbaum High School and Olney High School.

St. Christopher's Hospital for Children HRT program is an extension of the curriculum that

students learn throughout the school year and allows students to receive real-world, hands-on experiences that cannot be learned in the classroom. The program features paid work-based learning experience for students in grades 11 and 12, shadowing opportunities for students in grade 10, and health tech career awareness activities for students in grade 9. 98% of the students participating in this program earn their high school diploma and a majority go on to college.

They provide the teachers, pay student wages and provide payroll management and support for the work-based learning program for Health Tech school-to-work students. The overall goals of these programs are to provide students with meaningful work-based learning and academic enrichment experiences that serve as an extension of what students are learning during the school year.

This partnership between the School District of Philadelphia and St. Christopher's Hospital for Children that spans over 24 years, stands out by offering 40 Health Tech Student slots not only during the school year but also for the summer. It is set high above the standard, giving students a unique opportunity to work across multiple departments within the hospital, providing the students with invaluable experience, camaraderie, and exposure to different aspects of healthcare.

This work is connected to the District's plan to achieve Guardrail 2 - Enriching and well-rounded School Experiences. Along with the College & Career Goal: Every student graduates ready for college and careers and Goal 5: The percentage of Career and Technical Education (CTE) students who pass an industry standards-based competency assessment by the end of their 12th grade year will grow from 49.9% in August 2019 to 80.0% in August 2026.

**Related resolution(s)/approval(s):**

March 26, 2020 #30

June 27, 2019; #68

April 19, 2018; B-20

November 16, 2017; B-10

**Funding Source(s):**

FY24-25 Operating & Perkins Grant

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

Sole Source form

Type

Supporting Document

## SOLE SOURCE JUSTIFICATION FORM

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

***The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.***

### Part 1: General Requester Information

Project Title:			
Program Office:		Requester Name:	
		Requester Phone:	
		Requester Email:	
Proposed Funding Source:	<div style="display: flex; justify-content: space-between;"> <span>Operating / Other Non-Grant</span> <span>Grant Funds</span> </div>		

### Part 2: Vendor Information

Proposed Supplier Name:		Contact Phone:	
		Contact Email:	

### Part 3: Brief Description of Goods and / or Services

**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.

**1. *The item or service is available only from one source.*** Include the following:

- ☐ Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
- ☐ How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
- ☐ Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
- ☐ Any additional information that would support the case

**2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.**

Include the following:

- Description of the public exigency or emergency
- Need for the contract and period of performance
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

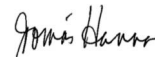
**3. Competition is determined inadequate after solicitation of several sources.** Include the following:

- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

**Part 6: Requesting Department Approvals****Renee Novello**Digitally signed by Renee Novello  
Date: 2024.02.21 15:41:20 -05'00'

Requester Signature / Date



Chief Signature / Date

**Part 7 Disposition.** Grant Compliance approval required for all grant sole source determinations

Procurement:	Approved	Denied	Procurement Signature / Date:
Grant Compliance:	Approved	Denied	Compliance Signature / Date:



**Action Item - 46.**

**Title: Contract with Careers through Culinary Arts Program, Inc.(\$62,400)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Careers through Culinary Arts Program, Inc.

**Purpose:**

Support Services to Career and Technical Education's Culinary Programs

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$62,400

**Location:**

King, Martin Luther High School; Masterman, Julia R. High School; Swenson Arts and Technology High School; Randolph, A. Philip Career and Technical High School; Strawberry Mansion High School; Saul, Walter B. High School; South Philadelphia High School; Washington, George High School; Dobbins, Murrell Career and Technical Education High School; Edison, Thomas A. High School; Frankford High School; Franklin, Benjamin High School;

**Renewal Options:** Yes

**Number of Options:** 3

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount of 110% of prior year amount

**Description:**

The Office of Career and Technical Education (CTE) will contract with Careers through

Culinary Arts Program, Inc. (C-CAP) to provide programming inclusive of teacher training, scholarships and cooking competitions, job training, shadowing and internships, and college and career advising. C-CAP has a long history of ensuring students' successes by providing students academically integrated technical curriculum along with college and career opportunities which has provided high school students with the work skills and on-the-job experience to gain employment and for college preparation. To promote postsecondary readiness, Career and Technical Education programs must provide students academically integrated technical curriculum, technical skill training and work-based learning opportunities, all of which must meet strict industry standards. Working in collaboration with C-CAP, the District will be able to offer programs that will better prepare students for employment opportunities in the culinary arts field and support their growth along the way.

This work is connected to the District's plan to achieve Guardrail 2 - Enriching and well-rounded School Experiences. Along with the College & Career Goal: Every student graduates ready for college and careers and Goal 5: The percentage of Career and Technical Education (CTE) students who pass an industry standards-based competency assessment by the end of their 12th grade year will grow from 49.9% in August 2019 to 80.0% in August 2026.

The success of this contract will be measured by the percentage of eligible students who take and pass the NOCTI exam, the number of certifications received, along with the percentage of CTE students who have a documented job placement and/or post-secondary opportunity.

**Related resolution(s)/approval(s):**

March 26, 2020, #48

June 27, 2019; #17

May 17, 2018; B-17

August 17, 2017; B-22

**Funding Source(s):**

FY24-25 Perkins Grant

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

Sole Source form

Type

Supporting Document

## SOLE SOURCE JUSTIFICATION FORM

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

***The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.***

### Part 1: General Requester Information

Project Title:			
Program Office:		Requester Name:	
		Requester Phone:	
		Requester Email:	
Proposed Funding Source:	<div style="display: flex; justify-content: space-between;"> <span>Operating / Other Non-Grant</span> <span>Grant Funds</span> </div>		

### Part 2: Vendor Information

Proposed Supplier Name:		Contact Phone:	
		Contact Email:	

### Part 3: Brief Description of Goods and / or Services

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**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.

**1. *The item or service is available only from one source.*** Include the following:

- ☐ Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
- ☐ How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
- ☐ Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
- ☐ Any additional information that would support the case

2. *The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.* Include the following:

- Description of the public exigency or emergency
- Need for the contract and period of performance
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

3. *Competition is determined inadequate after solicitation of several sources.* Include the following:

- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

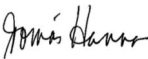
**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

Part 6: Requesting Department Approvals

Renee Novello

Digitally signed by Renee Novello  
Date: 2024.03.20 16:01:20 -04'00'

Requester Signature / Date



Chief Signature / Date

Part 7 Disposition. Grant Compliance approval required for all grant sole source determinations

Procurement:	Approved	Denied	Procurement Signature / Date:
Grant Compliance:	Approved	Denied	Compliance Signature / Date:

**Action Item - 47.**

**Title: Purchase of Various State-Approved PreK Core Curriculum Resources (\$5,000,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Teaching Strategies, LLC

**Purpose:**

Acquisition of up to 800 site license bundles and technical assistance annually for teachers and assistant teachers to access and use *Creative Curriculum for Pre-K* in preschool classrooms across the City of Philadelphia

**Start date:** 7/1/2024

**End date:** 6/30/2029

**Compensation not to exceed:** \$5,000,000

**Location:**

District-funded pre-k classrooms operated in schools and at qualified community-based early learning partner agencies citywide

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount of \$1,150,000

**Description:**

***Why is this purchase/contract needed?***

The School District of Philadelphia's Head Start, PreK Counts and PHLpreK funded

programs are required to use a developmentally appropriate comprehensive preK curriculum that is fully aligned with Pennsylvania's early learning standards for children and which has been approved by the Pennsylvania Department of Education's Office of Child Development and Early Learning for use in state-funded and/or -licensed preK classrooms.

Consistent with federal grant requirements, the Office of Early Childhood Education launched a competitive bid process this year to provide a clear and transparent way to evaluate the most up-to-date preK curricular products and so that we are using the best quality product at a competitive price. Teaching Strategies' Creative Curriculum for Pre-K is the product that was selected through the competitive review process #NG10421.

Funding authorized through this action item will support site licenses, technical assistance and associated training to support up to 800 preK classrooms across Philadelphia so that teachers and assistant teachers can access all of the instructional resources for every required learning domain. The purchase includes a customizable teacher training component to ensure all new and returning preK teachers each year are proficient with the use of any updated components of the curriculum. The total request averages out to less than \$100 per enrolled student per year.

***How is this work connected to the District's plan to achieve Goals & Guardrails?***

Dozens of national studies have shown that students who attend high-quality preK are more prepared for school and experience greater gains in academic and socio-emotional growth in comparison to children who do not attend high quality preK. Enrolling three- and four-year-olds in high quality preK provides a strong foundation for future educational success, and the adoption and use of a curriculum aligned to early learning standards is a key component of high quality preK programming.

***How will the success of this contract/purchase be measured?***

Creative Curriculum has been approved for use in all state-funded preK classrooms, all federally-funded Head Start classrooms and all City-funded PHL-PreK classrooms because it is a core component of high quality preK programming. Decades of national research have proven that children who participate in high quality preK are more prepared for Kindergarten than their non-participating peers, and the District's own local data bear that out. The last three years' worth of District data indicate that incoming Kindergarteners who participated in the District's high quality preK programs were almost twice as likely to be on target for Letter Naming Fluency than children who did not participate in quality preK. The District will continue to assess program outcomes and collect ongoing teacher feedback about Creative Curriculum to inform future purchase and allocation decisions.

***Is this an evidence based strategy?***

Since 2009, the Pennsylvania Department of Education's Office of Child Development and Early Learning has conducted extensive reviews of locally and commercially available curricula to assess quality and alignment to state standards. Teaching Strategies' Creative Curriculum was one of the first curricula to be designated as meeting all relevant state

standards and has remained on the state-approved list after every review cycle. It has been adopted for use by many private and public preK providers in Philadelphia and Southeastern Pennsylvania, including most recently the City's PHLpreK network of providers. It is also authorized for use in several other states with state-funded preK programs, including California, Oregon, Georgia, Texas, Florida and others.

***Was a larger community of District community members and/or stakeholders involved in this selection process?***

This vendor was selected through a competitive review process that included a selection committee of individuals with required and relevant programmatic and technical expertise. Furthermore, as described above, this curriculum was also identified and placed on the list of the Pennsylvania Department of Education's approved curricula for state-funded and state-licensed preK programs.

**Funding Source(s):**

FY25 Categorical  
FY26 Categorical  
FY27 Categorical  
FY28 Categorical  
FY29 Categorical

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

Type

**Action Item - 48.**

**Title: Purchase of Various High-Quality Pre-K Supplemental Instructional Materials (\$4,000,000) - Updated 6.26.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Charles J Becker & Bro., Inc  
Kaplan Early Learning Company

**Purpose:**

To provide high-quality and developmentally appropriate indoor and outdoor instructional materials and equipment for School District-staffed and -managed pre-K classrooms

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$1,000,000

**Separate Compensation by Vendor:**

All entities will be paid out of the aggregate amount not to exceed \$1,000,000 over four years.

**Location:**

Approximately 175 District-operated/managed pre-K programs across Philadelphia.

**Renewal Options:** No

**Description:**

**Why is this contract needed?**

Authorization of these contracts will allow for the purchase of high-quality, developmentally appropriate indoor and outdoor classroom materials and equipment in order so that District-funded preK programming citywide is able to provide a learning environment that capitalizes on preschoolers' developmental need to learn by playing and doing. Many of the educational materials obtained from these competitively selected suppliers will be curated into customized bundles to expedite procurement, delivery, and practical utilization, and will



include items (e.g., water/sand tables, balance and gross-motor equipment, block sorting sets, music/dramatic play equipment) that have been specifically designed and constructed for durability and longevity, that are scaled in size for preschool-aged children, that include necessary safety features like bump guards and rounded edges, that have been intentionally combined to address all of the learning domains, and that will genuinely encourage young learners to actively explore and investigate.

The District has selected Charles J Becker & Bro., Inc. and Kaplan Early Learning Company for these formal agreements not only due to their history of reliably providing high-quality preK materials, but also due to their strong responses to recent RFQ # NG10365.

The District will prioritize those school-based and community partner preK classrooms with the greatest need for replacement materials and equipment, and the balance of program sites citywide would receive their requisite upgrade over the next three to five years.

### **How is this work connected to the District's plan to achieve Goals & Guardrails?**

Purchases under this contract will support Goals 1-3 relating to academic student performance. In addition, the proposed contract will support innovative learning spaces (Guardrail 1), which in turn will provide a balanced, integrated educational experience (Guardrail 2) for participating children.

### **How will the success of this contract be measured?**

The success of this project will be based on the timeliness and thoroughness of product delivery, the observed appropriate and consistent utilization of purchased materials by District itinerant support personnel who will visit participating locations and issue action reports on a regular basis, and also surveys that the Office of Early Childhood Education will produce and send to classroom staff and center directors that receive the classroom bundles in order to ascertain their level of satisfaction with the purchased materials (including ease of set-up), their self-reported utilization rates, and their general sense of the impact the materials are having on student behaviors and achievement.

### **If this is an evidence-based strategy? If so, what evidence exists to support this approach?**

Research has long documented that preschool-aged children learn best when they are able to construct knowledge through meaningful play, active exploration of their environment, and thoughtfully planned activities. The preK classroom learning environment must encourage and engage young children's natural curiosity about the world around them and meet their physical and emotional needs so that they feel safe and secure. Child-initiated investigation should be predominant mode with integrated and planned instruction provided every day by the teacher across all required content areas. See for example: *Play in the School Context* (Hyvonen 2011); *Block Play Performance Among Preschoolers As a Predictor of Later School Achievement in Mathematics* (Wolfgang 2009); *Preschool Science Learning and Learning Environments* (Brenneman 2011).

### **Was a larger community of District staff and/or stakeholders involved in the selection process?**

The District's preK educational team collaborated closely with staff from the curriculum office

around supplier review/approval and ultimate selection via the RFQ process, and with community-based preK providers to identify the specific equipment and material needs of each site to support hands-on learning across all content domains, including math, literacy, science and art.

**Funding Source(s):**

FY25 Categorical

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

Type

**Action Item - 49.**

**Title: Contract with Project Based Learning, Inc.- The Workshop School (\$600,000)**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Project Based Learning Inc.

**Purpose:**

To contract professional and technical services related to staffing and operating costs that directly support The Workshop School's academic model

**Start date:** 7/1/2024

**End date:** 6/30/2026

**Compensation not to exceed:** \$600,000

**Location:**

The Workshop School

**Renewal Options:** Yes

**Number of Options:** 2

**Duration of each option to extend:** Years: 1 Months:

**Maximum compensation authorized per option period:** Each option at fixed amount of \$300,000

**Description:**

Project Based Learning, Inc. (PBLI) has provided professional and technical services for the Workshop School since 2013. The School District of Philadelphia (District) and PBLI worked together in the development and implementation of the Workshop School, which opened in September 2013. PBLI, a non-profit organization, is focused on supporting the academic goals of the Workshop School. The District has identified a need to create and support innovation in our high schools, improve high schools to more effectively meet student needs, so that all students leave high school adequately prepared for college, career,

and life. A large and compelling body of research shows that literacy, numeracy, and other forms of content knowledge are but one ingredient in the recipe for success. Other, equally important ingredients include the ability to think creatively and solve problems, work with others, plan (and follow through), network, and work independently and responsibly so that, as research suggests, students have a much greater likelihood of succeeding in college or the workplace. We need high schools that are designed expressly for this purpose, such as the Workshop School.

The contract between Project Based Learning Inc. (PBLI) and the School District serves three vital purposes. First, it defines where the school has flexibility and autonomy in vital areas such as curriculum, assessment, professional development, and graduation requirements. This is necessary and critical because the school focuses on a set of competencies that is both broader and different than other district high schools and employs a unique instructional model. Second, the contract funds critical elements of the school model that cannot be supported through normal district channels, including unique staff positions, project supplies, and experiences for students that tie to projects and internships. This contract covers 100% of the services provided by PBLI in its operation of The Workshop School. Third, the contract defines accountability for both parties. For the school, this takes the form of performance metrics and compliance requirements. For the District, it focuses on the conditions necessary for the school to meet those requirements. Additionally, as a management mechanism, the contract represents a unique and innovative mechanism for fostering innovation within the District rather than ceding it to the private or charter sectors.

The Workshop School's educational model aligns with the School District's plan to achieve Goals and Guardrails as articulated below:

- Goal 5. 80% of Career and Technical Education (CTE) students will pass an industry standards-based competency assessment by the end of 12th grade. The Workshop School is emerging as a model for fusing CTE and project-based learning. In 2022-23, over 90% of Workshop School's Automotive students took the NOCTI automotive exam, and over 90% scored proficient.
- Guardrail 1. Every school will be a safe, welcoming, and healthy place for all students, staff, and community to learn. Our schools will be physically safe and clean with an inclusive environment. Students will have access to social, emotional, and mental health supports. The vast majority of students (>90%) report that the adults in the school care about them, they receive positive feedback and encouragement, are connected with (and friends with) classmates, have teachers who hold them to high expectations and give them extra help, and meet their learning needs. Social and emotional learning is deeply woven into the Workshop School's advisory model, and students have access to a wide range of mental health supports on-site.
- Guardrail 2. Students will have a well-rounded education with opportunities in the arts and athletics. While the Workshop School's current facility imposes limits on the capacity for arts and athletics, Workshop students have a rich set of options to design and create in Workshop School's innovation lab, which includes both advanced technologies and traditional crafts in addition to photography, audio and video production. Moreover, Workshop students' education experience is rounded out through extensive real-world learning opportunities, including the 11th grade internship program.
- Guardrail 3. Parents and guardians will be encouraged to be partners in their student's school community. Workshop School families routinely attend student exhibitions at the

end of each trimester, which are paired with report card conferences. The school sends out a weekly newsletter to students and families keeping them apprised of new developments and upcoming events. On the School Experience Survey, over 91% of Workshop families reported that they feel welcome at the school, and the same percentage reported that the school invites them to be included in decisions that affect their child.

- Guardrail 4. Students' potential and achievement will not be limited by practices that maintain systemic racism. Understanding and combating systemic racism is both an operating principle and a curricular focus at Workshop. The Workshop School was among the first schools in the District to adopt school-wide restorative practices and an advisory model, and through projects like their Mass Incarceration Symposium, the school gives students the opportunity to understand the past and present challenges facing their communities and connect with partners outside of school who are working to address those challenges.

The School District's Office of New School Models/Innovation Network (Innovation Network) has primary responsibility for the evaluation of this contract with the ongoing support from the District Performance Office. Throughout the duration of this current contract: 2020-2024, the success has been measured using quantitative and qualitative data.

For the proposed new contract: 2024-2026, the School District will implement a standard Performance Evaluation Matrix across three domains to measure the success of this contract: (1) Conditions for Success, (2) Academic Goals, and (3) Workshop's School Model. Moreover, qualitative data from Instructional Walkthroughs and Operational Walkthroughs will continue to be used to also measure the success of this contract. Targets will be set by the District Performance Office.

**Related resolution(s)/approval(s):**

November 15, 2018; No. 40

May 16, 2019; C-69

June 25, 2020; No. 51

**Funding Source(s):**

FY 25: Operating

FY 26: Operating

**Office Originating Request:** Schools

**ATTACHMENTS:**

**Description**

Executive Summary

Sole Source Justification Form

**Type**

Executive Summary

Supporting Document





THE SCHOOL DISTRICT OF  
PHILADELPHIA

## INNOVATION NETWORK EXECUTIVE SUMMARY

Contract Term: July 1, 2020 - June 30, 2024

School Name: The Workshop School

Provider: Project Based Learning Inc.

### GENERAL INFORMATION

Contract Term: July 1, 2020- June 30, 2024

School Type: Citywide High School (Grades 9-12)

### CONTACT INFORMATION

221 Hanson Street, Philadelphia, PA 19139

Phone: 215-400-7730

Webpage: <https://www.workshopschool.org/>

### MISSION

The Workshop School's mission is to unleash the creative and intellectual potential of young people to solve the world's toughest problems. Project work is the core component of Workshop School's academic model.

### SCHOOL LEADERSHIP

Dr. Matthew Riggan, Executive Director, Project Based Learning Inc.

Ayanna Walker, Principal, The Workshop School

Andrew Walker, Assistant Principal, The Workshop School

### INNOVATION NETWORK LEADERSHIP

Dr. Anh Nguyen, Assistant Superintendent, Innovation and Opportunity Networks

Dr. Wanda Y. Jenkins, Executive Director, Innovation Network

Gina Wei, Professional Learning Specialist, Innovation Network

### Background of the Workshop School

The mission of The Workshop School (Workshop) is to unleash the creative and intellectual potential of young people to solve the world's toughest problems. Workshop is a project-based school that puts real-world problems at the center of the curriculum. Students are grouped into advisories which begin each day with a circle, and remain together for three and a half hours of project work every day. There are no academic admission requirements. Students at The Workshop School are eager to explore interests and passions, willing to collaborate, and able to persist through challenges and setbacks.

**School Vision:** The Workshop School envisions graduates who value learning and growth, build community, and know how to shape their lives and the world.

**School Model:** Differentiators: Interdisciplinary project-based learning embedded in an advisory model, daily circle and school-wide restorative practices, internships, entrepreneurship, and dual enrollment programs; automotive CTE program, competency-based assessment.

**Skills Focus:** Through real world learning, Workshop students learn and demonstrate skills such as project management, self-awareness, collaboration, problem solving, research, professionalism, networking, communication, financial literacy, design, and using models to make predictions and solve problems. These skills are bundled into five courses—Habits of Success, Creative Know-how, Wayfinding, STEM and Humanities—that are required for graduation from Workshop.

**Schedule + Calendar:** Students spend half the day in project work with a single cohort of students (their advisory), and the other half in subject-based seminars. The school operates on a trimester system, with new projects launching each term. At the end of each term, students are required to demonstrate learning and growth through public exhibitions, which are paired with family conferences.

**Student Profile:** 91% African American, 100% economically disadvantaged, 30% of students have an IEP. Entering 9th grade students performing at a 5th grade level in reading and math.

## The Renewal Process

Since 2013, the Workshop School has operated as part of the SDP's Innovation/Opportunity Network and partnered with Project Based Learning Inc. for the purpose to contract professional and technical services related to staffing and operating costs that directly support The Workshop School's academic model. Previous contracts were for a period of 4 years.

The renewal process provides the SDP with an opportunity to explore the performance of the Workshop School and engage in discussions about areas of success and growth. The results, both qualitative and quantitative, have driven recommendations outlining a path forward for the Workshop School.

The qualitative and quantitative data findings are contained in this document on pages 3 through 8 under the heading **APPENDIX**.

## RECOMMENDATIONS

### Term of Renewal

July 1, 2024- June 30, 2026 (2 years) with the option of yearly renewal option up to an additional two year to not exceed June 30, 2028 based on Workshop meeting the yearly targets

Innovation Network Leadership recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, with Project Based Learning Inc., for the purpose to contract professional and technical services related to staffing and operating costs that directly support The Workshop School's academic model, for the period of July 1, 2024- June 30, 2026 (2 years) with the option of yearly renewal option up to an additional two year to not exceed June 30, 2028 based on Workshop meeting the yearly targets.

### Rationale:

### Alignment to School District of Philadelphia Accountability Conditions of Success

The School District of Philadelphia's proposed contract (7/1/24-6/30/26), The Workshop School will adhere to the following in accordance with yearly growth targets and accountability measures set forth by The School District of Philadelphia's District Performance Office (DPO).

- Condition of Success
  - Student Attendance (At least X% of Workshop School students will attend 90% or more of all school days.)
  - Teacher Attendance
  - Drop out
  - 4-year cohort Graduation
- Academic
  - Keystone Proficiency in Literature, Algebra and Biology
  - Keystone Below Basic in Literature, Algebra and Biology (reduction)
  - STAR Assessment in Reading and Math
    - Participation
    - Growth
  - NOCTI Assessment
    - Participation
    - Proficiency/Advance
- Climate
  - Student Well Being Survey Participation
  - District-Wide Survey (Philly Experience School Survey)
    - Student
    - School Staff
    - Parent



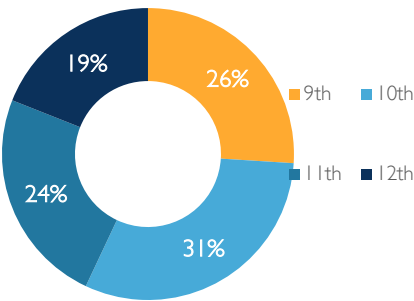
APPENDIX

The School District of Philadelphia's official demographic information is reported on October 1<sup>st</sup> of each school year.

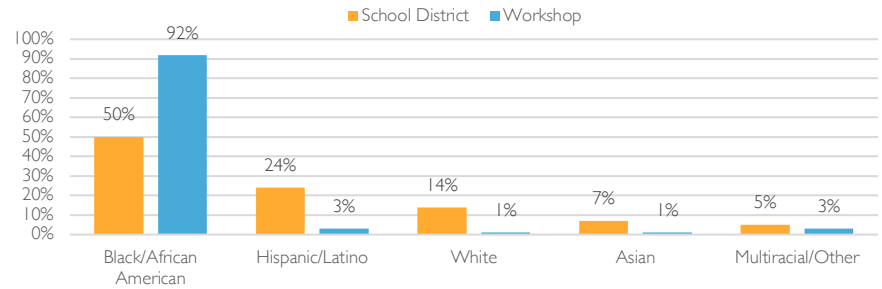
ENROLLMENT INFORMATION



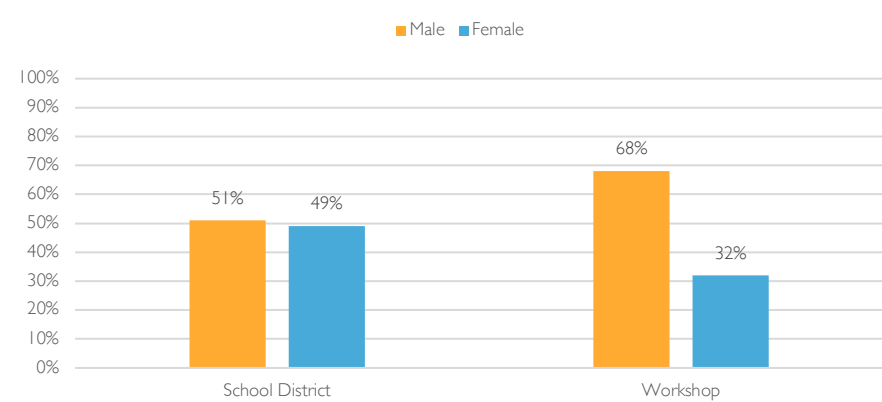
ENROLLMENT BY GRADE



RACE & ETHNICITY

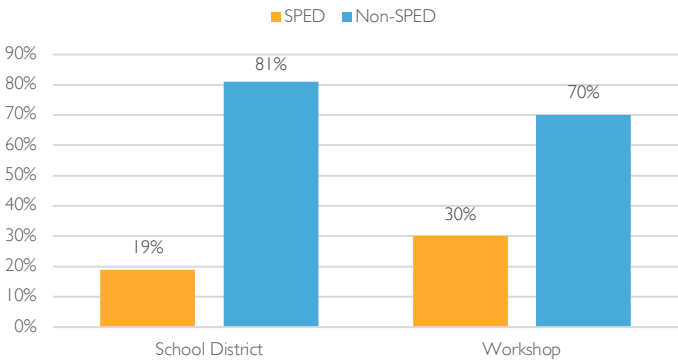


GENDER

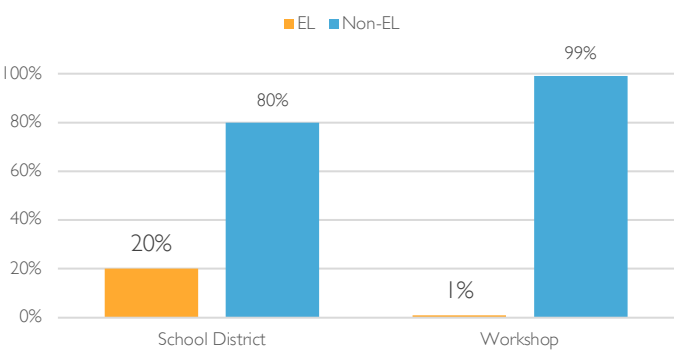


DIVERSE LEARNERS

SPECIAL EDUCATION



ENGLISH LEARNERS



**RENEWAL ANALYSIS PROCESS**

The recommendation for renewal was based on the following:

- Data
  - Quantitative

<b>Targets</b> (as set forth in prior contract)	19/20	20/21	21/22	22/23	<b>Contractual Target</b>
<b>Graduation:</b> At least 90% of Workshop School students will graduate within 5 years (91.6% average)	18: 94.2%	19: 87.5%	20: 98%	21: 86.8%	<b>Met target</b>
<b>Achievement Targets:</b> At least 70% of Workshop School students will demonstrate growth in reading and mathematics, as measured by MAP Assessments (or a comparable interim assessment system) and/or Keystone exams.					
<ul style="list-style-type: none"> <li>• MAP               <ul style="list-style-type: none"> <li>○ Cohort 19/20</li> </ul> </li> </ul>	R: 26 <sup>th</sup> percentile M: 19 <sup>th</sup> percentile			R: 49 <sup>th</sup> percentile M: 36 <sup>th</sup> percentile	<b>Did not meet target</b>
<ul style="list-style-type: none"> <li>• Keystone Proficiency</li> </ul>	Lit: 18-19: 8.9% Alg: 1.1%	N/A	Lit: 11.4%, Alg: 0%	Lit: 22.9% Alg: 0%	<b>Did not meet target</b>
<b>Attendance:</b> At least 60% of Workshop School students will attend 95% or more of all school days.	18-19: 56.4%,	20-21: 43.2%	21-22: 58.6%,	22-23: 63.2%	<b>Partially met</b>
<b>Other Data Consideration</b>					
<b>Achievement:</b> <ul style="list-style-type: none"> <li>• Keystone Below Basic</li> </ul>	Lit: 18-19: 41.1% Alg:	N/A	Lit: 30.4%, Alg: 75%	Lit: 14.3% Alg: 72.8%	
<b>Attendance:</b> At least 60% of students attending 90% of days or more	18-19: 65.9%	20-21: 59.4%	21-22: 78.4%	22-23: 78.4%	
<b>NOCTI Administration</b>					
<ul style="list-style-type: none"> <li>• Participation</li> </ul>	11.3%			90%	
<ul style="list-style-type: none"> <li>• Scoring Proficient or Advance</li> </ul>	85.7%			90%	
<b>District Wide Survey Participation Rates:</b> <ul style="list-style-type: none"> <li>• Parent participation increased from 4.7% (20-21) to 19.9% (22-23)</li> <li>• Student participation increased from 33.9% (20-21) to 79.9% (22-23)</li> <li>• Teacher participation increased from 29.4% (20-21) to 81.3% (22-23).</li> </ul>					
<b>Star Assessments:</b> Workshop switched to the Star Assessments this school year (23-24), and were extremely successful with participation, 97.9% in both the reading and math assessments. Baseline data has been collected, with a 10.9% achievement in reading and a 0.5% achievement in math. Special attention should be given to the 9th grade class in order to follow this cohort over the next few years. 2.1% of 9th grade students performed at/above on the Star Reading Assessment, and 0% performed at/above on the Star Math Assessment in the Fall 23-24 administration. The median IRL was 4.6.					
<b>Student Survey:</b> The vast majority of students (>90%) report that the adults in the school care about them, they receive positive feedback and encouragement, are connected with (and friends with) classmates, have teachers who hold them to high expectations and give them extra help, and meet their learning needs. SDP instructional walk-throughs have found consistent high levels of student engagement, positive and welcoming school climate, relevant and hands-on instruction.					
<b>Real-World Learning:</b> 55% of juniors completed project-based internships (the remainder completed externships), and 100% of 10th graders completed service-learning projects. This year (23-24), 50% of seniors are enrolled in non-remedial college English classes (Harrisburg University).					
<b>Competency Attainment:</b> 82% of students demonstrated grade-level competency in self-awareness, 80% in project management, 87% in problem-solving, 86 percent in collaboration, 86% in professionalism, and 91% in building and maintaining relationships (networking).					

EXECUTIVE SUMMARY

THE WORKSHOP SCHOOL

- Qualitative evaluation
  - Instructional & Operational Walkthrough: Instructional and Operational Walkthrough team members determine a school's effectiveness by reviewing school documents and observing classroom instruction based on collaborative walkthrough documents with the Effectiveness Office.
  - Instructional Rounds: Innovation Network Leadership, Innovation Network Principals, and Innovation Network Central Office Support Staff engage in instructional rounds based on a problem of practice.

QUALITATIVE DATA: INSTRUCTIONAL WALKTHROUGHS AND OPERATIONAL WALKTHROUGHS

PERFORMANCE SUMMARY [INSTRUCTION]

The table below summarizes performance by category on criteria that are conducive to effective instruction and are consistent with the academic performance measures in the contract during the 2022-2023 and 2023-2024 Instructional Walkthroughs.

CUMULATIVE SCORING GUIDE

	Did Not Meet Expectations	Nearing Expectations	Met Expectations	Exceeding Expectations
2022-2023	13-21	22-38	39-45	46-52
2023-2024	16-26	27-41	42-56	57-64

Domains	Program Performance 2022-2023	Program Performance 2023-2024
Domain I: Overall Management and School Model	Not Scored	Met Expectations: 11 of 16 Possible Points
Domain II: Instructional Delivery	Met Expectations: 22 of 28 Possible Points	Met Expectations: 20 of 28 Possible Points
Domain III: Conditions for Learning	Exceeded Expectations: 23 of 24 Possible Points	Met Expectations: 15 of 20 Possible Points
Overall Performance	Met Expectations: 45 of 52 Possible Points	Met Expectations: 46 of 64 Possible Points

AREAS OF STRENGTH

- Strong relationships between teachers and students are evident
- Teachers make lessons relevant to students by creating opportunities for students to make connections between their personal experiences and the content they are learning
- In all observed classes, students drive the learning
- Students at The Workshop School are agents of their learning
- Teachers are designing projects and learning tasks that span all levels of rigor, build academic content knowledge and skills, and provide opportunities for students to create
- Teachers at The Workshop School center student ideas in their classrooms

## EXECUTIVE SUMMARY

### THE WORKSHOP SCHOOL

#### AREAS OF GROWTH

- Domain I, Criteria 4: The School has a common language of student competencies and uses rubrics to measure and communicate students' progress on these competencies
- Domain II, Criteria 1: Teachers model the thinking and learning process

#### PERFORMANCE SUMMARY [OPERATION]

The table below summarizes the number of standards by category that met expectations consistent with contract requirements during the 2021-2022 and 2022-2023 Narrative Review/Operational Walkthroughs.

Domains	Program Performance 2021-2022	Program Performance 2022-2023
Domain I: Academic & School Climate Accountability	Met Expectations 8 of 11 Possible Points	Met Expectations 14 of 18 Possible Points
Domain II: Organizational Compliance	Did Not Meet Expectations 10 of 17 Possible Points	Met Expectations 19 of 24 Possible Points
Domain III: Accommodative & Financial Compliance	Met Expectations 3 of 4 Possible Points	Met Expectations 4 of 4 Possible Points
<b>Overall Performance</b>	<b>Did Not Meet Expectations 21 of 32 Possible Points</b>	<b>Met Expectations 37 of 46 Possible Points</b>

#### AREAS OF STRENGTH

##### DOMAIN 2: ORGANIZATIONAL COMPLIANCE

###### Category 1: Student Progress Monitoring & Reporting

**Standard: Student Level Plans** – Evidence that contractor creates, maintains, and effectively implements a student-level plan for academic or support services to reach both graduation and postsecondary success and communicates student progress to student and family for all students

##### ACT 158: DUAL ENROLLMENT, INTERNSHIPS AND EXPERIENCES

The vast majority of Workshop School students will graduate under Pathways III (CTE) and V (Evidence-based) of Act 158. Workshop used partnership development, (2022-2023):

- Director of Real-World Learning took the lead on cultivating prospective internship sites and mentors along with dual enrollment partners
- Counselor coordinates college access, supported by Talent Search
- CTE Automotive OAC ensured that the program at the Workshop School is both informed by and connected to potential employers in the automotive field

Internships are a part of 11<sup>th</sup> grade:

- Internship experiences are tracked and documented in Imblaze, WS' internship management system
- Certifications are a part of 12th grade independent project
- Utilized Graduation/Act 158 tracker
- Tracked progress on Act 158 requirements in SIS

##### REAL-WORLD LEARNING OPPORTUNITIES AND EXPERIENCES

The Workshop School has a process to (1) oversee all learning opportunities and experiences that happen outside of the school building, and (2) develop and co-facilitate in-school learning experiences that prepare students to make the transition to external learning opportunities (2022-2023):

- 21 students had been placed in internships or out-of-school career development programs during the 2022-2023 school year
- The Workshop School worked with 20 partners, and each student had a dedicated mentor at their worksite

## EXECUTIVE SUMMARY

### THE WORKSHOP SCHOOL

- o The remainder of Workshop's 11th graders who were not in the automotive program followed the full internship search process including research, networking, informational interviews and shadow days. These students received externship credit
- o Eight students completed credit bearing college classes at CCP during the 2022-2023 year
- o 30 students were enrolled in the summer WorkReady programming during 2021-2022 and intended to do the same during summer of 2022-2023
- o As part of Appendix II, Workshop provided summaries of the following projects: [What's Out There](#), [Internship](#), [Workshop Tank](#) and Senior Project.

**Standard: Diverse Learner Population** – Evidence of systems, structures and contractor policies to appropriately identify, support, and monitor instruction for special education students and English Learners (ELs)

### IEP IDENTIFICATION, EVALUATION & REVIEW

The Workshop School identified, evaluated, reviewed, and implemented IEPs timely and with fidelity, in accordance with applicable laws. Compliance RRs: 100% IEPs (2022-2023)

### STATE MANDATED MTSS TRACKER, PERMISSION TO EVALUATE AND/OR PERMISSION TO REEVALUATE TRACKERS (PTE-PTRE)

The Workshop School completed and submitted the State PTE/PTRE in time for review by the state. The SPECM worked to complete necessary documents and had the documents submitted before the state's final deadline (2022-2023)

### EL APPROPRIATE INSTRUCTIONAL SCAFFOLDING

Scaffolds for ELs were listed ([p.5](#)), and Workshop's project-based model created quality student interactions (2022-2023)

### GRADING GUIDELINES FOR DIVERSE LEARNERS (EL)

The Workshop School adhered to grading guidelines for diverse learners. [EL Grading Guidelines \(link\)](#) (2022-2023)

### GRADING GUIDELINES FOR DIVERSE LEARNERS (SPED)

The Workshop School adhered to the marking guidelines for diverse learners. [Marking Guidelines](#) document (pg. 8) (2022-2023)

## AREAS OF GROWTH

### DOMAIN I: ACADEMIC & SCHOOL CLIMATE ACCOUNTABILITY

Category I: Academic Quality

**Standard: Student Performance** – Evidence of systems and structures to ensure expected student progress in the school as defined in the SPREE are consistent with contract expectations

### POSTSECONDARY READINESS

The school had a postsecondary tracker and used Naviance to track college acceptances, but not for Future Ready Standards because of miscommunication surrounding implementation and support. Workshop should work with the District and the Network's Postsecondary Readiness Manager to obtain the expectations/tasks/requirements needed to meet the threshold for the career standards benchmark and continue to revisit the postsecondary planning process to adapt to issues (2021-2022)

Category II: School Climate Quality

**Standard: Discipline Management** – Evidence of systems, structures and contractor efforts to effectively manage student behavior and employ positive behavior intervention & supports system

### SURVEY AND REPORTS

The school administered the District Wide climate and safety survey, but did not use data to identify appropriate student supports to improve school climate. Apart from the year-end student survey, Workshop did not utilize SDP climate surveys. Workshop created their own survey and "Workshop" specific language to assess perceptions of climate, safety, engagement, and peer and adult relationships. Workshop should use data from the District Wide climate and safety survey(s) and report(s) to identify student supports needed to improve school climate and address challenges that students face with school attendance (2021-2022).

## EXECUTIVE SUMMARY

### THE WORKSHOP SCHOOL

#### DOMAIN 2: ORGANIZATIONAL COMPLIANCE

##### Category 1: Student Progress Monitoring & Reporting

**Standard: Diverse Learner Population** – Evidence of systems, structures and contractor policies to appropriately identify, support, and monitor instruction for special education students and English Learners (ELs)

##### STATE MANDATED MTSS TRACKER, PERMISSION TO EVALUATE AND/OR PERMISSION TO REEVALUATE TRACKERS (PTE-PTRE)

From the narrative submitted, “While we tracked MTSS referrals and follow up internally throughout the year, we did not use the state-mandated tracker to document these efforts.” Workshop should ensure all trackers are completed: State Mandated MTSS Tracker, Permission to Evaluate and/or Permission to Reevaluate Trackers (PTE-PTRE), (2021-2022).

##### EL IDENTIFICATION, EVALUATION & REVIEW

Not Provided – itinerant teacher named as responsible. Each School District of Philadelphia school is required to name an EL Point who is responsible for compliance and must be a full-time member of the staff, not the OMCP allocated itinerant teacher. Having a small EL population does not absolve a school of federal and state law for the identification, evaluation, and review of English learners and their academic program. Workshop should ensure an EL Point is named; must be full-time and responsible for compliance; and adhere to federal and state law for the identification, evaluation, and review of English learners and their academic program, regardless of size of EL population (2021-2022)

#### DOMAIN 3: ACCOMMODATIVE & FINANCIAL COMPLIANCE

##### Category 1: Accommodative Quality

**Standard: Facilities** – Evidence of contractor compliance with federal, state, & local regulations and contractual/statutory requirements

##### FIRE AND LOCKDOWN DRILLS

The school completed all required drills, however:

- The first fire drill did not occur within the first ten days of school – completed on September 28, 2021
- The October fire drill did not occur by the 15<sup>th</sup> of the month – completed on October 18, 2021.

The drills are all reported in Previstar but were not reported in a timely manner. Workshop should conduct and enter fire and lockdown drills in Previstar by established timeframes (2021-2022).

## SOLE SOURCE JUSTIFICATION FORM

Both Pennsylvania and federal laws and rules both require a competitive selection process to acquire goods and services using various dollar thresholds. Complete this form when requesting an exception to competitive selection requirements where only one firm has the product or service that will meet needs or specifications. Completing this form does not guarantee that the proposed vendor will be approved. It is the requestor's responsibility to provide all required information and documentation as indicated on this form.

***The Finance Office reserves the right to require a District competitive bid, or to negotiate or solicit additional information and remains the final authority on all procurement issues.***

### Part 1: General Requester Information

Project Title:			
Program Office:		Requester Name:	
		Requester Phone:	
		Requester Email:	
Proposed Funding Source:	Operating / Other Non-Grant <span style="float: right;">Grant Funds</span>		

### Part 2: Vendor Information

Proposed Supplier Name:		Contact Phone:	
		Contact Email:	

### Part 3: Brief Description of Goods and / or Services

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**Part 4: Justification.** The criteria below is applicable to all funding sources and incorporates both Pennsylvania requirements and federal requirements (2 C.F.R. § 200.320(c)). Select one or more of the following statements (check the box) why this purchase is precluded from a competitive selection process. Additional explanation is required (see following page) for any section checked below. Attach any supporting documents.

**1. *The item or service is available only from one source.*** Include the following:

- ☐ Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility or patent issues)
- ☐ How program office determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system)
- ☐ Explanation of need for contractors' expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project)
- ☐ Any additional information that would support the case

**2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.**

Include the following:

- Description of the public exigency or emergency
- Need for the contract and period of performance
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

**3. Competition is determined inadequate after solicitation of several sources.** Include the following:

- A previous competitive selection process was executed no later than the last 12 months resulting in no proposers. Provide the reference information of the unsuccessful competitive process
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

**Part 5: Explanation and Attachments.** Provide a detailed justification in the space below that supports your sole source justification. Attached additional narrative if needed. Attach relevant supporting documentation.

**Part 6: Requesting Department Approvals***Dr. Wanda W. Jenkins, 4/5/24*

Requester Signature / Date

*John H. Hannon*

4/8/2024

Chief Signature / Date

**Part 7 Disposition.** Grant Compliance approval required for all grant sole source determinations

Procurement:	Approved	Denied	Procurement Signature / Date:
Grant Compliance:	Approved	Denied	Compliance Signature / Date:



## **Action Item - 50.**

### **Title: Approval of Act 80 Exception - Instructional Time Board of Education**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to submit to the Pennsylvania Department of Education a Request for Approval of Act 80 Exceptions based upon Section 1504 of the Public School Code (Act 80), permitting certain scheduled activities to count as pupil instructional time so that the District meets the requirement of at least 180 days of instruction or the required daily school hours, for the 2023-2024 school year.

#### **Justification:**

The Pennsylvania School Code requires that elementary and secondary programs consist of 180 days of instruction or 900 hours at the elementary level or 990 hours at the secondary level. The Request for Section 1504 (Act 80) Exception Days provides the District with the flexibility to meet the 180 day instructional day requirement, avoiding basic education subsidy penalties, as long as a minimum of 900 elementary and 990 secondary instructional hours are provided. Should any schools fall below the required instructional hour minimum an adjustment in bell schedules or calendar may be necessary to avoid penalties. The District still must comply with the minimum hours prescribed by state law. Failure to authorize Act 80 days would jeopardize basic education subsidies if the number of instructional days fell below 180 due to unscheduled and/or unforeseen emergencies or inclement weather.

**Office Originating Request:** Schools

## **Action Item - 51.**

### **Title: Contract with Kompan - Olney Elementary Playground (\$110,000)**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Kompan Inc.

**Purpose:**

To purchase and install a playground.

**Start date:** 6/28/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$110,000

**Location:**

Olney Elementary School

**Renewal Options:** No

**Description:**

Olney Elementary is a K-8 school that currently serves approximately 700 students. Currently, the schoolyard does not have adequate space for recess. The proposed playground improvements would create a much more engaging and stimulating environment for all Olney Elementary students. The playground would promote more and varied opportunities for positive play enjoyment and support all of the school's students by providing an enriching experience.

How is this work connected to the District's plan to achieve Goals & Guardrails?

Guardrail #1 states: our schools will be "spaces with inclusive climates that provide students with access to robust social, emotional and mental health supports." Recess is critical to our students; health (physical, emotional, and mental), and this space facilitates the creation of the kind of space described above. Guardrail #2 states, "every student will have a well-rounded education including arts, athletics, and other co-curricular opportunities, integrated into the school experience." Our ability to offer athletic or any other physical education depends on having a

viable outdoor space.

How will the success of this contract be measured?

The success will be measured by the installation of a safe and usable outdoor space that expands our ability to engage students in play and learning. Success in building a playground can be measured through indicators such as increased usage rates, observed social interactions among children, and feedback from caregivers and community members regarding the positive impact on children's physical activity levels, social skills, and overall well-being.

When applicable, is this an evidence based strategy? If so, what evidence exists to support this approach?

Research highlights the many benefits that result from high-quality recess, and identifies the characteristics of high-quality recess. High-quality recess requires safe physical space, adult supervision, and planning and organization of play activities. The importance of high-quality recess as part of the school day is that it not only provides physical activity, but also can facilitate social and emotional learning through peer interaction. Research shows recess contributes to students' attentiveness and productivity in the classroom and improves overall school climate. The new play structure is critical to student success in and outside of the classroom.

When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how? selection process? If so, what groups and how?

Olney Elementary's administration engaged parents, community members, students, and teachers through surveys to determine whether a playground should be prioritized, the type of specific playground to purchase and the company that was best to complete the project.

**Funding Source(s):**  
FY23-24 Operating

**Office Originating Request:** Schools

**Action Item - 52.**

**Title: Capital Award for ADA Bathroom Modernization at George W. Childs School (\$2,247,272) - Added 6.10.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform separate contracts with the lowest responsible bidders, subject to funding, as follows:

**With:**

Robert Michaels & Associates, Inc.  
GEM Mechanical Services, Inc.  
John J Bee, Inc.  
Hyde Electric Corporation

**Purpose:**

to renovate existing toilet rooms and receive new ADA-compliant entries

**Start date:** 6/28/2024

**End date:** 3/30/2027

**Compensation not to exceed:** \$2,247,272

**Separate Compensation by Vendor:**

Robert Michaels & Associates, Inc. - GC - \$1,217,770  
Gem Mechanical Services, Inc. - MC - \$200,000  
John J. Bee, Inc. - PC - \$454,000  
Hyde Electric Corporation - EC - \$375,502

**Location:**

Childs, George W. School;

**Renewal Options:** No

**Description:**

- Why is this contract needed?

This project includes the full renovation of (8) existing restrooms within G.W. Childs School. The restrooms are receiving new ADA-compliant entries, water closets, lavatories, urinals, water bottle filling stations, new flooring, and wall finishes, along with new light fixtures, local mechanical exhaust, and new domestic and sanitary risers,

stacks, and laterals.

- How is this work connected to the District's plan to achieve Goals & Guardrails?

Guardrail 1: Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

- How will the success of this contract be measured?

The success of this project will be measured by the completion of the construction work indicated within the stated construction schedule in the contract documents in a timely manner.

The Office of Minority and Small Business (OMSBD) will review and verify MWBE compliance in this contract by verifying monthly or quarterly spending reports for verification and potential auditing. Then, OMSBD will track the spending through our contract compliance checks. The OMSBD will then report to internal and external stakeholders.

**Funding Source(s):**

Capital Budget FY 23-24

Capital Budget FY 24-25

Capital Budget FY 25-26

Capital Budget FY 26-27

**Office Originating Request:** Operations - Capital Programs

**ATTACHMENTS:**

**Description**

Bid Tabs

MWBE Participation Details

**Type**

Supporting Document

Supporting Document

SPECIFICATION: NG10471; Contract No. 2022-049-E

BID DATE: 5/23/2024

NUMBER OF ADDENDA ISSUED: 4

TITLE: BATHROOM RENOVATIONS-REBID at GEORGE W.  
CHILDS SCHOOL EC

LOCATION: 1599 WHARTON STREET (Mail), 1235 SOUTH 16TH STREET (Permit)  
PHILADELPHIA, PENNSYLVANIA 19146

CONTRACTOR	BID AMOUNT	REMARKS
Hyde Electric Corporation	\$ 375,502	**

SPECIFICATION: NG10470; Contract No. 2022-049-P

BID DATE: 5/23/2024

NUMBER OF ADDENDA ISSUED: 4

TITLE: BATHROOM RENOVATIONS-REBID at GEORGE W. CHILDS SCHOOL PC

LOCATION: 1599 WHARTON STREET (Mail), 1235 SOUTH 16TH STREET (Permit)  
PHILADELPHIA, PENNSYLVANIA 19146

CONTRACTOR	BID AMOUNT	REMARKS
John J Bee Inc	\$ 454,000	**
Chadwick Service Company	\$ 469,000	
Dolan Mechanical, Inc.	\$ 608,000	
Edward J. Meloney, Inc.	\$ 646,000	
GEM Mechanical Services, Inc.	\$ 800,000	

SPECIFICATION: NG10469; Contract No. 2022-049-M

BID DATE: 5/23/2024

NUMBER OF ADDENDA ISSUED: 4

TITLE: BATHROOM RENOVATIONS-REBID at GEORGE W.  
CHILDS SCHOOL MC

LOCATION: 1599 WHARTON STREET (Mail), 1235 SOUTH 16TH STREET (Permit)  
PHILADELPHIA, PENNSYLVANIA 19146

CONTRACTOR	BID AMOUNT	REMARKS
GEM Mechanical Services, Inc.	\$ 200,000	**
Allstates Mechanical, Ltd.	\$ 251,900	



SPECIFICATION: NG10468; Contract No. 2022-049-G

BID DATE: 5/23/2024

NUMBER OF ADDENDA ISSUED: 4

TITLE: BATHROOM RENOVATIONS-REBID at GEORGE W.  
CHILDS SCHOOL GC

LOCATION: 1599 WHARTON STREET (Mail), 1235 SOUTH 16TH STREET (Permit)  
PHILADELPHIA, PENNSYLVANIA 19146

CONTRACTOR	BID AMOUNT	REMARKS
Robert Michaels & Associates Inc	\$ 1,217,770	**
DK CLEANING CONTRACTING, LLC	\$ 1,288,000	
Torrado Construction Co., Inc.	\$ 1,397,000	
Magnum, Inc	\$ 1,574,000	
Smith Construction Inc.	\$ 1,916,000	

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, Robert Michaels and Associates {Company Name}, do hereby acknowledge and agree to the following:

1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy [612 Business Diversity in the Procurement of Materials and Contracted Services](#) further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt an vendor or contractor from Board policy enforcement.

Company Name: Robert Michaels and Associates

Company Representative: Glenn Kucher

Signature: *Glenn Kucher*

Title: Vice President

Date: 05/22/24

Company's Compliance Officer:

Glenn Kucher

Email Address of Company's Compliance Officer:

gkucher@robertmichaelsinc.com


**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

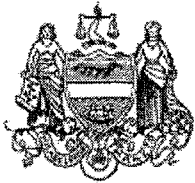
**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

I. Information in this section refers to the Prime Contractor/Vendor.

<b>Company Name:</b>		Robert Michaels and Associates		<b>Federal Tax ID:</b>		233037812	
<b>Address:</b>		172 Chestnut dr		<b>Phone Number:</b>		215-355-4032	
<b>City:</b>		Richboro		<b>State:</b>		PA	
				<b>Zip Code:</b>		18954	
<b>DBA (if applicable):</b>				<b>Fax Number:</b>			
<b>Primary Contact Person:</b>		Glenn Kucher		<b>Primary Contact Email:</b>		gkucher@robertmichaelsinc.com	
<b>Compliance Contact:</b>		Gina Campbell		<b>Compliance Contact Email:</b>		gcampbell@robertmichaelsinc.com	
<b>Bid Number:</b>		Bid.No.10345		<b>Bid Submission Due Date:</b>		5/21/2024	
<b>Contract Amount:</b>		\$1,217,770.00		<b>Contract Overall M/WBE Goal:</b>		30-35%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input checked="" type="checkbox"/> None - not applicable							
<b>Authorized Representative Signature:</b>		<i>gina campbell</i>					
<b>Print Name:</b>		Gina Campbell					
<b>Title:</b>		Office Manager		<b>Date:</b>		05/16/2024	
<b>Certifying Agency</b>				<b>Certification No.</b>			

I  
Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		RAMOS & ASSOCIATES		Federal Tax ID:		23 22 16911	
Address:		300 DOMINO LA		Phone Number:		215 482 2800	
City:		PHILA		State:		PA	
				Zip Code:		19128	
DBA (if applicable):				Fax Number:		215 482 8789	
Primary Contact Person:		JOSE L RAMOS		Primary Contact Email:		RAMOSASSOC@AOL.COM	
Compliance Contact:		PAUL N REIBOLD		Compliance Contact Email:		RAMOSASSOC@AOL.COM	
Description of Services Provided:		Masonry/Demo					
Approximate \$ amount of Subcontract:		\$95,000.00		Subcontract % of Total Contract Amount:		8%	
Diversity Business Certification(s): Check all that apply. <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: CITY PHILA # 111147							
Authorized Representative Signature:							
Print Name:		PAUL N REIBOLD					
Title:		CONTROLLER		Date:		5/21/24	



# CITY OF PHILADELPHIA

**COMMERCE DEPARTMENT**  
1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

**LYNN T. NEWSOME**  
Deputy Commerce Director  
Office of Economic Opportunity  
Lynn.T.Newsoms@phila.gov

August 22, 2023

Mr. Jose Ramos  
Ramos & Associates, Inc.  
300 Domino Lane  
Philadelphia, PA 19128

**RE:**

**CERTIFICATION DATE:** August 22, 2023  
**EXPIRATION DATE:** August 31, 2024  
**CERTIFICATION STATUS:** Minority Business Enterprise (MBE)  
**REGISTRATION NUMBER:** 111147

Dear Mr. Jose Ramos:

CONGRATULATIONS!!! We are pleased to inform you that Ramos & Associates, Inc. has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. Ramos & Associates, Inc. will remain on the City's Registry as long as the certification is current and your firm remains in good standing. Please note, it is imperative that the certification/registration be renewed no later than three months after the certification expires. OEO will deactivate your OEO Registry listing three months after the certification expires. (Example - certification/registration expires 1/1/22, on 4/1/22 your business profile will be deactivated from the OEO Registry).

Your placement in the OEO Registry offers you the following competitive advantages:

1. Free Advertisement 365 days a year. Now that your company is part of the OEO Registry, your company will be viewed by over 50 City of Philadelphia departments, in addition to for-profit, non-profit and private industries.
2. The Office of Business Services (OBS) is the City's one-stop-shop for all business related services. OBS can assist you with a wide range of issues, from navigating the permit process to identifying loan programs for which you may qualify. Please call 215-683-2100 for more information on how OBS may be of service.
3. When your firm is competitively selected and utilized for City of Philadelphia contracts, based on how you are certified (either MBE, WBE or DSBE) your certification can be counted towards the MBE/ WBE/DSBEs participation ranges.
4. Contractors, subcontractors, and professionals who are seeking vibrant and capable MBE/WBE/DSBEs for contracting opportunities, use the OEO Registry. Being part of the OEO Registry increases your ability to compete for private and public procurement opportunities.

Please inform us if there are any material changes to your certification. These changes may include but are not limited to:

1. your company name;

2. contact information;
3. change in ownership, sale or dissolution of your business;
4. NAICS Codes/services that you are **certified** to provide; and/or
5. loss of certification

Please note that OEO will not list NAICS Codes for your firm unless those codes have been provided by your approved certifying entity. If you desire additional NAICS codes, you must obtain them from your approved certifying entity that will evaluate whether your firm has demonstrated requisite control and legitimate capacity for the additional type of work or supply effort. If your firm is identified for work or supply effort on a City bid without the corresponding NAICS Code in the OEO Registry, the work/supply effort will not receive credit.

In addition to being part of the OEO Registry, if your business is headquartered in Philadelphia, we strongly encourage you to apply to the City's Procurement Department to become a certified Local Business Entity (LBE) with the City of Philadelphia. Being a certified LBE provides Philadelphia based businesses with the advantage of as preferred vendor status and being eligible for a bid preference on some City contracts.

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

**NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION**

**NAICS 237310: HIGHWAY, STREET, AND BRIDGE CONSTRUCTION**


**NAICS 238110: POURED CONCRETE FOUNDATION AND STRUCTURE CONTRACTORS**

**NAICS 238910: SITE PREPARATION CONTRACTORS**

For more information about what OEO and the Philadelphia Department of Commerce can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). Also, please visit the <https://contracts.phila.gov/#/> for current City of Philadelphia contracting opportunities.

If you have any questions, feel free to give us a call at 215-683-2071.

Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Michelle Price, Director, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)

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T

Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

<b>Company Name:</b>		Smith Flooring Inc		<b>Federal Tax ID:</b>		205-171333	
<b>Address:</b>		903 Townsend Street		<b>Phone Number:</b>		610-497-9758	
<b>City:</b>		Chester		<b>State:</b>	PA	<b>Zip Code:</b>	19013
<b>DBA (if applicable):</b>				<b>Fax Number:</b>		610-497-5201	
<b>Primary Contact Person:</b>		Joseph DiGiorgio		<b>Primary Contact Email:</b>		jddigiorgio@smithflooringinc.com	
<b>Compliance Contact:</b>		Kristin Smith		<b>Compliance Contact Email:</b>		ksmith@smithflooringinc.coA	
<b>Description of Services Provided:</b>		Supply and install ceramic tile and VCT					
<b>Approximate \$ amount of Subcontract:</b>		\$59,500.00		<b>Subcontract % of Total Contract Amount:</b>		2%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
<b>Diversity Business Certification to be used on this contract (select one):</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
<b>Diversity Business Certifying Agency:</b> <u>EMSDC</u>							
<b>Authorized Representative Signature:</b>		<i>Kristin Smith</i>					
<b>Print Name:</b>		Kristin Smith					
<b>Title:</b>		President		<b>Date:</b>		5/22/24	



THIS CERTIFIES THAT

# Smith Flooring, Inc.

dba Trimark Facility Services



\* Nationally certified by the: **EASTERN MINORITY SUPPLIER DEVELOPMENT COUNCIL**

\*NAICS Code(s): 238390; 238330; 236220

\* Description of their product/services as defined by the North American Industry Classification System (NAICS)

01/04/2024

**Issued Date**

PT01149

**Certificate Number**

12/31/2024

**Expiration Date**

A handwritten signature in black ink, appearing to read "Ying McGuire", is positioned above the name and title of the NMSDC CEO and President.

**Ying McGuire**  
NMSDC CEO and President

A handwritten signature in black ink, appearing to read "Brian K. Oglesby", is positioned above the name and title of the Interim President.


**Brian K. Oglesby, Interim President**

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

*Certify, Develop, Connect, Advocate.*

\* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

I  
Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		RAMOS & ASSOCIATES		Federal Tax ID:		23 22 16911	
Address:		300 DOMINO LA		Phone Number:		215 482 2800	
City:		PHILA		State:		PA	
				Zip Code:		19128	
DBA (if applicable):				Fax Number:		215 482 8789	
Primary Contact Person:		JOSE L RAMOS		Primary Contact Email:		RAMOSASSOC@AOL.COM	
Compliance Contact:		PAUL N REIBOLD		Compliance Contact Email:		RAMOSASSOC@AOL.COM	
Description of Services Provided:		Masonry/Demo					
Approximate \$ amount of Subcontract:		\$95,000.00		Subcontract % of Total Contract Amount:		8%	
Diversity Business Certification(s): Check all that apply. <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: CITY PHILA # 111147							
Authorized Representative Signature:							
Print Name:		PAUL N REIBOLD					
Title:		CONTROLLER		Date:		5/21/24	

THIS CERTIFIES THAT

# Ramos & Associates, Inc



\* Nationally certified by the: **EASTERN MINORITY SUPPLIER DEVELOPMENT COUNCIL**

\*NAICS Code(s) : 237310; 238110; 238910; 237110

\* Description of their product/services as defined by the North American Industry Classification System (NAICS)

08/14/2023

Issued Date

PT02973

Certificate Number

08/31/2024

Expiration Date

  
Ying McGuire  
NMSDC CEO and President

  
Brian K. Oglesby, Interim President

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

*Certify, Develop, Connect, Advocate.*

\* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

Certification Application Approved - 243742

From: Eastern Minority Supplier Development Council (relay@adaptone.com)

To: ramosassoc@aol.com

Date: Monday, August 14, 2023 at 10:38 AM EDT



Dear Jose L Ramos,

On behalf of the Eastern Minority Supplier Development Council and the NMSDC, I want to inform you that Ramos & Associates, Inc has been certified as a Minority Business Enterprise (MBE) and has been added to NMSDC CENTRAL®, the MBE database.

Ramos & Associates, Inc has met the certification requirements set forth by NMSDC as of this date. Please keep us informed of any changes in ownership, management and control that would affect your MBE certification. Eligibility changes not reported to the Eastern Minority Supplier Development Council could result in loss of immediate certification.

Attached is your Certificate and additional information that you will need in order to maximize your MBE certification. Using the included certificate, we would advise you to register on the supplier portal of those the major corporations with which you want to conduct business prior to attempting to solicit them.

Also, be sure and check the Eastern Minority Supplier Development Council and link website for upcoming events that may be beneficial to you.

Sincerely,

Mr. Brian Oglesby

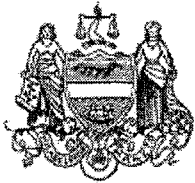
Interim President/CEO  
Eastern MSDC  
certification@emsd.org

Eastern Minority Supplier Development Council  
2000 Hamilton Street, Suite 308 Philadelphia, PA 19130  
(215) 569-1005  
certification@EMSDC.org

This is an automated message. Please do not reply to this message. For assistance, please contact Eastern Minority Supplier Development Council (an affiliate of the National Minority Supplier Development Council)

[Certificate](#)

[Privacy Policy](#) | [Terms of Use](#) | AdaptOne ©2022



# CITY OF PHILADELPHIA

**COMMERCE DEPARTMENT**  
1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

**LYNN T. NEWSOME**  
Deputy Commerce Director  
Office of Economic Opportunity  
Lynn.T.Newsoms@phila.gov

August 22, 2023

Mr. Jose Ramos  
Ramos & Associates, Inc.  
300 Domino Lane  
Philadelphia, PA 19128

**RE:**

**CERTIFICATION DATE:** August 22, 2023  
**EXPIRATION DATE:** August 31, 2024  
**CERTIFICATION STATUS:** Minority Business Enterprise (MBE)  
**REGISTRATION NUMBER:** 111147

Dear Mr. Jose Ramos:

CONGRATULATIONS!!! We are pleased to inform you that Ramos & Associates, Inc. has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. Ramos & Associates, Inc. will remain on the City's Registry as long as the certification is current and your firm remains in good standing. Please note, it is imperative that the certification/registration be renewed no later than three months after the certification expires. OEO will deactivate your OEO Registry listing three months after the certification expires. (Example - certification/registration expires 1/1/22, on 4/1/22 your business profile will be deactivated from the OEO Registry).

Your placement in the OEO Registry offers you the following competitive advantages:

1. Free Advertisement 365 days a year. Now that your company is part of the OEO Registry, your company will be viewed by over 50 City of Philadelphia departments, in addition to for-profit, non-profit and private industries.
2. The Office of Business Services (OBS) is the City's one-stop-shop for all business related services. OBS can assist you with a wide range of issues, from navigating the permit process to identifying loan programs for which you may qualify. Please call 215-683-2100 for more information on how OBS may be of service.
3. When your firm is competitively selected and utilized for City of Philadelphia contracts, based on how you are certified (either MBE, WBE or DSBE) your certification can be counted towards the MBE/ WBE/DSBEs participation ranges.
4. Contractors, subcontractors, and professionals who are seeking vibrant and capable MBE/WBE/DSBEs for contracting opportunities, use the OEO Registry. Being part of the OEO Registry increases your ability to compete for private and public procurement opportunities.

Please inform us if there are any material changes to your certification. These changes may include but are not limited to:

1. your company name;



2. contact information;
3. change in ownership, sale or dissolution of your business;
4. NAICS Codes/services that you are certified to provide; and/or
5. loss of certification

Please note that OEO will not list NAICS Codes for your firm unless those codes have been provided by your approved certifying entity. If you desire additional NAICS codes, you must obtain them from your approved certifying entity that will evaluate whether your firm has demonstrated requisite control and legitimate capacity for the additional type of work or supply effort. If your firm is identified for work or supply effort on a City bid without the corresponding NAICS Code in the OEO Registry, the work/supply effort will not receive credit.

In addition to being part of the OEO Registry, if your business is headquartered in Philadelphia, we strongly encourage you to apply to the City's Procurement Department to become a certified Local Business Entity (LBE) with the City of Philadelphia. Being a certified LBE provides Philadelphia based businesses with the advantage of as preferred vendor status and being eligible for a bid preference on some City contracts.

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

**NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION**

**NAICS 237310: HIGHWAY, STREET, AND BRIDGE CONSTRUCTION**


**NAICS 238110: POURED CONCRETE FOUNDATION AND STRUCTURE CONTRACTORS**

**NAICS 238910: SITE PREPARATION CONTRACTORS**

For more information about what OEO and the Philadelphia Department of Commerce can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). Also, please visit the <https://contracts.phila.gov/#/> for current City of Philadelphia contracting opportunities.

If you have any questions, feel free to give us a call at 215-683-2071.


Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Michelle Price, Director, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)

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7 Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:	Spectrum Building Products LLC			Federal Tax ID:	87-3309587	
Address:	1002 Ridgewood Ln			Phone Number:	610-308-2063	
City:	West Chester	State:	PA	Zip Code:	19382	
DBA (if applicable):				Fax Number:		
Primary Contact Person:	Joan Grande			Primary Contact Email:	joan@spectrumarchproducts.com	
Compliance Contact:	Joan Grande			Compliance Contact Email:	joan@spectrumarchproducts.com	
Description of Services Provided:	Equipment / Materails					
Approximate \$ amount of Subcontract:	\$250,240.00		Subcontract % of Total Contract Amount:	20%		
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable						
<b>Diversity Business Certification to be used on this contract (select one):</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)						
Diversity Business Certifying Agency: <u>SEPTA</u>						
Authorized Representative Signature:						
Print Name:	Joan Grande					
Title:	Managing Member			Date:	05/20/2024	





# CITY OF PHILADELPHIA

**COMMERCE DEPARTMENT**

1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

**LYNN T. NEWSOME**

Deputy Commerce Director  
Office of Economic Opportunity  
Lynn.T.Newsoms@phila.gov

June 28, 2023

Mrs Joan Grande  
Spectrum Building Products LLC  
1002 Ridgewood Ln  
West Chester, PA 19382

**RE:**

**CERTIFICATION DATE: June 28, 2023**  
**EXPIRATION DATE: July 8, 2024**  
**CERTIFICATION STATUS: Women Business Enterprise (WBE)**  
**REGISTRATION NUMBER: 113264**

Dear Mrs Joan Grande:

CONGRATULATIONS!!! We are pleased to inform you that Spectrum Building Products LLC has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. Spectrum Building Products LLC will remain on the City's Registry as long as the certification is current and your firm remains in good standing. Please note, it is imperative that the certification/registration be renewed no later than three months after the certification expires. OEO will deactivate your OEO Registry listing three months after the certification expires. (Example - certification/registration expires 1/1/22, on 4/1/22 your business profile will be deactivated from the OEO Registry).

Your placement in the OEO Registry offers you the following competitive advantages:

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3. When your firm is competitively selected and utilized for City of Philadelphia contracts, based on how you are certified (either MBE, WBE or DSBE) your certification can be counted towards the MBE/ WBE/DSBEs participation ranges.
4. Contractors, subcontractors, and professionals who are seeking vibrant and capable MBE/WBE/DSBEs for contracting opportunities, use the OEO Registry. Being part of the OEO Registry increases your ability to compete for private and public procurement opportunities.

Please inform us if there are any material changes to your certification. These changes may include but are not limited to:

1. your company name;

2. contact information;
3. change in ownership, sale or dissolution of your business;
4. NAICS Codes/services that you are **certified** to provide; and/or
5. loss of certification

Please note that OEO will not list NAICS Codes for your firm unless those codes have been provided by your approved certifying entity. If you desire additional NAICS codes, you must obtain them from your approved certifying entity that will evaluate whether your firm has demonstrated requisite control and legitimate capacity for the additional type of work or supply effort. If your firm is identified for work or supply effort on a City bid without the corresponding NAICS Code in the OEO Registry, the work/supply effort will not receive credit.

In addition to being part of the OEO Registry, if your business is headquartered in Philadelphia, we strongly encourage you to apply to the City's Procurement Department to become a certified Local Business Entity (LBE) with the City of Philadelphia. Being a certified LBE provides Philadelphia based businesses with the advantage of as preferred vendor status and being eligible for a bid preference on some City contracts.

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

**NAICS 425120: WHOLESALE TRADE AGENTS AND BROKERS**

**NAICS 444180: OTHER BUILDING MATERIAL DEALERS**

For more information about what OEO and the Philadelphia Department of Commerce can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). Also, please visit the <https://contracts.phila.gov/#/> for current City of Philadelphia contracting opportunities.

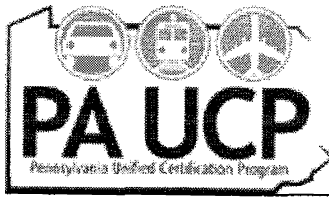
If you have any questions, feel free to give us a call at 215-683-2071.

Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Michelle Price, Director, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)



Southeastern Pennsylvania Transportation Authority  
DBE Program Office  
1234 Market Street - 11<sup>th</sup> Floor  
Philadelphia, PA 19107-3780  
Telephone: (215) 580 -7278  
Fax: (215) 580 -7261  
Web Site: [www.septa.org](http://www.septa.org)



April 25, 2024

Joan Grande  
Spectrum Building Products LLC  
1002 Ridgewood Ln  
West Chester, PA 19382

RE: Pennsylvania Unified Certification Program  
DBE Certification Approval

Disadvantaged Business Enterprise (DBE) Certification # 20860397  
Anniversary Date - Annually on Apr 25

Dear Joan Grande:

The Southeastern Pennsylvania Transportation Authority, a certifying participant in the Pennsylvania Unified Certification Program (PA UCP), has reviewed your request for certification as a Disadvantaged Business Enterprise (DBE) and is pleased to inform you that your firm appears to meet the requirements established by the United States Department of Transportation in Title 49, Part 26 of the Code of Federal Regulations. Consequently, your firm is certified as a Disadvantaged Business Enterprise (DBE) to participate in the program in the following classification(s) only:

NAICS Code(s): NAICS 444180: OTHER BUILDING MATERIAL DEALERS

DBE certification continues from the date of this letter but is contingent upon you completing the Annual No Change Affidavit by your anniversary date each year. The Annual No Change Affidavit can be completed online at <https://septa.dbesystem.com/>. Please note that the responsibility to assure continued certification is yours. Failure to complete your annual requirement will result in immediate action to decertify the firm. DBE certification does not expire consistent with 49 CFR Part 26.83(h) and an expiration date should not be requested. Furthermore, physical certification letters should not be requested or required of you. Verification of your firm's ACDBE eligibility should be done via the PA UCP database which can be found at [www.paucp.dbesystem.com](http://www.paucp.dbesystem.com).

The PA UCP database is updated in real time and represents the most accurate listing of certified DBEs in the Commonwealth of Pennsylvania. If documentation of your firm's eligibility is required, a dated screenshot of your firm, as it appears in the database, should be utilized.

In the event of a change in circumstances affecting your ability to meet size, disadvantage, ownership, and control requirements of Part 26 or any material change in the information provided in your application form; you must inform the PA UCP by means of a Notice of Change Affidavit describing in detail the nature of such changes. You must submit a Notice of Change Affidavit (also available online) within 30 days of the occurrence of the change. Failure to do so will be deemed a failure to cooperate.

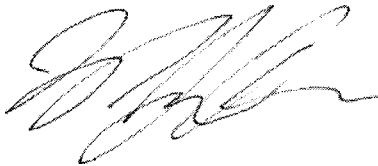
We would also remind you that the PA UCP reserves the right to review your firm at any time to ensure compliance with the program.

Supplier firms that wish to act as a regular dealer must be aware that regular dealer credit cannot be given for drop shipments.

Certified firms with a "trucking" classification must be aware that certain conditions must be met in order to be considered commercially useful. Foremost, the DBE trucking firm must be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular contract, and there cannot be a contrived arrangement for the purpose of meeting DBE goals. The DBE trucking firm must itself own and operate at least one fully licensed, insured, and operational truck used on the contract. For a full list of these conditions, consult Part 26.55 (d)(1) through (6) of the aforementioned regulations.

We are pleased to have you as a Disadvantaged Business Enterprise and wish you success in acquiring work within the DBE program. If you have any questions, please contact this office 215-580-7019.

Sincerely,

A handwritten signature in black ink, appearing to read 'Muschi Jean-Baptiste', with a stylized, cursive script.

Muschi Jean-Baptiste  
Director  
DBE Program Office



**SEPTA**  
**DBE Program Office**

Southeastern Pennsylvania Transportation Authority

1234 Market Street • Philadelphia, PA 19107-3780

*1234 Market Street, 11<sup>th</sup> Floor*  
*Philadelphia, PA 19107-3780*

April 25, 2024

Joan Grande  
Spectrum Building Products LLC  
1002 Ridgewood Ln  
West Chester, PA 19382

RE: Small Business Enterprise (SBE) Certification Approval

Small Business Enterprise (SBE) Certification # 20860397  
Anniversary Date - Annually on Apr 25

Dear Entrepreneur:

The Southeastern Pennsylvania Transportation Authority's (SEPTA) DBE Program Office has reviewed your application for certification as a Small Business Enterprise (SBE). We are pleased to inform you that appears to meet the requirements of SEPTA's SBE Program, a component of its DBE Program. Accordingly, your firm is now eligible to participate as an SBE in the following classification(s):

**North American Industry Classification System (NAICS) Codes**  
**NAICS 444180: OTHER BUILDING MATERIAL DEALERS**

SBE eligibility continues from the date of this letter, but is contingent upon the firm renewing its status annually with our office. You will be notified via our online certification system when it is time to submit your renewal. However, it is ultimately the firm's responsibility to ensure the required documents are submitted timely. Failure to comply with the annual review process will result in immediate action to remove the firm's SBE status.

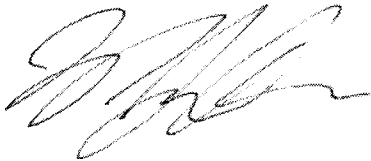
As long as your firm remains eligible, it will be listed in SEPTA's SBE Directory. In order to maintain an accurate directory, we are requesting that you make the DBE Program Office aware of any changes in your contact information (e.g., address, telephone number, email address, etc.). If you wish to expand the scope of services/products the firm provides, you must contact the DBE Program Office for reevaluation.

Joan Grande  
Spectrum Building Products LLC  
SBE Certification Approval  
April 25, 2024  
Page 2

In the event of a change in circumstances that may affect your SBE status, or any material change in the information provided on your application, you must inform the DBE Program Office immediately, describing in detail the nature of such changes. Failure to notify SEPTA's DBE Program Office within 30 days of the occurrence of the change will be deemed a failure to cooperate. We reserve the right to review your firm at any time to ensure compliance with the program requirements.

We are pleased to have you participate in SEPTA's Small Business Enterprise Program and wish you continued success. If you have any questions, please contact the DBE Program Office at 215-580-7278, or via email ([DBEProgram@septa.org](mailto:DBEProgram@septa.org)).

Sincerely,

A handwritten signature in black ink, appearing to read 'Muschi Jean-Baptiste', with a stylized, cursive script.

Muschi Jean-Baptiste  
Director  
DBE Program Office

# WBENC

WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

## National Women's Business Enterprise Certification

to

Spectrum Building Products LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: July 8, 2022

Expiration Date: July 8, 2024

WBENC National Certification Number: WBE2201637

WBENC National WBE Certification was processed and validated by Women's  
Business Enterprise Center - East, a WBENC Regional Partner Organization.



Authorized by Elizabeth M. Walsh, President  
Women's Business Enterprise Center - East

**WBENC**EAST  
WOMEN'S BUSINESS ENTERPRISE CENTER  
JOIN FORCES. SUCCEED TOGETHER.

NAICS: 425120, 444180  
UNSPSC: 30151900, 30160000, 30161500, 30161600, 30161601



Great Lakes  
Women's  
Business  
COUNCIL

GREATER  
WOMEN'S  
BUSINESS  
COUNCIL

WOMEN'S  
BUSINESS  
COUNCIL  
SOUTHWEST

WBENC METRONY  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC GLADIATOR  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBEA

WBENC FLORIDA  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC ORV  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC PACIFIC  
WOMEN'S BUSINESS ENTERPRISE CENTER

WOMEN'S  
BUSINESS  
DEVELOPMENT  
CENTER

WBENC SOUTH  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC WEST  
WOMEN'S BUSINESS ENTERPRISE CENTER

I  
Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:	Robert Ganter Contractors, Inc.,	Federal Tax ID:	23-3029454		
Address:	595 E. Pumping Station Road	Phone Number:	215 538-3540		
City:	Quakertown	State:	PA	Zip Code:	18951
DBA (if applicable):		Fax Number:			
Primary Contact Person:	Donna M Ganter, President	Primary Contact Email:	dganter@gantercontractors.com		
Compliance Contact:		Compliance Contact Email:			
Description of Services Provided:	Dumpsters, materials and equipment				
Approximate \$ amount of Subcontract:	\$2,500.00	Subcontract % of Total Contract Amount:	2%		
Diversity Business Certification(s): <i>Check all that apply.</i> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
Diversity Business Certification to be used on this contract (select one): <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)					
Diversity Business Certifying Agency: <u>WBENC</u>					
Authorized Representative Signature:					
Print Name:	Donna M. Ganter				
Title:	President	Date:	5/23/24		



THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

# WBENC

WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

## National Women's Business Enterprise Certification

to

Robert Ganter Contractors Inc.

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).  
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: November 12, 2003  
Expiration Date: November 11, 2024  
WBENC National Certification Number: 252556

WBENC National WBE Certification was processed and validated by Women's  
Business Enterprise Center - East, a WBENC Regional Partner Organization.



Authorized by Elizabeth M. Walsh, President  
Women's Business Enterprise Center - East

**WBENC EAST**  
WOMEN'S BUSINESS ENTERPRISE CENTER

NAICS: 238160, 238170, 238390  
UNSPSC: 30151510, 72152600, 72152604



Great Lakes  
Women's  
Business  
COUNCIL



WBENC METRONY  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC METROPOLIS  
WOMEN'S BUSINESS ENTERPRISE CENTER



WBENC FLORIDA  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC ORV  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC PACIFIC  
WOMEN'S BUSINESS ENTERPRISE CENTER



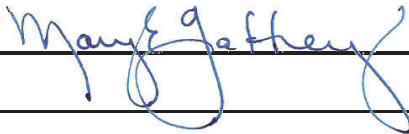
WBENC SOUTH  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC WEST  
WOMEN'S BUSINESS ENTERPRISE CENTER

**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

I. Information in this section refers to the Prime Contractor/Vendor.

<b>Company Name:</b>		GEM Mechanical Services, Inc.		<b>Federal Tax ID:</b>		23-2937502	
<b>Address:</b>		5101 Birney Highway		<b>Phone Number:</b>		610-361-9667	
<b>City:</b>		Aston		<b>State:</b>		PA	
				<b>Zip Code:</b>		19014	
<b>DBA (if applicable):</b>				<b>Fax Number:</b>		610-361-9677	
<b>Primary Contact Person:</b>		Mary E. Gaffney		<b>Primary Contact Email:</b>		mary@gemmsi.com	
<b>Compliance Contact:</b>		Mary E. Gaffney		<b>Compliance Contact Email:</b>		mary@gemmsi.com	
<b>Bid Number:</b>		NG-10471		<b>Bid Submission Due Date:</b>		05/21/2024	
<b>Contract Amount:</b>		\$ 495,000.00		<b>Contract Overall M/WBE Goal:</b>		30%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
<b>Authorized Representative Signature:</b>							
<b>Print Name:</b>		Mary E. Gaffney					
<b>Title:</b>		President		<b>Date:</b>		05/21/2024	
<b>Certifying Agency</b>		City of Philadelphia OEO		<b>Certification No.</b>		8183070GC	



# CITY OF PHILADELPHIA

**COMMERCE DEPARTMENT**

1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

**IOLA HARPER**

Deputy Commerce Director  
Office of Economic Opportunity

May 26, 2022

Mary Gaffney  
GEM Mechanical Services, Inc.  
5101 Birney Highway  
Aston, PA 19014

**RE: CERTIFICATION DATE: May 26, 2022**  
**EXPIRATION DATE: July 15, 2023**  
**CERTIFICATION STATUS: Women Business Enterprise (WBE)**  
**REGISTRATION NUMBER: 8183070GC**

Dear Mary Gaffney:

CONGRATULATIONS!!! We are pleased to inform you that **GEM Mechanical Services, Inc.** has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. **GEM Mechanical Services, Inc.** will remain on the City's Registry as long as the certification is current and your firm remains in good standing. **Please note, it is imperative that the certification/registration be renewed no later than three months after the certification expires. OEO will deactivate your OEO Registry listing three months after the certification expires. (Example - certification/registration expires 1/1/22, on 4/1/22 your business profile will be deactivated from the OEO Registry).**

Your placement in the OEO Registry offers you the following competitive advantages:

1. Free Advertisement 365 days a year. Now that your company is part of the OEO Registry, your company will be viewed by over 50 City of Philadelphia departments, in addition to for-profit, non-profit and private industries.
2. The Office of Business Services (OBS) is the City's one-stop-shop for all business related services. OBS can assist you with a wide range of issues, from navigating the permit process to identifying loan programs for which you may qualify. Please call 215-683-2100 for more information on how OBS may be of service.
3. When your firm is competitively selected and utilized for City of Philadelphia contracts, your participation can be counted towards MBE/ WBE/DSBEs participation ranges.
4. Contractors, subcontractors, and professionals who are seeking vibrant and capable MBE/WBE/DSBEs for contracting opportunities, use the OEO Registry. Being part of the OEO Registry increases your ability to compete for private and public procurement opportunities.

Please inform us if there are **any material changes to your certification. These changes may include but are not limited to:**

1. your company name;
2. contact information;

3. change in ownership, sale or dissolution of your business;
4. NAICS Codes/services that you are **certified** to provide; and/or
5. loss of certification

Please note that OEO will not list NAICS Codes for your firm unless those codes have been provided by your approved certifying entity. If you desire additional NAICS codes, you must obtain them from your approved certifying entity that will evaluate whether your firm has demonstrated requisite control and legitimate capacity for the additional type of work or supply effort. If your firm is identified for work or supply effort on a City bid without the corresponding NAICS Code in the OEO Registry, the work/supply effort will not receive credit.

In addition to being part of the OEO Registry, if your business is headquartered in Philadelphia, we strongly encourage you to apply to the City's Procurement Department to become a certified Local Business Entity (LBE) with the City of Philadelphia. Being a certified LBE provides Philadelphia based businesses with the advantage of as preferred vendor status and being eligible for a bid preference on some City contracts.

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

NAICS 236220: COMMERCIAL AND INSTITUTIONAL BUILDING CONSTRUCTION  
NAICS 238220: AIR-CONDITIONING SYSTEM (EXCEPT WINDOW) INSTALLATION  
NAICS 238220: BLOWER OR FAN, COOLING AND DRY HEATING, INSTALLATION  
NAICS 238220: BOILER, HEATING, INSTALLATION  
NAICS 238220: CENTRAL COOLING EQUIPMENT AND PIPING INSTALLATION  
NAICS 238220: CENTRAL HEATING EQUIPMENT AND PIPING INSTALLATION  
NAICS 238220: CHILLED WATER SYSTEM INSTALLATION  
NAICS 238220: CHIMNEY LINER INSTALLATION  
NAICS 238220: COMMERCIAL REFRIGERATION SYSTEM INSTALLATION  
NAICS 238220: COOLING TOWER INSTALLATION  
NAICS 238220: DRAIN, WASTE AND VENT SYSTEM INSTALLATION  
NAICS 238220: DUCT WORK (E.G., COOLING, DUST COLLECTION, EXHAUST, HEATING, VENTILATION) INSTALLATION  
NAICS 238220: FUEL OIL BURNER INSTALLATION  
NAICS 238220: HEATING AND COOLING DUCT WORK INSTALLATION  
NAICS 238220: HEATING AND VENTILATION SYSTEM COMPONENT (E.G., AIR REGISTERS, DIFFUSERS, FILTERS, GRILLES, SOUND ATTENUATORS) INSTALLATION  
NAICS 238220: HEATING EQUIPMENT INSTALLATION  
NAICS 238220: HEATING, VENTILATION AND AIR-CONDITIONING (HVAC) CONTRACTORS  
NAICS 238220: HVAC (HEATING, VENTILATION AND AIR-CONDITIONING) CONTRACTORS  
NAICS 238220: MECHANICAL CONTRACTORS  
NAICS 238220: PROCESS PIPING INSTALLATION  
NAICS 238220: SHEET METAL DUCT WORK INSTALLATION  
NAICS 238220: STEAM FITTING CONTRACTORS

For more information about what OEO and the Philadelphia Department of Commerce can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). Also, please visit the <https://contracts.phila.gov/#/> for current City of Philadelphia contracting opportunities.

If you have any questions, feel free to give us a call at 215-683-2071.

Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Nazaarah Sabree, Director of Field Operations, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, GEM Mechanical Services, Inc. {Company Name}, do hereby acknowledge and agree to the following:

1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy [612 Business Diversity in the Procurement of Materials and Contracted Services](#) further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt an vendor or contractor from Board policy enforcement.

Company Name: GEM Mechanical Services, Inc.

Company Representative: Mary E. Gaffney

Signature: 

Title: President

Date: 05/21/2024

Company's Compliance Officer:

Mary E. Gaffney

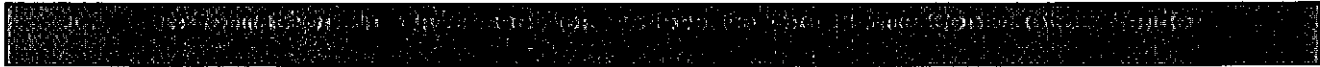
Email Address of Company's Compliance Officer:

mary@gemmsi.com



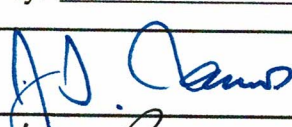
THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT

Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan



Company Name:	JOHN J BEE INC.			Federal Tax ID:	23-2258308	
Address:	547 N 5th Street			Phone Number:	215-923-3335	
City:	Philadelphia	State:	PA	Zip Code:	19123	
DBA (if applicable):	John Bee Mechanical			Fax Number:	215-925-8147	
Primary Contact Person:	Garry Moore			Primary Contact Email:	Garrymoore@beemechanical.com	
Compliance Contact:	Laura Moore			Compliance Contact Email:	Accounting@beemechanical.com	
Bid Number:	NG10470			Bid Submission Due Date:	May 23, 2024	
Contract Amount:	\$454,000.00			Contract Overall M/WBE Goal:	30.2%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input checked="" type="checkbox"/> None - not applicable						
Authorized Representative Signature:						
Print Name:	Margaret A. Bee					
Title:	President			Date:	May 23, 2024	
Certifying Agency				Certification No.		

II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		Ramos & Associates, Inc.		Federal Tax ID:		23-2216911	
Address:		300 Domino Lane		Phone Number:		215 482 2800	
City:		Philadelphia		State:		PA	
				Zip Code:		19128	
DBA (if applicable):				Fax Number:		215 482 8789	
Primary Contact Person:		Paul Reibold		Primary Contact Email:		Ramosassoc@aol.com	
Compliance Contact:		Paul Reibold		Compliance Contact Email:			
Description of Services Provided:		Excavation					
Approximate \$ amount of Subcontract:		\$54,500.00		Subcontract % of Total Contract Amount:		12%	
Diversity Business Certification(s): <i>Check all that apply.</i> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: _____							
Authorized Representative Signature:							
Print Name:		Jose L. Ramos					
Title:		President				Date: 5/22/24	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.


II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		DELTA/BIDS		Federal Tax ID:		232193969	
Address:		1345 INDUSTRIAL BLVD		Phone Number:		215-322-2900	
City:		SOUTHAMPTON #		State:		PA.	
				Zip Code:		18966	
DBA (if applicable):				Fax Number:		215-322-1416	
Primary Contact Person:		Jim Lavelle		Primary Contact Email:		JLavelle@DELTA.BIDS.com	
Compliance Contact:		Jim Lavelle		Compliance Contact Email:		JLavelle@DELTA.BIDS.com	
Description of Services Provided:		INSULATION					
Approximate \$ amount of Subcontract:		8,000. <sup>00</sup>		Subcontract % of Total Contract Amount:		1.7%	
Diversity Business Certification(s): Check all that apply. <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: _____							
Authorized Representative Signature:		Robin Lavelle					
Print Name:		ROBIN LAVELLE					
Title:		PRESIDENT		Date:		5/21/24	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

II.

Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		THE LABOV PLUMBING AND HEATING SUPPLY INC.		Federal Tax ID:		23-2914555	
Address:		5000 UMBRIA STREET		Phone Number:		215-482-3047	
City:		Philadelphia	State:	PA	Zip Code:	19128	
DBA (if applicable):		—		Fax Number:		215-482-3922	
Primary Contact Person:		Roberta C Crocs		Primary Contact Email:		Roberta@THELABOV.CO.COM	
Compliance Contact:		ii		Compliance Contact Email:		ii	
Description of Services Provided:		SUPPLIED PLUMBING AND HEATING SUPPLIES					
Approximate \$ amount of Subcontract:		\$75,000.00		Subcontract % of Total Contract Amount:		16.5%	
Diversity Business Certification(s): Check all that apply. <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: <u>Philadelphia International AIRPORT</u>							
Authorized Representative Signature:							
Print Name:		Roberta C Crocs					
Title:		President		Date:		5/20/2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

**BID PROPOSAL FORM-REBID  
OF  
BATHROOM RENOVATIONS  
AT  
GEORGE W. CHILDS SCHOOL**

**Bid No. NG-10471; Contract No. 2022-049-E: Electrical Construction**

**TO:** The School District of Philadelphia  
Board of Education

**OWNER**

Office of Capital Programs  
The School District of Philadelphia  
440 North Broad Street  
Third Floor - Suite 371  
Philadelphia, PA 19130-4015

**ADDRESS**

**FROM:** Hyde Electric Corporation  
3441 Bowman St

**CONTRACTOR  
ADDRESS**

Philadelphia, PA 19129

**CITY/STATE**

Andrew Funk

**CONTACT NAME**

215.843.8900

**PHONE NO.**

**BASE CONTRACT PROPOSAL:**

1. Having become completely familiar with the local conditions affecting the cost of Work at the place where Work is to be executed, and having carefully examined the site conditions as they currently exist, and having carefully examined the Bidding and Contract Documents prepared for this project, together with any Addenda to such Bidding and Contract Documents as listed hereinafter, the Undersigned hereby proposes and agrees to provide all labor, materials, plant, equipment, transportation and other facilities as necessary and/or required to execute all of the Work described by the Contract Documents for the above cited Contract for the lump sum consideration of:

Three hundred seventy five thousand five hundred two

Dollars

(\$ 375,502.00 ), said amount being hereinafter referred to as the Base Proposal Amount. Base proposal Amount includes Alternates, Unit Prices or Allowances listed below, if applicable.

**BID ALTERNATES (Not applicable to this Contract)**

**UNIT PRICES (Not Applicable to this Contract)**

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA:**

---

2. The Undersigned acknowledges receipt of the following Addenda (list by number and date appearing on Addenda):

<u>Addendum No.</u>	<u>Date</u>	<u>Addendum No.</u>	<u>Date</u>
1	05/01/2024		
2	05/13/2024		
3	05/15/2024		
4	05/16/2024		

**TIME OF COMPLETION:**

3. The Undersigned agrees to Substantially Complete all Work under this Contract within the time periods specified in Division 1, General Requirements, Section 00 1300 entitled "Time of Completion, Milestones and Phasing or Sequencing Requirements".

**INSURANCE:**

4. All Bidders are instructed to refer to Article GC-11 of the General Conditions. All Contractors or Subcontractors bidding Work on the Project shall include in their bids the costs of Workers Compensation and Employer's Liability Insurance, Commercial General Liability Insurance, Automobile Liability Insurance, Excess Umbrella Liability Insurance (Commercial Umbrella Liability Insurance) and any other types of insurance identified in Division 1- General Requirements, Section 01200 (or 01 1200) entitled " Special Insurance Requirements".

**LIQUIDATED DAMAGES:**

5. Upon failure by the Contractor to achieve Substantial Completion within the time specified in Article GC-8 of the General Conditions from the Date of Commencement as set forth in the Notice to Proceed, the Contractor shall pay to the School District, as liquidated damages and not as a penalty, the sum of One Thousand Dollars (\$1,000.00) per day for each consecutive calendar day of delay until such time as Substantial



Completion of the Work is achieved.

6. In addition, the Contractor shall be responsible for and pay for the cost of completion of construction of the Work, as well as for any and all additional charges of the School District, Architect/Engineer, other Project Contractors, and any other Consultants to the School District relating to the Contractor's failure to achieve Substantial Completion on a timely basis, including, but not limited to, delay damages, disruption damages, acceleration costs or expenses, investigative expenses, consulting fees, experts' fees, and attorneys' fees.

7. The Contractor and the School District agree that the amounts so fixed herein as liquidated damages are reasonable forecasts of just compensation for the harm that will be caused to the School District by the Contractor's breach.

**GENERAL STATEMENT:**

8. The Undersigned declares that the person or persons signing this Proposal is/are fully authorized to sign on behalf of the firm listed and to fully bind the firm listed to all the Proposal's conditions and provisions thereof.

9. It is agreed that the Undersigned has complied or will comply with all requirements of local, state, and federal laws, and that no legal requirement has been or will be violated in making or accepting this Proposal, in awarding the Contract to it and/or in prosecution of the Work.

10. Bid Security in the amount of ten percent (10%) of the Base Bid, plus all additive Alternates Proposal amounts, is attached hereto and made a part hereof, without endorsement, in the sum of 10% of total bid Dollars (\$ 10% of total bid), which shall become the property of the School District in the event the Contract and Performance Bond and Labor and Materialmen's Bond are not executed within the time set forth, as liquidated damages.

11. The Undersigned further agrees within five (5) calendar days from date of Notice of Acceptance of this Proposal or Contract award, to sign and deliver to the School District, all required copies of the School District/Contractor Agreement, the Performance Bond, the Labor and Materialmen's Bond, and the Maintenance Bond, in the forms included in the Bidding Documents, and the policies of insurance or insurance certificates as required by the General Conditions. In case the undersigned fails or neglects to deliver within the specified time the School District/Contractor Agreement, the Performance Bond, the Labor and Materialmen's Bond, and the Maintenance Bond, and the insurance policies or certificates, all as aforesaid, the undersigned shall be considered as having abandoned the Contract, and the Bid Bond accompanying this Proposal shall be forfeited to the School District by reason of such failure on the part of the undersigned, as liquidated damages and not as a penalty.

12. The Undersigned further agrees that the Bid Security may be retained by the School District and shall remain with the School District until the School District/Contractor Agreement has been signed and delivered to the School District and the Performance Bond, the Labor and Materialmen's Bond, and the Maintenance Bond, and insurance policies or certificates have been made and delivered to the School District.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

***Individual Proprietorship or Partnership***

If Contractor is an individual proprietorship or is a partnership, sign here:

\_\_\_\_\_  
(Trade Name of Firm)

By: \_\_\_\_\_ By: \_\_\_\_\_ (SEAL)  
(Witness) (Owner or Partner)

***Corporation***

If Contractor is a corporation, sign here:

Hyde Electric Corporation  
\_\_\_\_\_  
(Name of Corporation)

ATTEST:

By: *Dusan R. Jaber* By: *Kenneth Furel* (SEAL)  
(Secretary or Treasurer) (President or Vice President)

(CORPORATE SEAL)

Signature by anyone other than the President or Vice President and the Secretary or Treasurer of the Corporation must be accompanied by a power of attorney, executed by the proper corporate officers under the corporate seal indicating authority to execute this Bid.





# THE SCHOOL DISTRICT OF PHILADELPHIA

## THE SCHOOL DISTRICT OF PHILADELPHIA EDUCATION CENTER

### OFFICE OF PROCUREMENT SERVICES

440 N. BROAD STREET, THIRD FLOOR  
PHILADELPHIA, PENNSYLVANIA 19130

TELEPHONE (215) 400-4380  
FAX (215) 400-4381

**BID NUMBER:** NG10468, NG10469, NG10470, NG10471

**SDP Contract No.** Contract No. 2022-049-G, 2022-049-M, 2022-049-P, 2022-049-E

**PROJECT NAME:** Bathroom Renovations-Rebid at George W. Childs School

**PROJECT LOCATION:** 1599 Wharton Street, Philadelphia, Pennsylvania 19146

**BID DUE DATE/OPENING DATE:** May 23, 2024 2:00 PM EST

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This Addendum dated 1st of May 2024, shall modify and become part of the Contract Documents for the work of this project. Any items not mentioned herein, or affected by, shall be performed strictly in accordance with the original documents.

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**NOTICE:** The new site visit date is Wednesday, May 8<sup>th</sup>, 2024 at 10:00 AM EST.

**No other changes to opening time or location.**

**Clarifications:**

**Drawings:**

The following drawings have been issued as part of this addendum. All drawings are reprinted in full scale 30"x42". No other changes to the drawings.

**DRAWING LIST**

**GENERAL**

G-001 COVER SHEET  
G-002 PROJECT STANDARDS AND DRAWING LIST  
G-100 CODE SUMMARY  
G-110 GROUND FLOOR - OCCUPANCY PLAN  
G-111 1ST FLOOR - OCCUPANCY PLAN  
G-112 2ND FLOOR - OCCUPANCY PLAN  
G-113 3RD FLOOR - OCCUPANCY PLAN  
G-114 4TH FLOOR - OCCUPANCY PLAN  
G-201 SITE PLAN  
G-202 PHASING AND TEMPORARY PROTECTION PLAN  
G-300 TYPICAL RESTROOM EXISTING PHOTOGRAPHS

**ARCHITECTURAL**

A-101 OVERALL PLAN - GROUND FLOOR  
A-102 OVERALL PLAN - 1ST FLOOR  
A-103 OVERALL PLAN - 2ND FLOOR  
A-104 OVERALL PLAN - 3RD FLOOR  
A-105 OVERALL PLAN - 4TH FLOOR

A-120 RESTROOM DETAILS AND LEGENDS  
A-150 ENLARGED RESTROOM PLANS  
A-500 INTERIOR ELEVATIONS  
A-600 PARTITION SCHEDULE AND DETAILS  
A-610 DOOR SCHEDULE & DETAILS  
A-620 SIGNAGE TYPES AND DETAILS

**PLUMBING**

P-001 PLUMBING COVER SHEET  
P-101 OVERALL PLAN - GROUND FLOOR  
P-102 OVERALL PLAN - 1ST FLOOR  
P-103 OVERALL PLAN - 2ND FLOOR  
P-104 OVERALL PLAN - 3RD FLOOR  
P-105 OVERALL PLAN - 4TH FLOOR  
P-151 ENLARGED PLANS - TYPICAL STUDENT RESTROOMS – PLUMBING  
P-500 DETAILS  
P-600 RISER DIAGRAMS - SANITARY WASTE, AND SANITARY VENT  
P-601 RISER DIAGRAMS - DOMESTIC WATER  
P-700 PLUMBING SCHEDULES

**MECHANICAL**

M-001 MECHANICAL COVER SHEET  
M-101 OVERALL PLAN - GROUND FLOOR  
M-102 OVERALL PLAN - FIRST FLOOR  
M-103 OVERALL PLAN - SECOND FLOOR  
M-104 OVERALL PLAN - THIRD FLOOR  
M-105 OVERALL PLAN - FOURTH FLOOR  
M-150 ENLARGED PLANS - TYPICAL RESTROOM PLANS - MECHANICAL  
M-500 MECHANICAL DETAILS  
M-600 MECHANICAL RISER DIAGRAM  
M-700 MECHANICAL SCHEDULES AND CONTROLS

**ELECTRICAL**

E-001 ELECTRICAL COVER SHEET  
E-002 ELECTRICAL NOTES  
E-101 ELECTRICAL OVERALL PLANS  
E-401 ENLARGED PLANS - TYPICAL RESTROOMS - ELECTRICAL  
E-500 ELECTRICAL DETAILS & SINGLE LINE DIAGRAMS  
E-601 ELECTRICAL SCHEDULES

**Specifications:**

None

**Questions & Answers:**

None

Thank you,

\_\_\_\_\_  
Throne Cropper  
Executive Director, Office of Procurement Services

**Please sign, date and return this Addendum with your response, as it now becomes a part of the Proposal.**

*Susan Faber*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

Hyde Electric Corporation  
\_\_\_\_\_  
FIRM NAME (PRINT)

05/23/2024  
\_\_\_\_\_  
DATE

**End of Addendum 01**



# THE SCHOOL DISTRICT OF PHILADELPHIA

## THE SCHOOL DISTRICT OF PHILADELPHIA EDUCATION CENTER OFFICE OF PROCUREMENT SERVICES

440 N. BROAD STREET, THIRD FLOOR  
PHILADELPHIA, PENNSYLVANIA 19130

TELEPHONE (215) 400-4380  
FAX (215) 400-4381

### **ADDENDUM NO. 002**

**BID NUMBER:** NG10468, NG10469, NG10470, NG10471

**SDP Contract No.** Contract No. 2022-049-G, 2022-049-M, 2022-049-P, 2022-049-E

**PROJECT NAME:** Bathroom Renovations-Rebid at George W. Childs School

**PROJECT LOCATION:** 1599 Wharton Street, Philadelphia, Pennsylvania 19146

**BID DUE DATE/OPENING DATE:** May 23, 2024 2:00 PM EST

---

THIS ADDENDUM DATED MAY 13, 2024 SHALL MODIFY AND BECOME PART OF THE CONTRACT DOCUMENTS. ANY ITEMS NOT MENTIONED HEREIN, OR AFFECTED BY THIS ADDENDUM, SHALL REMAIN STRICTLY IN ACCORDANCE WITH THE ORIGINAL DOCUMENT, UNLESS MODIFIED BY PRIOR ADDENDA, IF ANY.

---

Thank you,

\_\_\_\_\_  
Throne Cropper  
Executive Director, Office of Procurement Services

Please sign, date and return this Addendum with your response, as it now becomes a part of the Proposal.

*Susan Faber*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

Hyde Electric Corporation  
\_\_\_\_\_  
FIRM NAME (PRINT)

05/23/2024  
\_\_\_\_\_  
DATE

End of Addendum 002



# THE SCHOOL DISTRICT OF PHILADELPHIA

## THE SCHOOL DISTRICT OF PHILADELPHIA EDUCATION CENTER OFFICE OF PROCUREMENT SERVICES

440 N. BROAD STREET, THIRD FLOOR  
PHILADELPHIA, PENNSYLVANIA 19130

TELEPHONE (215) 400-4380  
FAX (215) 400-4381

### **ADDENDUM NO. 003**

**BID NUMBER:** NG10468, NG10469, NG10470, NG10471

**SDP Contract No.** Contract No. 2022-049-G, 2022-049-M, 2022-049-P, 2022-049-E

**PROJECT NAME:** Bathroom Renovations-Rebid at George W. Childs School

**PROJECT LOCATION:** 1599 Wharton Street, Philadelphia, Pennsylvania 19146

**BID DUE DATE/OPENING DATE:** May 23, 2024 2:00 PM EST

---

THIS ADDENDUM DATED MAY 15, 2024 SHALL MODIFY AND BECOME PART OF THE CONTRACT DOCUMENTS. ANY ITEMS NOT MENTIONED HEREIN, OR AFFECTED BY THIS ADDENDUM, SHALL REMAIN STRICTLY IN ACCORDANCE WITH THE ORIGINAL DOCUMENT, UNLESS MODIFIED BY PRIOR ADDENDA, IF ANY.

---

Thank you,

\_\_\_\_\_  
Throne Cropper  
Executive Director, Office of Procurement Services

**Please sign, date and return this Addendum with your response, as it now becomes a part of the Proposal.**

*Susan Faber*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

Hyde Electric Corporation  
\_\_\_\_\_  
FIRM NAME (PRINT)

05/23/2024  
\_\_\_\_\_  
DATE

**End of Addendum 003**



# THE SCHOOL DISTRICT OF PHILADELPHIA

## THE SCHOOL DISTRICT OF PHILADELPHIA EDUCATION CENTER OFFICE OF PROCUREMENT SERVICES

440 N. BROAD STREET, THIRD FLOOR  
PHILADELPHIA, PENNSYLVANIA 19130

TELEPHONE (215) 400-4380  
FAX (215) 400-4381

### **ADDENDUM NO. 004**

**BID NUMBER:** NG10468, NG10469, NG10470, NG10471

**SDP Contract No.** Contract No. 2022-049-G, 2022-049-M, 2022-049-P, 2022-049-E

**PROJECT NAME:** Bathroom Renovations-Rebid at George W. Childs School

**PROJECT LOCATION:** 1599 Wharton Street, Philadelphia, Pennsylvania 19146

**BID DUE DATE/OPENING DATE:** May 23, 2024 2:00 PM EST

---

**THIS ADDENDUM DATED MAY 16, 2024 SHALL MODIFY AND BECOME PART OF THE CONTRACT DOCUMENTS. ANY ITEMS NOT MENTIONED HEREIN, OR AFFECTED BY THIS ADDENDUM, SHALL REMAIN STRICTLY IN ACCORDANCE WITH THE ORIGINAL DOCUMENT, UNLESS MODIFIED BY PRIOR ADDENDA, IF ANY.**

---

Thank you,

\_\_\_\_\_  
Throne Cropper  
Executive Director, Office of Procurement Services

**Please sign, date and return this Addendum with your response, as it now becomes a part of the Proposal.**

*Susan Faber*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

Hyde Electric Corporation  
\_\_\_\_\_  
FIRM NAME (PRINT)

05/23/2024  
\_\_\_\_\_  
DATE

**End of Addendum 004**

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, Hyde Electric Corporation {Company Name}, do hereby acknowledge and agree to the following:

1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy 612 Business Diversity in the Procurement of Materials and Contracted Services further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt a vendor or contractor from Board policy enforcement.

Company Name: Hyde Electric Corporation

Company Representative: Kenneth Funk

Signature: 

Title: President

Date: 05/20/2024

Company's Compliance Officer:

Susan Faber

Email Address of Company's Compliance Officer:


sue@hydeelectric.org



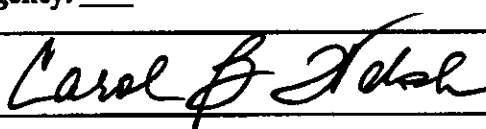
**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

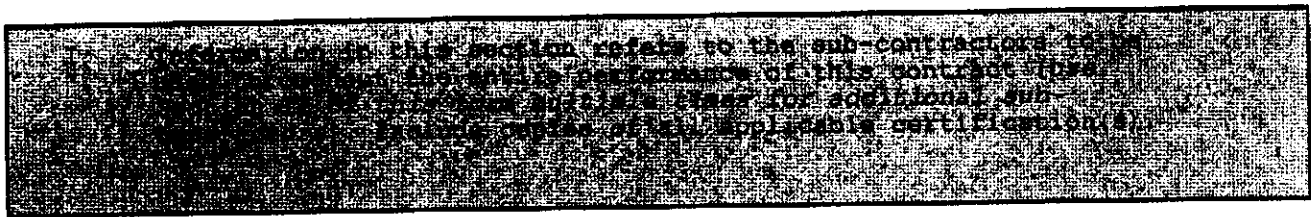
**I. Information in this section refers to the Prime Contractor/Vendor.**

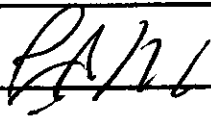
<b>Company Name:</b>	Hyde Electric Corp			<b>Federal Tax ID:</b>	23-1677688
<b>Address:</b>	3441 Bowman St			<b>Phone Number:</b>	215.843.8900
<b>City:</b>	Philadelphia	<b>State:</b>	PA	<b>Zip Code:</b>	19129
<b>DBA (if applicable):</b>				<b>Fax Number:</b>	
<b>Primary Contact Person:</b>	Kenneth Funk		<b>Primary Contact Email:</b>	ken@hydeelectric.org	
<b>Compliance Contact:</b>	Sue Faber		<b>Compliance Contact Email:</b>	sue@hydeelectric.org	
<b>Bid Number:</b>	NG-10471 2022-049E		<b>Bid Submission Due Date:</b>	05/23/2024	
<b>Contract Amount:</b>	\$375,502		<b>Contract Overall M/WBE Goal:</b>	30%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Authorized Representative Signature:</b>					
<b>Print Name:</b>	Sue Faber				
<b>Title:</b>	Administrator			<b>Date:</b>	05/23/2024
<b>Certifying Agency</b>	PA Dept of General Services			<b>Certification No.</b>	389278-2022-06-SB

Information in this section refers to the sub-contractors who will be performing the work under this contract. If you are a subcontractor, please provide the following information for additional sub-contractors who will be performing the work under this contract. (If you are a subcontractor, please provide the following information for additional sub-contractors who will be performing the work under this contract.)

<b>Company Name:</b>	Fox Chase Electrical, Inc		<b>Federal Tax ID:</b>	23-3072007	
<b>Address:</b>	7925 Burholme Ave		<b>Phone Number:</b>	215.722.3438	
<b>City:</b>	Philadelphia	<b>State:</b>	PA	<b>Zip Code:</b>	19111
<b>DBA (if applicable):</b>			<b>Fax Number:</b>	215.722.8437	
<b>Primary Contact Person:</b>	Carol Walsh	<b>Primary Contact Email:</b>	foxlwalsh@aol.com		
<b>Compliance Contact:</b>	Carol Walsh	<b>Compliance Contact Email:</b>	foxlwalsh@aol.com		
<b>Description of Services Provided:</b>	Electrical Installation				
<b>Approximate \$ amount of Subcontract:</b>	\$89k	<b>Subcontract % of Total Contract Amount:</b>	24%		
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Diversity Business Certification to be used on this contract (select one):</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)					
<b>Diversity Business Certifying Agency:</b> PAUCP Cert #9262					
<b>Authorized Representative Signature:</b>					
<b>Print Name:</b>	Carol Walsh				
<b>Title:</b>	President	<b>Date:</b>	05/23/2024		

**THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.**



<b>Company Name:</b>		Manna Supply, Inc		<b>Federal Tax ID:</b>		84-2052205	
<b>Address:</b>		231 N 3rd Ave		<b>Phone Number:</b>		610.222.4775	
<b>City:</b>		Philadelphia		<b>State:</b>		PA	
<b>Zip Code:</b>		19106		<b>Fax Number:</b>			
<b>DBA (if applicable):</b>				<b>Fax Number:</b>			
<b>Primary Contact Person:</b>		Brion Martin		<b>Primary Contact Email:</b>		brion.martin@mannasupply.com	
<b>Compliance Contact:</b>		Amanda Martin		<b>Compliance Contact Email:</b>		amanda.martin@mannasupply.com	
<b>Description of Services Provided:</b>		Electrical Supplies					
<b>Approximate \$ amount of Subcontract:</b>		\$23.5k		<b>Subcontract % of Total Contract Amount:</b>		6%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
<b>Diversity Business Certification to be used on this contract (select one):</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
<b>Diversity Business Certifying Agency:</b> <u>City of Phila OEO</u>							
<b>Authorized Representative Signature:</b>							
<b>Print Name:</b>		Brion Martin					
<b>Title:</b>		Business Development/PM		<b>Date:</b>		05/23/2024	

**THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.**

**BID BOND**

**THE SCHOOL DISTRICT OF PHILADELPHIA  
BOARD OF EDUCATION**

Know all Men by these Presents **THAT** WE, Hyde Electric Corporation  
3441 Bowman Street, Philadelphia, PA 19129 , Principal and Harco National Insurance Company  
4200 Six Forks Road, Suite 1400, Raleigh, NC 27609 , a corporation existing under the laws of the State  
of Illinois , Surety, are jointly and severally held and firmly bound  
unto THE SCHOOL DISTRICT OF PHILADELPHIA in the sum of Ten Percent of the Total Amount Bid\*\*\*\*\*  
\*\*\*\*\*(\$ 10% ) Dollars or ten (10%) percent of the total Bid (Base Bid plus additive  
Alternates Proposal amounts), lawful money of the United States of America, for the payment  
of which sum to the said School District, its successors and assigns, will and truly to be  
made, we do bind ourselves, our heirs, executors, administrators, successors and assigns,  
jointly and severally firmly by these presents.

Sealed with our seals and dated the 23rd day of May , in the year  
of our Lord, two thousand and twenty four (2024) .

**WHEREAS**, the Principal proposes to do and perform all work and to furnish the  
articles, supplies, equipment and material in exact accordance with Contract  
No. Bid No. NG-10471; Contract No. 2022-049-E - Electrical Construction, Bathroom Renovations - ReBid\* of THE SCHOOL DISTRICT  
OF PHILADELPHIA, at the price or prices bid by the said Principal. \*at George W. Childs School

**NOW THE CONDITION OF THIS OBLIGATION IS SUCH**, that if the proposal of the  
Principal as set forth in the aforementioned contract is accepted by THE SCHOOL DISTRICT OF  
PHILADELPHIA, the Principal will, within five (5) calendar days after notice to the Principal  
of the award, enter into a written contract with THE SCHOOL DISTRICT OF PHILADELPHIA to  
perform all work and to furnish all articles, supplies, equipment and material, at the price  
or prices offered in the said proposal, in exact accordance with the aforesaid contract and  
will give a performance bond and a labor and materialmen's bond both executed by acceptable  
surety, each in an amount equal to the contract price, the Principal and Surety bind  
themselves, their heirs, executors, administrators, successors and assigns jointly and  
severally, to pay to THE SCHOOL DISTRICT OF PHILADELPHIA in the event that the Principal  
shall not enter into such contract and/or give the required bonds within five (5) calendar  
days after notice of award of contract, the difference in money between the amount of the  
Bid of the Principal and the amount for which THE SCHOOL DISTRICT OF PHILADELPHIA either  
contracts with another party to perform said work and furnish said articles, supplies,  
equipment and material under the terms of the contract, or the amount which said School  
District pays out of its own funds in performance of said work and in obtaining said  
articles, supplies, equipment and material, if either last mentioned amount be in excess of  
the amount of said Bid, it being understood and agreed that in the event of any of the  
aforementioned defaults by the Principal, THE SCHOOL DISTRICT OF PHILADELPHIA shall have  
full power and authority to purchase such articles, supplies, material, equipment, tools  
and machinery and to employ such workers as in its opinion may be required; if payment is  
made as aforesaid by the Principal and the Surety, then this obligation to be void, otherwise  
to remain in full force and effect.

And we do, for ourselves and each of us, our and each of our heirs, executors,  
administrators, successors and assigns, hereby authorize the General Counsel of The School  
District of Philadelphia, or any other attorney, to appear for us, or either of us, in any  
suit or suits brought upon the above obligation, and, in our name or in the name of either  
of us, to confess judgment in favor of the said School District in the sum named in this  
bond, with full authority in such General Counsel and/or other attorney, to sign an agreement  
for entering, in any competent court, an amicable action or actions and to confess judgment  
therein. Judgment may be entered as above provided upon a copy of this obligation and  
warrant of attorney, certified by the Secretary of the School Reform Commission to be a

true and correct copy, without the necessity of filing the original, any rule of court, custom or practice, to the contrary notwithstanding and each judgment entered under the authority hereby conferred shall be a final judgment, without right of appeal, certiorari, writ of error, exception or objection to the same, or the right to file a motion or rule to strike off, or open or stay execution of the same. We, acting for ourselves and each of us, and as stated at head of this paragraph, hereby waive all errors and imperfections whatsoever in the entering of said judgment or judgments, or in any process therein, it being understood, however, that said School District on any default, shall restrict its assessment of damages to those stated in the above condition of this obligation.

If Contractor is an individual proprietorship or is a partnership, sign here:

\_\_\_\_\_  
(Trade Name of Firm)

By: \_\_\_\_\_

By: \_\_\_\_\_  
(Witness)

By: \_\_\_\_\_  
Name:

Title:

If Contractor is a corporation, sign here:

Hyde Electric Corporation  
\_\_\_\_\_  
(Name of Corporation)

ATTEST:

By: *Susan Oshew*  
(Secretary or Treasurer)

By: *Kenneth Fink* (SEAL)  
(President or Vice President)

(CORPORATE SEAL)  
Surety to sign below:

Harco National Insurance Company  
\_\_\_\_\_  
(Name of Surety)

By: *Michele Hardesty*  
(Witness as to Surety)  
Michele Hardesty, Witness as to Surety  
(CORPORATE SEAL)

By: *Gregory J. Risnychok* (SEAL)  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Gregory J. Risnychok, Attorney-in-Fact

**POWER OF ATTORNEY**  
**HARCO NATIONAL INSURANCE COMPANY**  
**INTERNATIONAL FIDELITY INSURANCE COMPANY**

Bond # HEC1176

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

**KNOW ALL MEN BY THESE PRESENTS:** That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

**GREGORY J. RISNYCHOK, LAUREN WHITNEY BRUZEK**

**King of Prussia, PA**

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

**"RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents  
on this 31st day of December, 2023



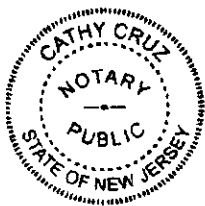
STATE OF NEW JERSEY  
County of Essex

Michael F. Zurcher  
Executive Vice President, Harco National Insurance Company  
and International Fidelity Insurance Company

STATE OF ILLINOIS  
County of Cook



On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz  
a Notary Public of New Jersey  
My Commission Expires April 16, 2029

**CERTIFICATION**

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, May 23, 2024

A00289

Irene Martins, Assistant Secretary





Harco National Insurance Company  
4200 Six Forks Road, Suite 1400  
Raleigh, NC 27609

The Harco National Insurance Company a corporation organized  
and existing under the laws of the State of Illinois, hereby guarantees the proposal of  
Hyde Electric Corporation

to The School District of Philadelphia  
for Bid No. NG-10471; Contract No. 2022-049-E - Electrical Construction, Bathroom Renovations - ReBid  
at George W. Childs School

and further guarantees that if the contract is awarded to the said

Hyde Electric Corporation

that the said Hyde Electric Corporation

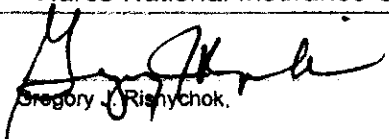
will execute said contract within the period of time required after its delivery for that purpose;

and further guarantees that if the contract is so awarded to the said

Hyde Electric Corporation

that it will become surety on bond guaranteeing the faithful performance of said contract.

In Witness Whereof, the said Harco National Insurance Company  
has caused this agreement to be signed by proper officers and its corporate seal to be hereunto  
affixed, this 23rd day of May 2024

Harco National Insurance Company  
By:   
Gregory J. Rishychok, Attorney-in-Fact

Bond No. HEC1176

**POWER OF ATTORNEY**  
**HARCO NATIONAL INSURANCE COMPANY**  
**INTERNATIONAL FIDELITY INSURANCE COMPANY**

Bond # HEC1176

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

**KNOW ALL MEN BY THESE PRESENTS:** That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

**GREGORY J. RISNYCHOK, LAUREN WHITNEY BRUZEK**

King of Prussia, PA

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

**"RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents  
on this 31st day of December, 2023



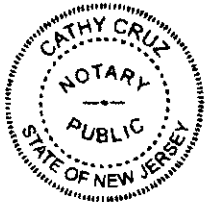
STATE OF NEW JERSEY  
County of Essex

STATE OF ILLINOIS  
County of Cook



\_\_\_\_\_  
Michael F. Zurcher  
Executive Vice President, Harco National Insurance Company  
and International Fidelity Insurance Company

On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

\_\_\_\_\_  
Cathy Cruz a Notary Public of New Jersey  
My Commission Expires April 16, 2029

**CERTIFICATION**

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, May 23, 2024

A00289

\_\_\_\_\_  
Irene Martins, Assistant Secretary

# HARCO NATIONAL INSURANCE COMPANY

1701 GOLF ROAD, SUITE 1-600, ROLLING MEADOWS, IL 60008

## STATEMENT OF ASSETS, LIABILITIES, SURPLUS AND OTHER FUNDS AT DECEMBER 31, 2023

### ASSETS

Bonds (Amortized Value) . . . . .	\$128,504,641
Stocks (Preferred Stocks) . . . . .	5,530,123
Stocks (Common Stocks) . . . . .	928,601,943
Cash, Bank Deposits & Short-Term Investments . . . . .	36,972,198
Other Invested Assets . . . . .	0
Unpaid Premiums & Assumed Balances . . . . .	161,876,881
Deferred Premiums, Agents Balances & Installments booked . . . . .	12,594,152
Reinsurance Recoverable from Reinsurers . . . . .	167,607,854
Reinsurance - Funds Held by or deposited with reinsured companies . . . . .	10,183,247
Current Federal & Foreign Income Tax Recoverable & Interest . . . . .	0
Investment Income Due and Accrued . . . . .	1,750,941
Receivables from Parent Subsidiaries & Affiliates . . . . .	9,354,321
Other Assets . . . . .	1,294,111
<b>TOTAL ASSETS . . . . .</b>	<b>\$1,464,270,412</b>

### LIABILITIES, SURPLUS & OTHER FUNDS

Losses (Reported Losses Net as to Reinsurance Ceded and Incurred But Not Reported Losses) . . . . .	\$208,245,433
Reinsurance payable on paid losses & loss adjustment expense . . . . .	9,146,173
Loss Adjustment Expenses . . . . .	44,566,466
Commissions Payable, Contingent Commissions & Other Similar Charges . . . . .	1,568,736
Other Expenses (Excluding Taxes, Licenses and Fees) . . . . .	0
Taxes, Licenses & Fees (Excluding Federal Income Tax) . . . . .	3,784,674
Current federal and foreign income taxes . . . . .	496,806
Net Deferred Tax Liability . . . . .	9,048,374
Unearned Premiums . . . . .	155,713,778
Advance Premium . . . . .	391,769
Ceded Reinsurance Premiums Payable . . . . .	95,106,803
Funds held by Company under reinsurance treaties . . . . .	18,342,649
Amounts Withheld by Company for Account of Others . . . . .	53,853,412
Payable to Parent Subsidiaries & Affiliates . . . . .	3,771,943
Other Liabilities . . . . .	4,754,724
<b>TOTAL LIABILITIES . . . . .</b>	<b>\$608,791,740</b>

Common Capital Stock . . . . .	\$3,500,004
Gross Paid-in & Contributed Surplus . . . . .	670,781,834
Unassigned Funds (Surplus) . . . . .	181,196,834
Surplus as Regards Policyholders . . . . .	\$855,478,672
<b>TOTAL LIABILITIES, SURPLUS &amp; OTHER FUNDS . . . . .</b>	<b>\$1,464,270,412</b>

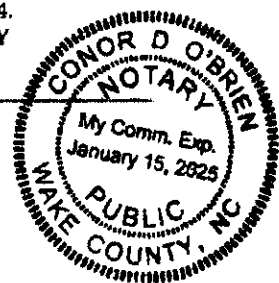
I, John Mruk, Treasurer of HARCO NATIONAL INSURANCE COMPANY, certify that the foregoing is a fair statement of Assets, Liabilities, Surplus and Other Funds of this Company, at the close of business, December 31, 2023, as reflected by its books and records and as reported in its statement on file with the Insurance Department of the State of Illinois.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company, this 11th day of March, 2024.  
HARCO NATIONAL INSURANCE COMPANY

*John M. Mruk*

SIGNED AND SWORN to before me on this 11<sup>th</sup> day of March, 2024.

*Conor D. O'Brien*  
NOTARY PUBLIC, STATE OF North Carolina





COMMONWEALTH OF PENNSYLVANIA  
INSURANCE DEPARTMENT

# CERTIFICATE OF AUTHORITY

**Casualty**

**Effective Date: April 1, 2024**

**HARCO NATIONAL INSURANCE COMPANY**

**NAIC NO. 26433**

HAS COMPLIED WITH THE REQUIREMENTS OF THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA RELATING TO ADMISSION IN SAID COMMONWEALTH FOR THE PURPOSE OF TRANSACTING INSURANCE BUSINESS IN PENNSYLVANIA AND THAT THE ABOVE NAMED COMPANY IS HEREBY AUTHORIZED TO TRANSACT THE BUSINESS OF:

Auto Liability 40 P.S. s 382(c)(11)

Burglary and Theft 40 P.S. s 382(c)(6)

Elevator 40 P.S. s 382(c)(9)

Glass 40 P.S. s 382(c)(3)

Mine and Machinery 40 P.S. s 382(c)(12)

Other Liability 40 P.S. s 382(c)(4)

Property and Allied Lines 40 P.S. s 382(b)(1)

Workers Compensation 40 P.S. s 382(c)(14)

Boiler and Machinery 40 P.S. s 382(c)(5)

Credit 40 P.S. s 382(c)(7)

Fidelity and Surety 40 P.S. s 382(c)(1)

Inland Marine and Physical Damage 40 P.S. s 382(b)(2)

Ocean Marine 40 P.S. s 382(b)(3)

Personal Property Floater 40 P.S. s 382(c)(13)

Water Damage 40 P.S. s 382(c)(8)

FOR THE YEAR ENDING MARCH 31, 2025 IN ACCORDANCE WITH ITS CHARTER AND IN CONFORMITY WITH THE LAWS OF SAID COMMONWEALTH OF PENNSYLVANIA.



IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY  
HAND AND AFFIXED MY OFFICIAL SEAL, THE  
DATE AND YEAR FIRST ABOVE WRITTEN.

Michael Humphreys  
INSURANCE COMMISSIONER

**Action Item - 53.**

**Title: Capital Award for ADA Bathroom Modernization at Martha Washington School (\$2,836,040) - Added 6.10.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform separate contracts with the lowest responsible bidders, subject to funding, as follows:

**With:**

Smith Construction, Inc.  
Allstates Mechanical, Ltd.  
Chadwick Service Company  
Hyde Electric Corporation

**Purpose:**

to renovate existing toilet rooms and janitor's closets, receive new ADA-compliant entries, and install a backflow preventer in the main sewer pipe

**Start date:** 6/28/2024

**End date:** 1/31/2027

**Compensation not to exceed:** \$2,836,040

**Separate Compensation by Vendor:**

Smith Construction, Inc. - General Contract - \$1,382,000  
Allstates Mechanical, Ltd. - Mechanical Contract - \$239,000  
Chadwick Service Company - Plumbing Contract - \$832,600  
Hyde Electric Corporation - Electrical Contract - \$382,440

**Location:**

Washington, Martha School;

**Renewal Options:** No

**Description:**

- Why is this contract needed?

This project includes the full renovation of (10) existing toilet rooms plus janitor's closets within Martha Washington Elementary School. Toilet rooms will receive new ADA-compliant entries, water closets, lavatories, urinals, new flooring, wall finishes, new light fixtures, local mechanical exhaust, and new domestic and sanitary risers, stacks, and laterals.

- How is this work connected to the District's plan to achieve Goals & Guardrails?

**Guardrail 1:** Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

- How will the success of this contract be measured?

The success of this project will be measured by the completion of the construction work indicated within the stated construction schedule in the contract documents in a timely manner.

The Office of Minority and Small Business (OMSBD) will review and verify MWBE compliance in this contract by verifying monthly or quarterly spending reports for verification and potential auditing. Then, OMSBD will track the spend through our contract compliance checks. The OMSBD will then report to internal and external stakeholders.

**Funding Source(s):**

Capital Budget FY 23-24  
Capital Budget FY 24-25  
Capital Budget FY 25-26  
Capital Budget FY 26-27

**Office Originating Request:** Operations - Capital Programs

**ATTACHMENTS:**

**Description**

Bid Tabs

MWBE Participation Details

**Type**

Supporting Document

Supporting Document

SPECIFICATION: NG10271, Contract 2022-058-M

BID DATE: 5/21/2024

NUMBER OF ADDENDA ISSUED: 3

TITLE: Restroom Renovations at Martha Washington Academics  
Plus School MC

LOCATION: 766 North 44th Street, Philadelphia, Pennsylvania 19104

CONTRACTOR	BID AMOUNT	REMARKS
Allstates Mechanical, Ltd.	\$ 239,000	**
Five Star, Inc.	\$ 255,000	
GEM Mechanical Services, Inc.	\$ 495,000	
Five Star, Inc.	\$1,196,000	

SPECIFICATION: NG10272, Contract 2022-058-P

BID DATE: 5/21/2024

NUMBER OF ADDENDA ISSUED: 3

TITLE: Restroom Renovations at Martha Washington Academics  
Plus School PC

LOCATION: 766 North 44th Street, Philadelphia, Pennsylvania 19104

[illegible]



SPECIFICATION: NG10273, Contract 2022-058-E

BID DATE: 5/21/2024

NUMBER OF ADDENDA ISSUED: 3

TITLE: Restroom Renovations at Martha Washington Academics  
Plus School EC

LOCATION: 766 North 44th Street, Philadelphia, Pennsylvania 19104

[illegible]

SPECIFICATION: NG10270, Contract 2022-058-G

BID DATE: 5/21/2024

NUMBER OF ADDENDA ISSUED: 3

TITLE: Restroom Renovations at Martha Washington Academics  
Plus School GC

LOCATION: 766 North 44th Street, Philadelphia, Pennsylvania 19104

[illegible]

**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

I. Information in this section refers to the Prime Contractor/Vendor.

<b>Company Name:</b>	Smith Construction Inc.		<b>Federal Tax ID:</b>	232947244	
<b>Address:</b>	10400 Drummond Road		<b>Phone Number:</b>	215-639-1900	
<b>City:</b>	Philadelphia	<b>State:</b>	PA	<b>Zip Code:</b>	19154
<b>DBA (if applicable):</b>			<b>Fax Number:</b>	N/A	
<b>Primary Contact Person:</b>	TJ Ohntrup		<b>Primary Contact Email:</b>	tj@smithconstructioninc.com	
<b>Compliance Contact:</b>	Chris Chinnici		<b>Compliance Contact Email:</b>	cgc@smithconstructioninc.com	
<b>Bid Number:</b>	2022-058-G NC-10270		<b>Bid Submission Due Date:</b>	05/21/24	
<b>Contract Amount:</b>	485,000		<b>Contract Overall M/WBE Goal:</b>	35 %	
<b>Diversity Business Certification(s): Check all that apply.</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Authorized Representative Signature:</b>					
<b>Print Name:</b>	TJ Ohntrup				
<b>Title:</b>	Project Manager		<b>Date:</b>	05/21/24	
<b>Certifying Agency</b>	SEPTA		<b>Certification No.</b>	11977	

III. Information in this section must be completed by the Prime Contractor/Vendor if the Prime Contractor/Vendor proposes no diversity enterprise commitment.

Bid, RFQ or RFP Number: 2022-058-G NC-10270

**Best and Good Faith Efforts**

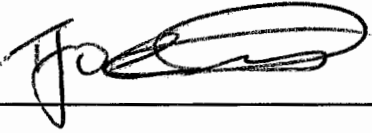
The School District's Office of Procurement Services reviews the Prime Contractor's commitments to determine whether the Prime Contractor has made Best and Good Faith Efforts. If the Prime Contractor does not include a sufficient commitment to diverse enterprises in this Bid or RFP proposal, the Prime Contractor shall provide the reasons, and include supporting documentation as evidence. Acceptable supplemental documentation includes, but is not limited to:

1. Contact log and correspondence related to diverse contracting outreach;
2. Copies of its solicitations of certified minority- and women-owned business enterprises and any responses thereto;
3. If responses to the contractor's solicitations were received, but a certified minority- or woman-owned business enterprise was not selected, the specific reasons that such enterprise was not selected;
4. Information describing the specific steps undertaken to reasonably structure the contract scope of work for the purpose of subcontracting with, or obtaining supplies from, certified minority- and women-owned business enterprises;
5. Describe any other action undertaken by the bidder to document its good faith efforts to retain certified minority - and women- owned business enterprises for this procurement.

Refer to M/WBE Contractor Good Faith Efforts Supplemental Form. Submit additional pages as needed.

--

*The Prime Contractor attests that it submits the following as evidence of its good faith efforts to find and retain certified minority- and women-owned business enterprises in connection with this Bid or Proposal.*

Authorized Representative Signature:			
Print Name:	TJ Ohntrup		
Title:	Project Manager	Date:	5/21/2024

**IV. Key Instructions for completing this form.**

- 1. This M/WBE Participation Plan Form must be submitted with bid response.**
- 2. Use Section II of this form multiple times for each additional sub-contractor.**
- 3. Include copies of all active and current diversity certification(s) for the Prime Contractor and Sub-Contractor, as applicable.**
- 4. The M/WBE Participation Plan Form must be filled out in its entirety or it is void.**
- 5. The Prime Contractor and all Sub-Contractors must sign and acknowledge the form or it is void.**
- 6. The approximate amount or percentage that will be awarded to the Sub-Contractor is per the whole amount from the contract paid to the Prime Contractor.**
- 7. The Prime Contractor must explain if the diversity goal percentage range may not be met in the space provided on (Page 3) and provide evidence of Good Faith Efforts to be reviewed by the Office of Procurement Services before next steps are given. Good Faith Efforts does not excuse meeting the diversity goals set forth.**

**PRE-BID M/WBE CONTRACTOR GOOD FAITH EFFORTS SUPPLEMENTAL FORM**

**BID/RFP#:** 2022-058-G NC-10270 **Project Title/Description:** Martha Washington School Bathroom Reno.

<b>Bidder/Applicant's Company:</b>	Smith Construction Inc.		
<b>Authorized Representative:</b>	TJ Ohntrup	<b>Title:</b>	Project Manager
<b>Address:</b>	10400 Drummond Road Philadelphia PA 19154	<b>Phone:</b>	215-639-1900

The Bidder or Prime Contractor has the burden to demonstrate "Good Faith Efforts" to meet the diverse contracting goals. I certify that the following certified Minority/Women Business Enterprises were contacted to obtain a quote for work to be performed on the abovementioned project/contract.

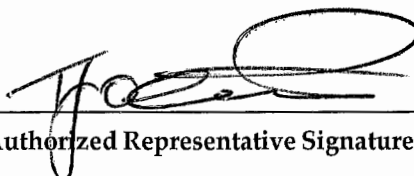
List of date, name of M/WBE firm, telephone/e-mail address of M/WBEs contacted, type of work requested, estimated budgeted amount for each quote requested.

Date Contacted	Certified Firm Name	Firm's Certification(s)	Firm's Contract Person	Method of Contact	Type of Work	Results of Contact (select a letter from below)
5/1/24	Siout's	MBE	Henry Sioutis	Email	Painting	G: NO response
5/1/24	Delta BDS	WBE	Dominic Lavette	Email	Abatement	A
5/1/24	Jack Peats	MBE	Al Jackson	Email	Demol	G: NO response

To the best of my knowledge and belief, said certified Minority/Women Business Enterprise contractor(s) was/were not selected, unavailable for work on this project, or unable to provide a quote for the following reasons: Please give the appropriate reasons given by each MBE/WBE firm contacted above.

- A. Firm agreed to sub-contract and will enter into a formal agreement with the bidder
- B. Did not have the capability/capacity to perform the work
- C. Contract too small
- D. Remote location / No presence in that area
- E. Received solicitation notices too late
- F. Did not want to work with this contractor
- G. Other (give reason)

TJ Ohntrup  
Print Name

  
Authorized Representative Signature

5/21/24  
Date

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, Smith Construction Inc. {Company Name}, do hereby acknowledge and agree to the following:

1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy 612 Business Diversity in the Procurement of Materials and Contracted Services further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt an vendor or contractor from Board policy enforcement.

Company Name: Smith Construction Inc.

Company Representative: TJ Ohntrup

Signature: 

Title: Project Manager

Date: 5/21/24

Company's Compliance Officer:

Chris Chinnici

Email Address of Company's Compliance Officer:

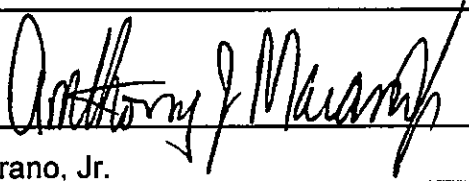
cgc@smithconstructioninc.com



**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

Information in this section refers to the Prime Contractor/Vendor.

<b>Company Name:</b>	Allstates Mechanical, Ltd		<b>Federal Tax ID:</b>	23-2725936	
<b>Address:</b>	1602 Conchester Highway			<b>Phone Number:</b>	610-361-9204
<b>City:</b>	Boothwyn	<b>State:</b>	PA	<b>Zip Code:</b>	19061
<b>DBA (if applicable):</b>	N/A		<b>Fax Number:</b>	N/A	
<b>Primary Contact Person:</b>	Anthony J. Marano, Jr.		<b>Primary Contact Email:</b>	ajmarano@allstatesml.com	
<b>Compliance Contact:</b>	Anthony J. Marano, Jr.		<b>Compliance Contact Email:</b>	ajmarano@allstatesml.com	
<b>Bid Number:</b>	NG-10271; 2022-058-M		<b>Bid Submission Due Date:</b>	05/21/2024	
<b>Contract Amount:</b>	\$239,000.00		<b>Contract Overall M/WBE Goal:</b>	35%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Authorized Representative Signature:</b>					
<b>Print Name:</b>	Anthony J. Marano, Jr.				
<b>Title:</b>	President		<b>Date:</b>	05/21/2024	
<b>Certifying Agency</b>	Pennsylvania Department of General Services		<b>Certification No.</b>	182882-2023-08-SB	

## NOTICE OF SMALL BUSINESS SELF-CERTIFICATION



**pennsylvania**

DEPARTMENT OF GENERAL SERVICES

The Department is pleased to announce that

**ALLSTATES MECHANICAL LTD**

has successfully completed the Pennsylvania Department of General Services' process for self-certification as a small business under the Commonwealth's Small Business Contracting Program, with the following designation:

BUSINESS TYPE(s):

**Construction Contractor**

CERTIFICATION NUMBER: **182882-2023-08-SB**

CERTIFICATION TYPE: **SMALL BUSINESS**

ISSUE DATE: **08/02/2023**

EXPIRATION DATE: **08/02/2025**

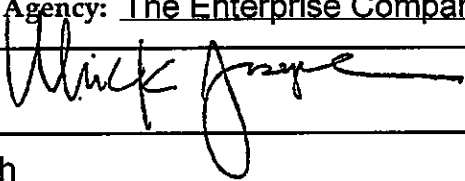
RECERTIFIED DATE:

A handwritten signature in black ink that reads "Kerry L. Kirkland". The signature is written in a cursive, flowing style.

Kerry L. Kirkland, Deputy Secretary  
Bureau of Diversity, Inclusion & Small Business Opportunities

II.

Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		2A Mechanical, LLC		Federal Tax ID:		85-1632682	
Address:		622 Cooper Street		Phone Number:		856-320-8100	
City:		Camden		State:		NJ	
				Zip Code:		08102	
DBA (if applicable):		N/A		Fax Number:		N/A	
Primary Contact Person:		Ulrick Joseph		Primary Contact Email:		ujoseph@2amech.com	
Compliance Contact:		Ulrick Joseph		Compliance Contact Email:		ujoseph@2amech.com	
Description of Services Provided:		Mechanical Equipment Installation					
Approximate \$ amount of Subcontract:		\$47,800.00		Subcontract % of Total Contract Amount:		20%	
Diversity Business Certification(s): <i>Check all that apply.</i> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: <u>The Enterprise Company</u>							
Authorized Representative Signature:							
Print Name:		Ulrick Joseph					
Title:		Managing Member		Date:		05/21/2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.



**THE ENTERPRISE CENTER**  
BUSINESS | CAPITAL | COMMUNITY

**2A Mechanical, LLC**

is duly certified as a

**Minority Business Enterprise**

**Certified NAICS Codes Categories: 236116, 238220**

August 1, 2023  
Certification Date

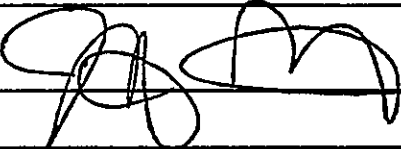
120209116  
Certification Number

August 31, 2024

*Della L Clark*

Della Clark, President

II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		Jlynn, LLC		Federal Tax ID:		273664856	
Address:		6231 PGA Blvd #104-235		Phone Number:		610-772-7992	
City:		Palm Beach Gardens		State:		FL	
				Zip Code:		33418	
DBA (if applicable):		N/A		Fax Number:		N/A	
Primary Contact Person:		Jennifer Marano		Primary Contact Email:		jenni@jlynnhvac.com	
Compliance Contact:		Jennifer Marano		Compliance Contact Email:		jenni@jlynnhvac.com	
Description of Services Provided:		HVAC/Mechanical Labor					
Approximate \$ amount of Subcontract:		\$35,850.00		Subcontract % of Total Contract Amount:		15%	
Diversity Business Certification(s): Check all that apply. <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
Diversity Business Certification to be used on this contract (select one): <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: <u>WBENC</u>							
Authorized Representative Signature:							
Print Name:		Jennifer Marano					
Title:		Managing Member		Date:		05/21/2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

# WBENC

WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

## National Women's Business Enterprise Certification

to

Jlynn, LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).  
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: January 18, 2018

Expiration Date: January 18, 2025

WBENC National Certification Number: WBE1800073

WBENC National WBE Certification was processed and validated by Women's  
Business Enterprise Council Florida, a WBENC Regional Partner Organization.



Authorized by Nancy Allen, President & CEO  
Women's Business Enterprise Council Florida

**WBENC**FLORIDA  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

NAICS: 238220

UNSPSC: 40100000, 72102300, 72102301, 72102302, 72102305, 72121100, 72121103, 72151200, 72151201



Great Lakes  
Women's  
Business  
COUNCIL



WBENC METRO NY  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC GREATER DMV  
WOMEN'S BUSINESS ENTERPRISE COUNCIL



WBENC EAST  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC ORV  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC PACIFIC  
WOMEN'S BUSINESS ENTERPRISE COUNCIL



WBENC SOUTH  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC WEST  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, Allstates Mechanical, Ltd {Company Name}, do hereby acknowledge and agree to the following:

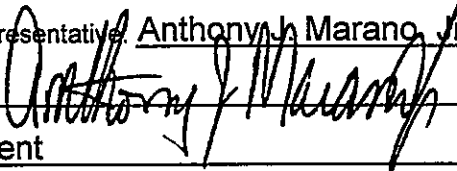
1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy [612 Business Diversity in the Procurement of Materials and Contracted Services](#) further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt an vendor or contractor from Board policy enforcement.

Company Name: Allstates Mechanical, Ltd

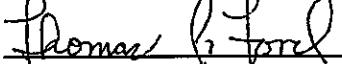
Company Representative: Anthony J. Marano, Jr.

Signature: 

Title: President

Date: 05/21/2024

Company's Compliance Officer:

 (Thomas P. Ford)

Email Address of Company's Compliance Officer:


Tomf@allstatesml.com




**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

I. Information in this section refers to the Prime Contractor/Vendor.

Company Name:		CHADWICK SERVICE COMPANY		Federal Tax ID:		23-2073513	
Address:		362 HUNTSFERRY RD		Phone Number:		215-245-8200	
City:		BENSALEM		State:		PA	
DBA (if applicable):				Fax Number:		215-245-5980	
Primary Contact Person:		MARK CHADWICK		Primary Contact Email:		mchadwick@chadwickservice.com	
Compliance Contact:		MARK CHADWICK		Compliance Contact Email:		mchadwick@chadwickservice.com	
Bid Number:		NG 10272		Bid Submission Due Date:		5/21/24	
Contract Amount:		\$ 832,600		Contract Overall M/WBE Goal:		30%	
Diversity Business Certification(s): Check all that apply. <ul style="list-style-type: none"> <li><input type="checkbox"/> Minority-Owned Business Enterprise (MBE)</li> <li><input type="checkbox"/> Woman-Owned Business Enterprise (WBE)</li> <li><input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)</li> <li><input type="checkbox"/> Small Business Enterprise (SBE)</li> <li><input type="checkbox"/> Disabled Owned Business Enterprise (DSBE)</li> <li><input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE)</li> <li><input type="checkbox"/> LGBT Business Enterprise (LGBTBE)</li> <li><input checked="" type="checkbox"/> None - not applicable</li> </ul>							
Authorized Representative Signature:							
Print Name:		MARK CHADWICK					
Title:		PRESIDENT		Date:		5/21/24	
Certifying Agency				Certification No.			

II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

Company Name:		ESPINOZA ENGINEERING LLC		Federal Tax ID:		83-0716556	
Address:		4057 ALBION AVE		Phone Number:		484-925-6173	
City:		LAFAYETTE HILL		State:		PA	
				Zip Code:		19444	
DBA (if applicable):				Fax Number:			
Primary Contact Person:		MARCOS ESPINOZA		Primary Contact Email:		marcos@espinoza.engineering	
Compliance Contact:		MARCOS ESPINOZA		Compliance Contact Email:		marcos@espinoza.engineering	
Description of Services Provided:		MATERIALS & SUBCONTRACT PROCUREMENT AND REVIEW					
Approximate \$ amount of Subcontract:		\$250,000		Subcontract % of Total Contract Amount:		30%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable							
<b>Diversity Business Certification to be used on this contract (select one):</b> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)							
Diversity Business Certifying Agency: <u>PHILADELPHIA OEO</u>							
Authorized Representative Signature:							
Print Name:		MARCOS ESPINOZA					
Title:		MANAGING MEMBER		Date:		5/21/2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

# PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, Hyde Electric Corporation {Company Name}, do hereby acknowledge and agree to the following:


1. I have read, carefully reviewed this Invitation for Bid (IFB) and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy 612 Business Diversity in the Procurement of Materials and Contracted Services further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the bid.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
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  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
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5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

## Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt an vendor or contractor from Board policy enforcement.

Company Name: Hyde Electric Corporation

Company Representative: Kenneth Funk

Signature: 

Title: President

Date: 05/20/2024

Company's Compliance Officer:

Susan Faber

Email Address of Company's Compliance Officer:

sue@hydeelectric.org

**THE SCHOOL DISTRICT OF PHILADELPHIA OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**


**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

**I. Information in this section refers to the Prime Contractor/Vendor.**

<b>Company Name:</b>	Hyde Electric Corp			<b>Federal Tax ID:</b>	23-1677688
<b>Address:</b>	3441 Bowman St			<b>Phone Number:</b>	215.843.8900
<b>City:</b>	Philadelphia	<b>State:</b>	PA	<b>Zip Code:</b>	19129
<b>DBA (if applicable):</b>				<b>Fax Number:</b>	
<b>Primary Contact Person:</b>	Kenneth Funk		<b>Primary Contact Email:</b>	ken@hydeelectric.org	
<b>Compliance Contact:</b>	Sue Faber		<b>Compliance Contact Email:</b>	sue@hydeelectric.org	
<b>Bid Number:</b>	NG-10273 2022-058E			<b>Bid Submission Due Date:</b>	05/21/2024
<b>Contract Amount:</b>	\$382,440.00			<b>Contract Overall M/WBE Goal:</b>	\$ 115K
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Authorized Representative Signature:</b>	<i>Susan Faber</i>				
<b>Print Name:</b>	Sue Faber				
<b>Title:</b>	Administrator			<b>Date:</b>	05/21/2024
<b>Certifying Agency</b>	PA Dept of General Services			<b>Certification No.</b>	389278-2022-06-SB



Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).

<b>Company Name:</b>	Fox Chase Electrical, Inc		<b>Federal Tax ID:</b>	23-3072007	
<b>Address:</b>	7925 Burholme Ave		<b>Phone Number:</b>	215.722.3438	
<b>City:</b>	Philadelphia	<b>State:</b>	PA	<b>Zip Code:</b>	19111
<b>DBA (if applicable):</b>		<b>Fax Number:</b>	215.722.8437		
<b>Primary Contact Person:</b>	Carol Walsh		<b>Primary Contact Email:</b>	foxlwalsh@aol.com	
<b>Compliance Contact:</b>	Carol Walsh		<b>Compliance Contact Email:</b>	foxlwalsh@aol.com	
<b>Description of Services Provided:</b>	Electrical Installation				
<b>Approximate \$ amount of Subcontract:</b>	\$115k		<b>Subcontract % of Total Contract Amount:</b>	30%	
<b>Diversity Business Certification(s): Check all that apply.</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None - not applicable					
<b>Diversity Business Certification to be used on this contract (select one):</b> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)					
<b>Diversity Business Certifying Agency:</b> PAUCP Cert #9262					
<b>Authorized Representative Signature:</b>					
<b>Print Name:</b>	Carol Walsh				
<b>Title:</b>	President	<b>Date:</b>	05/21/2024		

**Action Item - 54.**

**Title: Contract with Ewing Cole, Inc. - Professional Design Services for the Renovation of the Sayre Morris Recreation Center (\$1,250,775) - Added 6.10.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia, through the Superintendent or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

Ewing Cole, Inc.

**Purpose:**

Professional architectural services for the major renovation of the building systems and exterior and the modernization of the facility

**Start date:** 6/28/2024

**End date:** 6/30/2028

**Compensation not to exceed:** \$1,250,775

**Location:**

Sayre Morris Recreation Center

**Renewal Options:** No

**Description:**

Why is this contract needed?

The Sayre Morris Recreation Center is a 22,00 square foot facility located at 5825 Spruce St, Philadelphia, PA 19139 (near Sayre, William L. High School). Parts of the facility are used by Philadelphia Parks and Recreation (PPR). This 1970s building has a list of deferred maintenance items to be attended to. The purposes of this contract for Architectural and Engineering Design services will be to investigate structural conditions that led to the closure of the pool in 2017 and to create design documentation for renovations to all major building systems and exterior improvements.

The Board of Education by action item 66, on May 25, 2023, authorized the School District to enter into an agreement with the City of Philadelphia to confirm the School District's and the City's shared financial commitment to the estimated project costs to re-open the Sayre

Pool. The City has committed \$3,000,000 for the project and funding from other sources are also possible to offset the School District's commitment to the balance of the total project cost which is estimated to be \$14,978,750. This figure, which was updated in April 2023, includes all items necessary to make the facility fully functional and in compliance with building code requirements.

In addition, the Agreement will outline the terms and conditions of a lease agreement for the ongoing operation of the Sayre Pool by PPR. While the School District would retain ownership of the property, PPR will staff the building, run all pool-related programming, and be responsible for general maintenance and upkeep of the facility. However, the School District would be responsible for any larger capital improvements to the building.

How is this work connected to the District's plan to achieve Goals & Guardrails?

Guardrail 1: Welcoming and Supportive Schools - Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

How will the success of this contract be measured?

By the completion of the construction work indicated in the contract documents on time and within budget.

The Office of Minority and Small Business (OMSBD) will review and verify MWBE compliance in this contract by confirming monthly or quarterly spending reports for verification and potential auditing. Then, OMSBD will track the spending through our contract compliance checks. The OMSBD will then report to internal and external stakeholders.

**Related resolution(s)/approval(s):**

5/25/23, #66

**Funding Source(s):**

FY 24-27 Capital Budget

**Office Originating Request:** Operations - Capital Programs



**ATTACHMENTS:**

**Description**

MWBE Participation Details

**Type**

Supporting Document

## REQUEST FOR PROPOSAL (RFP) NG10451


**THE SCHOOL DISTRICT OF PHILADELPHIA  
OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan****I. Information in this section refers to the Prime Contractor/Vendor.**

Company Name:	EwingCole			Federal Tax ID:	23-1891628	
Address:	100 N. 6th St.			Phone Number:	215.923.2020	
City:	Philadelphia	State:	PA	Zip Code:	19106	
DBA (if applicable):	100 N. 6th St.			Fax Number:	N/A	
Primary Contact Person:	Conrad Talley			Primary Contact Email:	ctalley@ewingcole.com	
Compliance Contact:	Peter Welsh			Compliance Contact Email:	pwelsh@ewingcole.com	
Solicitation Number: NG-	NG10451			Solicitation Submission Due Date:	April 16, 2024	
Contract Amount:	9.35% of Construction			Contract Overall M/WBE Goal:	35%	
<u>Diversity Business Certification(s): Check all that apply.</u> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Women-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veterans Business Enterprise (VBE)/Certified Service-Disabled Veterans Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input checked="" type="checkbox"/> None – not applicable						
Authorized Representative Signature:						
Print Name:	Peter Welsh					
Title:	Director of Operations			Date:	May 22, 2024	
Certifying Agency	N/A			Certification No.	N/A	

## REQUEST FOR PROPOSAL (RFP) NG10451

**II. Information in this section refers to the subcontractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).**

Company Name:	Ian Smith Design Group			Federal Tax ID:	45-4343503	
Address:	322 E. Thompson St.			Phone Number:	267-251-4272	
City:	Philadelphia	State:	PA	Zip Code:	19125	
DBA (if applicable):	N/A			Fax Number:	215-405-2936	
Primary Contact Person:	Ian Smith		Primary Contact Email:xx	ian.smith@is-dg.com		
Compliance Contact:	Ian Smith		Compliance Contact Email:	ian.smith@is-dg.com		
Description of Services Provided:	Architectural, Interior Design, Graphic Design					
Approximate \$ amount of Subcontract:	\$160,000		Subcontract % of Total Contract Amount:	13.5%		
<u>Diversity Business Certification(s): Check all that apply.</u> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Women-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veterans Business Enterprise (VBE)/Certified Service-Disabled Veterans Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None – not applicable						
<u>Diversity Business Certification to be used on this contract (select one):</u> <input checked="" type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Women-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)						
Diversity Business Certifying Agency: <u>DBE: SEPTA / MBE: City of Philadelphia</u>						
Authorized Representative Signature:						
Print Name:	Ian Smith					
Title:	Principal			Date:	05/23/2024	

## REQUEST FOR PROPOSAL (RFP) NG10451

**II. Information in this section refers to the subcontractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).**

Company Name:	David Mason + Associates, Inc.			Federal Tax ID:	43-1514955	
Address:	123 S. Broad Street, Suite 1130			Phone Number:	215-372-3400	
City:	Philadelphia	State:	PA	Zip Code:	19109	
DBA (if applicable):	N/A			Fax Number:	N/A	
Primary Contact Person:	James Gleaton, PE			Primary Contact Email:	jgleaton@davidmason.com	
Compliance Contact:	James Gleaton, PE			Compliance Contact Email:	jgleaton@davidmason.com	
Description of Services Provided:	Civil and Structural Engineering Services					
Approximate \$ amount of Subcontract:	\$183,000			Subcontract % of Total Contract Amount:	15.5%	

Diversity Business Certification(s): Check all that apply.

☒ Minority-Owned Business Enterprise (MBE)  
☐ Women-Owned Business Enterprise (WBE)  
☐ Federally Certified Disadvantaged Business Enterprise (DBE)  
☐ Small Business Enterprise (SBE)  
☐ Disabled Owned Business Enterprise (DSBE)  
☐ Veterans Business Enterprise (VBE)/Certified Service-Disabled Veterans Business Enterprise (SDVBE)  
☐ LGBT Business Enterprise (LGBTBE)  
☐ None – not applicable

Diversity Business Certification to be used on this contract (select one):

☒ Minority-Owned Business Enterprise (MBE) Principal  
☐ Women-Owned Business Enterprise (WBE)  
☐ Federally Certified Disadvantaged Business Enterprise (DBE)

Diversity Business Certifying Agency: City of Philadelphia OEO Registry

Authorized Representative Signature:	James Gleaton <small>Digitally signed by James Gleaton DN: cn=US, E=jgleaton@davidmason.com, O="David Mason &amp; Associates", CN="James Gleaton" Date: 2024.05.24 08:11:28-0400</small>		
Print Name:	James Gleaton		
Title:	Vice President	Date:	05/24/2024

## REQUEST FOR PROPOSAL (RFP) NG10451

**II. Information in this section refers to the subcontractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).**

Company Name:	Becker + Frondorf			Federal Tax ID:	23-2959463	
Address:	1500 Walnut St., Ste. 1910			Phone Number:	215.772.1400	
City:	Philadelphia	State:	PA	Zip Code:	19102	
DBA (if applicable):	N/A			Fax Number:	215.772.0727	
Primary Contact Person:	Mike Zaidel		Primary Contact Email:	mzaidel@beckerfrondorf.com		
Compliance Contact:	Mike Zaidel		Compliance Contact Email:	mzaidel@beckerfrondorf.com		
Description of Services Provided:	Cost Estimating					
Approximate \$ amount of Subcontract:	\$32,000		Subcontract % of Total Contract Amount:	3%		
<u>Diversity Business Certification(s): Check all that apply.</u> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Women-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input checked="" type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veterans Business Enterprise (VBE)/Certified Service-Disabled Veterans Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input type="checkbox"/> None – not applicable						
<u>Diversity Business Certification to be used on this contract (select one):</u> <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Women-Owned Business Enterprise (WBE) <input checked="" type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)						
Diversity Business Certifying Agency: <u>Department of General Services</u>						
Authorized Representative Signature:						
Print Name:						
Title:				Date:		

**M/WBE CONTRACTOR GOOD FAITH EFFORTS SUPPLEMENTAL FORM****RFP#:** NG10451**Project Title/Description:** Architectural and Engineering Design Services for  
Major Renovations to Sayre Morris Recreation Center

<b>Bidder/Proposer/Responder's Company:</b>		EwingCole	
<b>Authorized Representative:</b>		Peter Welsh	<b>Title:</b> Director of Operations
<b>Address:</b>	100 N. 6th St.	<b>Phone:</b>	215.923.2020

The Proposer/Responder/Bidder or Prime Contractor has the burden to demonstrate "Good Faith Efforts" to meet the diverse contracting goals. I certify that the following certified Minority/Women Business Enterprises were contacted to obtain a quote for work to be performed on the above mentioned project/contract.

List of date, name of M/WBE firm, telephone/e-mail address of M/WBEs contacted, type of work requested, estimated budgeted amount for each quote requested.

Date Contacted	Certified Firm Name	Firm's Certification(s)	Firm's Contract Person	Method of Contact	Type of Work	Results of Contact (select a letter from below)
March 27, 2024	Viridian Landscape Studio, Ltd.	Small Business Woman Business Enterprise	Victor Trujillo	E-Mail	Design Services	C
March 27, 2024	JM Hunt Associates, Inc., dba Hunt Engineering Company	Small Business Woman Business Enterprise	Lori Piscopo	E-Mail	Design Services	C
March 29, 2024	SALT Design Studio	Certified Women's Business Enterprise	Sara Pevaroff Schuh	Phone	Design Services	C
March 29, 2024	Ground Reconsidered	Small Business Woman Business Enterprise	Julie Bush	Phone	Design Services	C

To the best of my knowledge and belief, said certified Minority/Women Business Enterprise contractor(s) was/were not selected, unavailable for work on this project, or unable to provide a quote for the following reasons:

Please give the appropriate reasons given by each MBE/WBE firm contacted above.

**A.** Firm agreed to sub-contract and will enter into a formal agreement with the Proposer/Responder/Bidder

**B.** Did not have the capability/capacity to perform the work

**C.** Contract too small

**D.** Remote location / No presence in that area

**E.** Received solicitation notices too late

**F.** Did not want to work with this contractor

**G.** Other (give reason)

## PROCUREMENT VENDOR COMPLIANCE ACKNOWLEDGEMENT FORM

The Pennsylvania Public School Code authorizes the Board to adopt policies and procedures and to make rules and regulations to manage school affairs and fiscal well-being of the District, including with respect to competitive procurements and vendor responsibility. The School District of Philadelphia requires contracted vendors to comply with the policies and procedures adopted by the Board of Education. The School District of Philadelphia will maintain comprehensive records regarding the entire scope of the procurement process, post-award compliance, and administration of the M/WBE participation and compliance adherence process.

I, EwingCole \_\_\_\_\_ {Company Name}, do hereby acknowledge and agree to the following:

1. I have read, carefully reviewed this Invitation for Bid (IFB), RFQ, or RFP and understand the benchmarks and measurements to achieve diversity goals as outlined for M/WBE Participation. Board of Education Policy [612 Business Diversity in the Procurement of Materials and Contracted Services](#) further outlines Business Diversity Goal requirements.
2. I understand that the completion and submission of the M/WBE Participation Plan Form and the supplementary documentation to support if applicable is an element of responsiveness to this IFB, RFQ, or RFP. Failure to submit this documentation with the proposal and/or evidence of Good Faith Efforts will result in rejection of the IFB, RFQ, or RFP.
3. If awarded a contract, I understand and will comply with all contract monitoring, compliance, and enforcement guidelines, including but not limited to recordkeeping and ongoing reporting on contract diversity outcomes that offer the maximum practicable opportunity for qualified and certified M/WBEs and other disadvantaged enterprises to participate throughout all phases of the contract and any subsequent contract amendment. Such as:
  - Monthly and Quarterly post-award compliance reporting via the School District of Philadelphia Oracle Supplier Compliance System to ensure that the vendor meets diversity participation commitments and other contract requirements.
  - Ongoing monitoring of prime contractors' payments to M/WBEs and other contractors utilized through payment reporting and acceptance of payments by sub-contractors.
  - Participating in ongoing training related to vendor compliance and reporting requirements.
4. I understand that non-compliance with vendor compliance reporting and/or diversity participation commitments throughout the life of the contract may result in any of the following events, including but not limited to: withholding of payments, contract termination, suspension, disqualification, debarment, or other sanctions and penalties for failure to comply.
5. I agree to conduct business with the highest levels of ethical standards and agree to comply with all applicable requirements at all times.

### Receipt and Acknowledgement

By signing below, I agree that I have read both this acknowledgement statement and the referenced policies in their entirety. I understand that I am subject to these policies whether or not the acknowledgement form is signed. Lack of confirmation of receipt of the acknowledgement form does not exempt a vendor or contractor from Board policy enforcement.

Company Name: EwingCole

Company Representative: Conrad Talley

Signature 

Title Principal

Date: May 24, 2024

Company's Compliance Officer:

Peter Welsh

Email Address of Company's Compliance Officer:

pwelsh@ewingcole.com





Dear Stakeholder:

You are receiving this letter because your agency may be utilizing Disadvantaged Business Enterprise (DBE) firms that are certified by the Pennsylvania Unified Certification Program (PA UCP). The PA UCP certifies all DBE firms in Pennsylvania in accordance with Title 49-Transportation Code of Federal Regulations (CFR) Part 26. The PA UCP is headed by an Oversight Committee which ensures certification procedures are being carried out and mitigates potential barriers to DBE firms seeking to compete on a level playing field.

It has come to the attention of the PA UCP Oversight Committee that many DBE firms are being required to provide expiration dates and physical copies of certification letters. Please note that DBE firms do not expire consistent with 49 CFR Part 26.87 and an expiration date should not be requested. Furthermore, physical certification letters should not be requested or required. All verification of DBE firms' eligibility should be done via the PA UCP database which can be found at [www.paucp.com](http://www.paucp.com). The PA UCP database is updated in real time and represents the most accurate listing of certified DBEs in Pennsylvania. If your agency requires documentation of a DBE firm's eligibility, a dated screen shot of the applicable firm as it appears in the database should be utilized.

Should you have questions or concerns regarding this notice, please contact Kathleen R. Padilla, Chairperson of the PA UCP Oversight Committee, at (215) 937-1801 or [kathleen.padilla@phl.org](mailto:kathleen.padilla@phl.org).

More information about the PA UCP and the DBE Program can be found at [www.paucp.com](http://www.paucp.com).

Sincerely,

Kathleen R. Padilla,  
Chair of the PA UCP Oversight Committee

#### Certifying Participants

**Allegheny County**  
Department of Minority, Women and  
Disadvantaged Business Enterprises

**Philadelphia  
International Airport**  
Office of Business Diversity

**PENNDOT**  
Bureau of Equal  
Opportunity

**Port Authority of  
Allegheny County**  
Office of Equal  
Opportunity

**SEPTA**  
DBE Program  
Office



# CITY OF PHILADELPHIA

**COMMERCE DEPARTMENT**

1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

**IOLA HARPER**

Deputy Commerce Director  
Office of Economic Opportunity

April 12, 2021

Ian Smith  
Ian Smith Design Group LLC  
322 E. Thompson Street, Suite  
Suite 3Q  
Philadelphia, PA 19125-4272

**RE: CERTIFICATION DATE: April 12, 2021**  
**EXPIRATION DATE: April 6, 2022**  
**CERTIFICATION STATUS: Minority Business Enterprise (MBE)**  
**REGISTRATION NUMBER: 8765082CC**

Dear Ian Smith:

This letter is to inform you that **Ian Smith Design Group LLC** has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. **Ian Smith Design Group LLC** will remain on the City's Registry as long as you remain certified by one of the approved agencies listed on our website.

Your placement in the OEO Registry offers you the following competitive advantages:

1. Free Advertisement 365 days a year, your company's business profile information is listed in OEO's Registry, which is utilized by the City departments, for profit, nonprofit and public industries.
2. The Office of Business Services (OBS) is the City's one-stop-shop for all business related services. OBS can assist you with a wide range of issues, from navigating the permit process to identifying loan programs for which you may qualify. Please call 215-683-2100 for more information on how OBS may be of service.
3. Your firm's participation on City contracts can be counted towards MBE/ WBE participation ranges.
4. Contractors and professionals seeking vibrant MBE/WBE as joint venture partners and sub-contractors view the OEO Registry.

Please inform us if there are any material changes to your certification. These changes may include but are not limited to:

1. your company name;
2. contact information;
3. NAICS Codes/services that you are certified to provide; and/or
4. loss of certification

April 12, 2021  
Ian Smith Design Group LLC  
Page 2

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

**NAICS 5413: ARCHITECTURAL, ENGINEERING, AND RELATED SERVICES**

**NAICS 541310: ARCHITECTS' (EXCEPT LANDSCAPE) OFFICES**

**NAICS 541410: INTERIOR DESIGN SERVICES**

**NAICS 541430: COMMERCIAL ILLUSTRATION SERVICES**

**NAICS 541490: OTHER SPECIALIZED DESIGN SERVICES**

For more information about what OEO and OBS can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). In addition, visit Procurement at <https://www.phlcontracts.phila.gov/bsol> and Finance at <https://secure.phila.gov/eContract/> for current City opportunities.

If you have any questions, feel free to give us a call at 215-683-2071.

Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Nazaarah Sabree, Director of Field Operations, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)



# CITY OF PHILADELPHIA

## COMMERCE DEPARTMENT

1515 Arch Street, 12th Floor  
Philadelphia, PA 19102  
P: 215-683-2055  
F: 215-683-2085

## LYNN T. NEWSOME

Deputy Commerce Director  
Office of Economic Opportunity  
Lynn.T.Newsone@phila.gov

March 7, 2024

Mr. David Mason  
David Mason & Associates, Inc.  
800 S. Vandeventer Ave.  
Suite 1130  
St. Louis, MO 63110

RE:

**CERTIFICATION DATE:** March 7, 2024  
**EXPIRATION DATE:** March 31, 2025  
**CERTIFICATION STATUS:** Minority Business Enterprise (MBE)  
**REGISTRATION NUMBER:** 111641

Dear Mr. David Mason:

CONGRATULATIONS!!! We are pleased to inform you that David Mason & Associates, Inc. has been placed in the City of Philadelphia Office of Economic Opportunity (OEO) Registry. David Mason & Associates, Inc. will remain on the City's Registry as long as the certification is current and your firm remains in good standing. **Please note, it is imperative that the certification/registration be renewed no later than three months after the certification expires. OEO will deactivate your OEO Registry listing three months after the certification expires. (Example - certification/registration expires 1/1/22, on 4/1/22 your business profile will be deactivated from the OEO Registry).**

Your placement in the OEO Registry offers you the following competitive advantages:

1. Free Advertisement 365 days a year. Now that your company is part of the OEO Registry, your company will be viewed by over 50 City of Philadelphia departments, in addition to for-profit, non-profit and private industries.
2. The Office of Business Services (OBS) is the City's one-stop-shop for all business related services. OBS can assist you with a wide range of issues, from navigating the permit process to identifying loan programs for which you may qualify. Please call 215-683-2100 for more information on how OBS may be of service.
3. When your firm is competitively selected and utilized for City of Philadelphia contracts, based on how you are certified (either MBE, WBE or DSBF) your certification can be counted towards the MBE/ WBE/DSBFs participation ranges.
4. Contractors, subcontractors, and professionals who are seeking vibrant and capable MBE/WBE/DSBFs for contracting opportunities, use the OEO Registry. Being part of the OEO Registry increases your ability to compete for private and public procurement opportunities.

Please inform us if there are any material changes to your certification. These changes may include but are not limited to:

1. your company name;
2. contact information;
3. change in ownership, sale or dissolution of your business;
4. NAICS Codes/services that you are **certified** to provide; and/or
5. loss of certification

Please note that OEO will not list NAICS Codes for your firm unless those codes have been provided by your approved certifying entity. If you desire additional NAICS codes, you must obtain them from your approved certifying entity that will evaluate whether your firm has demonstrated requisite control and legitimate capacity for the additional type of work or supply effort. If your firm is identified for work or supply effort on a City bid without the corresponding NAICS Code in the OEO Registry, the work/supply effort will not receive credit.

In addition to being part of the OEO Registry, if your business is headquartered in Philadelphia, we strongly encourage you to apply to the City's Procurement Department to become a certified Local Business Entity (LBE) with the City of Philadelphia. Being a certified LBE provides Philadelphia based businesses with the advantage of as preferred vendor status and being eligible for a bid preference on some City contracts.

Your company will be located in our OEO Registry under the following North American Industry Classification System (NAICS) Codes:

**NAICS 236220: COMMERCIAL AND INSTITUTIONAL BUILDING CONSTRUCTION**

**NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION**

**NAICS 237310: HIGHWAY, STREET, AND BRIDGE CONSTRUCTION**

**NAICS 238910: SITE PREPARATION CONTRACTORS**

**NAICS 541310: ARCHITECTURAL SERVICES**

**NAICS 541330: ENGINEERING SERVICES**

**NAICS 541340: DRAFTING SERVICES**

**NAICS 541370: SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES**

**NAICS 561990: ALL OTHER SUPPORT SERVICES**

**NAICS 562998: ALL OTHER MISCELLANEOUS WASTE MANAGEMENT SERVICES**

For more information about what OEO and the Philadelphia Department of Commerce can do for you, please visit our website at [www.phila.gov/business](http://www.phila.gov/business). Also, please visit the <https://contracts.phila.gov/#/> for current City of Philadelphia contracting opportunities.

If you have any questions, feel free to give us a call at 215-683-2071.

Sincerely,



Alice Dungee-James, MCA  
Director of Registration and Outreach

C: Michelle Price, Director, Office of Business Services (OBS)  
LaShawnda Tompkins, Director of Administration, Procurement Department  
Marla Hamilton, Vice President, Philadelphia Industrial Development Corporation (PIDC)

# NOTICE OF SMALL BUSINESS SELF-CERTIFICATION



The Department is pleased to announce that

**BECKER & FRONDORF INC**

has successfully completed the Pennsylvania Department of General Services' process for self-certification as a small business under the Commonwealth's Small Business Contracting Program, with the following designation:

BUSINESS TYPE(s):

**Building Design Services**

CERTIFICATION NUMBER: **332382-2024-01-SB**

CERTIFICATION TYPE: **SMALL BUSINESS**

ISSUE DATE: **01/30/2024**

EXPIRATION DATE: **01/30/2026**

RECERTIFIED DATE:

A handwritten signature in black ink that reads "Kerry L. Kirkland". The signature is written in a cursive, flowing style.

Kerry L. Kirkland, Deputy Secretary  
Bureau of Diversity, Inclusion & Small Business Opportunities

**Action Item - 55.**

**Title: Fourth Amendment to the Lease Agreement with 18 South Seventh Street Associates, L.P., PMC Property Group for Constitution High School (\$3,446,173.52) - Added 6.10.2024**

**Board of Education Meeting Date:** 6/27/2024

**Action under consideration**

The Administration recommends that the Board of Education authorize The School District of Philadelphia as Lessee, through the Superintendent or his designee, to execute and perform a lease agreement, subject to funding, as follows:

**With:**

18 South Seventh Street Associates, L.P., a Pennsylvania Limited Partnership, c.o. PMC Property Group

**Purpose:**

To extend the Lease for Constitution High School at 18 South Seventh Street for classrooms and ancillary space.

**Start Date:** 8/1/2024

**End Date:** 7/31/2026

**Lease Amount not to exceed:** \$3,446,173.52

**Location:**

18 South 7th Street, Philadelphia.

**Renewal Options:** No

**Description:**

The School District entered into a Lease for 18 South 7th Street dated February 8, 2006, for Constitution High School and also entered into a certain First Amendment to the Lease Agreement dated September 17, 2015, the Second Amendment dated June 16, 2017, the Third Amendment dated June 24, 2021. The Office of Real Property recommends that the School District enters into this Lease Amendment for two additional years. The School District shall be responsible for Rent, Common Area Maintenance (CAM) charges, janitorial services, and utility payments.

Rent, CAM, Janitorial, Utilities:

FY: 2024-2025 FY:2025-2026

Rent	\$1,156,774.26	Rent	\$1,156,774.26
CAM	\$ 200,000.	CAM	\$ 210,000.

Janitorial	\$ 157,500.	Janitorial	\$ 165,375.
Utilities	\$ 195,000.	Utilities	\$ 204,750.
Total	\$1,709,274.26	Total	\$1,736,899.26

Constitution High School is a city-wide admit school providing educational instruction for approximately 400 students in grades nine through twelve.

**Goals and Guardrails:**

Welcoming and Supportive Schools-Guardrail1: Every school will be a safe, welcoming, and healthy place where our students, staff, and community want to be and learn each day.

**How will the success of this contract be measured?**

The success of this contract will be measured by the District's ability to provide adequate in-person learning for its students.

**Related resolution(s)/approval(s):**

November 9, 2005; Resolution A-13

May 25, 2017; A-1

June 24, 2021; #36

**Funding Source(s):**

110-1100-2025-9FP0-2623131-540001

**Office Originating Request:** Operations - Facilities



## **Action Item - 56.**

**Title: Ratification of Contract with The Center for Black Educator Development Presenter (\$2,500) - Added 6.10.2024**

**Board of Education Meeting Date: 6/27/2024**

### **Action under consideration**

The Administration recommends that the Board of Education ratify the execution and performance of a contract by The School District of Philadelphia, through the Superintendent or his designee, subject to funding, as follows:

With: The Center for Black Educator Development

Purpose: Delivery of the keynote address at the 2024 Educator Symposium

Start Date: January 19, 2024

End Date: June 30, 2024

Compensation not to exceed: \$2,500

Location(s): Administrative Offices

Description:

#### **Why is this contract needed? Why is this a ratification?**

The identified contractor delivered the keynote address during the 2024 Educator Symposium. This Keynote speaker is able to connect educators with the teaching and learning that is taking place in classrooms and the broader community. Our goal with this event is to look beyond the classroom to the ways we are preparing our students to step into their communities as empowered change agents. Although the LCA was under the \$20,000 threshold for board approval, the payment was not processed prior to the date services were rendered on April 20, 2023; therefore, board approval is required.

#### **How is this work connected to the District's plan to achieve Goals & Guardrails?**

The Office of Teaching and Learning's work with The Center for Black Educator Development Presenter directly aligns with the Board of Education's Guardrail #4. Our students' potential will not be limited by practices that perpetuate systemic racism and hinder student achievement. Educational equity for our students is at the core of our work as coaches, professional learning specialists, and leaders. The outside contractor for this event provides the external perspective to bridge the work we do in schools with the work that is taking place in communities.

#### **How will the success of this contract be measured?**

In terms of specific outcomes, we will equip educators to address the sociopolitical culture

that informs the lives and experiences of us all. Our Keynote speaker lays the foundation of the day's learning and motivates educators as they enter into professional learning. By clearly communicating the importance of the content in the sessions and its applicability to the situations students will encounter outside of the classroom, educators will carry with them the immediacy and impact of their sessions. We will evaluate the effectiveness of the contracted services through follow up surveys of participants, particularly gauging the impact of the Keynote speaker.

**When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?**

When selecting this vendor, we consulted with District internal stakeholders by reviewing the content of the professional learning and needs of the team based on prior development.

**Office Originating Request:** Talent

**Action Item - 57.**

**Title: Authorization to Apply for State Facilities Improvement Grants from the Department of Community and Economic Development for Edison High School/AVTS. (\$1,531,500) - Added 6.25.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

WHEREAS, The Public School Facility Improvement Grant Program (the "Program") was created to provide grants to public school districts and area career and technical schools for eligible facility improvement projects.

WHEREAS, the Program was established under Section 1753.2-E of Subarticle E of Act 34 of 2023 (P.L. 251, No. 34) (72 P.S. §1753.2-E). The Program is administered by the Department of Community and Economic Development ("DCED") under the direction of the Commonwealth Financing Authority ("CFA").

WHEREAS, the Program requires applicants to submit, as part of the application, a resolution duly adopted by the applicant's governing board formally requesting the Public School Facility Improvement Grant/AVTS, designating an official to execute all documents, describing briefly the improvement project scopes, and identifying the grant amount.

WHEREAS, the School District of Philadelphia ("School District") requests authorization from the Board of Education to apply for a State Facilities Improvement Grant/AVTS ("PSFIG/AVTS") totaling up to \$1,531,500 through the Program.

WHEREAS, a grant request cannot exceed 75% of the total eligible project costs. Projects require a cash match of 25% of total eligible project costs. Matching funds are defined as those funds, in addition to the requested grant funds, necessary to complete the proposed project and must be secured at the time of application submission.

WHEREAS, Edison High School/AVTS was selected for improvement projects based on recommendations from the Office of Capital Programs after a critical review of work order submissions, Environmental and FCA/FCI data.

WHEREAS, funds from the PSFIG will provide the District with funds to perform upgrades, renovations and repairs to the interior of the school to give the teachers and students a better teaching and learning environment. The amount of the grant request and scope of the project include, but are not limited to, the following:

Edison High School (\$1,531,500 grant request): The Scope of work includes replacing the existing ventilation systems in two teaching kitchens that make up the Culinary Arts CTE program. This includes replacing the kitchen hoods and associated fire protection systems, make-up air system, dishwasher exhaust system, HVAC diffusers and piping, new ceilings, and new lighting.

RESOLVED, the Board of Education authorizes the School District of Philadelphia, through the Superintendent or his designee, to apply for Federal Facilities Improvement Grants of up to \$1,531,500 as set forth above to be used for the above-described improvement projects and execute all necessary documents between the District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grants.

**Office Originating Request:** Operations - Capital Programs

**Action Item - 58.**

**Title: Authorization to Apply for State Facilities Improvement Grants from the Department of Community and Economic Development for Martha Washington Elementary, Childs Elementary, Blaine Elementary, Overbrook High School, Cayuga Elementary, and Hopkinson Elementary. (\$21,161,261) - Added 6.25.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

WHEREAS, The Public School Facility Improvement Grant Program (the "Program") was created to provide grants to public school districts and area career and technical schools for eligible facility improvement projects.

WHEREAS, the Program was established under Section 1753.2-E of Subarticle E of Act 34 of 2023 (P.L. 251, No. 34) (72 P.S. §1753.2-E). The Program is administered by the Department of Community and Economic Development ("DCED") under the direction of the Commonwealth Financing Authority ("CFA").

WHEREAS, the Program requires applicants to submit, as part of the application, a resolution duly adopted by the applicant's governing board formally requesting Public School Facilities Improvement Grants, designating an official to execute all documents, describing briefly the improvement project scopes, and identifying the grant amount.

WHEREAS, the School District of Philadelphia ("School District") requests authorization from the Board of Education to apply for seven Public School Facilities Improvement Grants ("PSFIG") totaling up to \$21,161,261 through the Program.

WHEREAS, a grant request cannot exceed 75% of the total eligible project costs. Projects require a cash match of 25% of total eligible project costs. Matching funds are defined as those funds, in addition to the requested grant funds, necessary to complete the proposed project and must be secured at the time of application submission.

WHEREAS, Martha Washington Elementary, Childs Elementary, Blaine Elementary, Overbrook High School, Cayuga Elementary, and Hopkinson Elementary were selected for improvement projects based on recommendations from the Office of Capital Programs after a critical review of work order submissions, Environmental and FCA/FCI data.

WHEREAS, funds from the PSFIG will provide the District with funds to perform upgrades, renovations and repairs to the exteriors and interiors of the schools to give the teachers and students a better teaching and learning environment. The amount of the grant request and scope of the seven projects include, but are not limited to, the following:

Martha Washington Elementary (\$1,544,249 grant request) —The scope of work includes the complete renovation of ten existing toilet rooms and three janitor's closets, including new plumbing fixtures, updated finishes, increased ventilation, and new toilet partitions and accessories. The renovation will make the ten toilet rooms ADA-compliant.

Childs Elementary (\$1,476,647 grant request): The scope of work includes the complete renovation of seven existing bathrooms, including new plumbing fixtures, updated finishes, increased ventilation, and new toilet partitions and accessories. The renovation will make the seven toilet rooms ADA-compliant.

Blaine Elementary (\$4,049,876 grant request): The scope of work includes removing and replacing all exterior windows with new, energy-efficient, insulated window units. It also

includes removing and replacing interior doors and hardware to improve the security of interior classrooms and other spaces.

Overbrook High School (\$5,000,000 grant request): The scope of work includes a complete interior renovation of the auditorium to include plaster repairs, replacement of wood flooring, new LED lighting throughout, new stage lighting, new auditorium seating, new sound system, new stage curtain and painting of all interior surfaces. The scope also includes a new HVAC system to service the auditorium area.

Overbrook High School (\$5,000,000 grant request) - The scope of work includes completely removing and replacing the existing roofing system for the entire school building. This includes masonry repairs, new roof drains, and new flashings. The completed roof system will resolve existing water infiltration issues and include a full manufacturer's warranty of 30 years.

Cayuga Elementary (\$2,489,987 grant request): The scope of work includes removing and replacing the existing roofing system. It also includes masonry repairs, new roof drains, and all new roof flashings. The completed roof system will resolve existing water infiltration issues and include a full manufacturer's warranty of 30 years.

Hopkinson Elementary (\$1,600,502 grant request): The scope of work includes completely removing and replacing the existing roofing system for the entire school building. This includes masonry repairs, new roof drains, and new flashings. The completed roof system will resolve existing water infiltration issues and include a full manufacturer's warranty of 30 years.

RESOLVED, the Board of Education authorizes the School District of Philadelphia, through the Superintendent or his designee, to apply for Federal Facilities Improvement Grants of up to \$21,161,261 as set forth above to be used for the above-described improvement projects and execute all necessary documents between the District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grants.

**Office Originating Request:** Operations - Capital Programs

## **Action Item - 59.**

### **Title: Authorization to Levy and Assess Taxes - Real Estate Tax, Use & Occupancy Tax, School Income Tax, and Liquor by the Drink Tax - Added 6.25.2024**

**Board of Education Meeting Date: 6/27/2024**

#### **Action under consideration**

WHEREAS, Article XII, Section 305 of the Philadelphia Home Rule Charter requires the Board of Education to levy taxes annually within the authority prescribed by the General Assembly of the Commonwealth of Pennsylvania or the Council of the City of Philadelphia in amounts sufficient to fund current operations, interest and all other charges on debt and incidental services and to certify said tax levy to the City of Philadelphia; and

WHEREAS, the Council of the City of Philadelphia by ordinances enacted on June 9, 2017 (Bill No. 170199 and Bill No. 170200), and by ordinance enacted on June 13, 2024 (Bill No. 240180) (the “Ordinances”) has authorized the levy of taxes for school purposes as described in Sections 1, 2 and 3 of this Action Item, said rates as applicable having been established based upon the assessment of real estate by the City of Philadelphia, as returned by the Office of Property Assessment; and

WHEREAS, the Board of Education was authorized to impose certain annual taxes for school purposes within the City of Philadelphia for the year 2025; and

WHEREAS, by this Action Item, the Board of Education desires to levy and impose annual taxes for school purposes within the limits prescribed by the Council of the City of Philadelphia; and

WHEREAS, pursuant to Section 2(b)(ii) of Article VIII of the Constitution of the Commonwealth, the General Assembly has adopted the Affordable Housing Unit Tax Exemption Act, Act 58 of 2022, 72 P.S. §§ 4728.101- 4728.501, which authorizes municipalities to establish a program to exempt certain low-income property owners from paying certain increases to real estate taxes, the City of Philadelphia has adopted the low-income tax relief provisions authorized by the Act in Bill No. 240059 (approved June 6, 2024), codified as Chapter 19-4600 of The Philadelphia Code, a copy of which Bill is attached hereto; and

WHEREAS, Section 103 of the Act, 72 P.S. § 4728.103, provides that “[a] tax exemption or special tax provision permitted under this Act shall not be enforceable until the governing body of each local taxing authority with mutual jurisdiction to levy real estate taxes on a subject property has approved an ordinance or resolution adopting the tax exemption or special tax provision,” and Section 205 of the Act, 72 P.S. § 4728.205, provides that “[e]ach local taxing authority shall provide by ordinance or resolution, rule or regulation for the administration and enforcement of an ordinance or resolution adopted under this act.”

#### **NOW BE IT RESOLVED,**

(A) That the Board of Education of The School District of Philadelphia, Pennsylvania, hereby levies and assesses the following taxes:

1. For the tax year 2025, a tax rate (the “Tax Rate”) of 0.7839% or seven thousand eight hundred thirty-nine ten-thousandths cents (\$0.7839) per one hundred dollars (\$100.00). The tax shall be calculated, by multiplying the Tax Rate by the Net Taxable Value of the property. Net Taxable Value shall be calculated by subtracting the amount of Homestead Exclusion, if any, provided and defined in Section 19-1301 of the Philadelphia Code, from the assessed value of the property returned by the Office of Property Assessment in the year immediately preceding the tax year, but in no event may Net Taxable Value be less than zero.

2. For the tax year beginning July 1, 2024 a tax on the use or occupancy of real estate within the School District for the purpose of carrying on any business, trade, occupation, profession, vocation, or

any other commercial or industrial activity at a tax rate (the “U&O Tax Rate) of one and twenty-one hundredths percent (1.21%). The tax shall be computed pursuant to the formula set forth in Section 19-1806 (4) of Ordinance (Bill No. 170200) utilizing the U&O Tax Rate and the definitions of Assessed Value and Exemption Amount set forth therein.

3. For Fiscal Year 2025 a tax on net income from the ownership, lease, sale or other disposition of real property and tangible and intangible personal property of residents of the School District of Philadelphia received or credited from January 1, 2024 to December 31, 2024, at the rate of three and seventy-five hundredths percent (3.75%) or approximately three dollars and seventy-five hundredths of a cent (\$3.75) on each one hundred dollars (\$100.00) of net income in accord with the Act of August 9, 1963, P.L. 640, 53 P.S. §16101 et seq., as amended, and Philadelphia Code § 19-1804, and in the event the rate of any tax imposed hereunder is determined to exceed any limitation imposed by statute, it is the intent of this resolution to impose such tax at the maximum permissible rate (mirroring Resident City Wage Tax).

4. For the year beginning July 1, 2024, a tax on the sales at retail of liquor and malt and brewed beverages at the rate of ten percent (10%) of the sale price in accord with Philadelphia Code §19-1805 (1994), App. No. 228.

(B) That the Board of Education shall forthwith certify this levy of school taxes, under the seal of the School District attested by the President of the Board of Education and the Secretary, to the Office of Property Assessment, the Board of Revision of Taxes or other proper authority of the City of Philadelphia authorized to prepare tax duplicates, to be entered thereon, and by such authority to be certified to the City’s Department of Revenue, such taxes to be collected as provided by law, at the same time, in the same manner and with like authority as other taxes collected in the City.

(C) That the officials collecting municipal taxes in the City of Philadelphia are directed to collect said taxes and do all acts necessary in connection therewith.

(D) In the event that subsequent to the adoption of this Action Item, any of the Ordinances are amended or modified, whether by action of City Council or otherwise, with respect to the basis upon which taxable real property is assessed for the year 2024, this Action Item shall, without further action of the Board of Education, be amended to reflect such amendment or modification.

#### **NOW BE IT FURTHER RESOLVED,**

That the Board of Education of The School District of Philadelphia adopts the special tax provisions of, and approves of the administration and enforcement system established by, Bill No. 240059, and hereby approves of implementation of the low-income tax relief program it establishes for the period January 1, 2025 through December 31, 2025.

**Office Originating Request: Finance**

#### **ATTACHMENTS:**

Description

Type



**Action Item - 60.**

**Title: Ad Prima Charter School – Application for Charter Renewal - Added  
6.25.2024/Updated 12.12.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

Term: July 1, 2024 through June 30, 2029

Amendment: None

Description: Ad Prima Charter School applied for renewal of its charter in the 2023-24 school year. A renewal evaluation of this charter school was completed by the Charter Schools Office in 2023-24, and the latest Annual Charter Evaluation with renewal recommendation was completed in 2024 ([ACE-R - Renewal Recommendation](#)). The CSO has recommended a five-year renewal with school-specific conditions, effective July 1, 2024. The renewal includes school-specific conditions related to: (i) compliance with PA regulations for students with disabilities in connection with due process requirements in the expulsion process ; (ii) appropriate use of a reclassification and monitoring process for English Learners; (iii) compliance with due process procedures related to student expulsions; and (iv) the collection and maintenance of background checks and clearance records required for public school employees in compliance with applicable laws. The Board of Education will consider this application for charter renewal.

**Office Originating Request: Board of Education**

**ATTACHMENTS:**

Description

Ad Prima - Final Action Item

Type

Supporting Document

Re: Ad Prima Charter School -- Application for Charter Renewal

WHEREAS, pursuant to the Charter School Law, 24 P.S. § 17-1701-A, *et seq.*, the School Reform Commission (“SRC”) of the School District of Philadelphia (“School District”) granted a charter (“Charter”) to the Board of Trustees AD PRIMA CHARTER SCHOOL (“Charter School”) to operate a charter school for a five-year term commencing in 2004; and

WHEREAS, the SRC renewed the Charter for a five-year term in 2009 and 2014; and

WHEREAS, the Board of Education renewed the Charter for a five-year term in 2019; and

WHEREAS, the Charter School has sought renewal of its Charter; and

WHEREAS, the Charter School has agreed to certain terms and conditions in connection with the renewal of the Charter and has submitted a charter agreement signed by the Charter School (“Charter Agreement”) to the Charter Schools Office (“CSO”) setting forth the agreed terms and conditions of renewal; now be it

RESOLVED, that the Board of Education hereby RENEWS the Charter School’s Charter, subject to the terms and conditions agreed to by the Charter School as set forth below, for a five-year term commencing on July 1, 2024 and ending on June 30, 2029, effective upon the full execution of the Charter Agreement by the School District and by the Chair of the Board of Trustees of the Charter School or another member of the Board duly designated by the Board; and be it

FURTHER RESOLVED, that the Charter School has agreed to comply with certain performance requirements (“Performance Requirements”) as set forth below. Failure to comply with the Performance Requirements may be a basis for revocation or nonrenewal of the Charter School’s Charter.

1. The Board of Trustees shall ensure that all trustees, officers, administrators, and the immediate family of trustees, officers and administrators of the Charter School comply with the Ethics Act and the Pennsylvania Nonprofit Corporation Law of 1988 (“Nonprofit Law”). The Board of Trustees shall adopt a Conflicts of Interest policy that complies with the Ethics Act and the Nonprofit Law.
2. The Board of Trustees shall elect Board officers, shall hold Board members to established term lengths and limits, shall ensure that the Board has the minimum required number of Board members, and shall fill open Board seats in a timely fashion, in accordance with the Charter School’s Bylaws. The Charter School’s website must include

a list of all individuals serving on the Board of Trustees and include direct email addresses for each individual. On an annual basis, the Charter School shall provide to the School District an updated list of the members of the Board of Trustees either by Epicenter or any subsequent School District system.

3. The Board of Trustees shall hold regular public meetings at least six (6) times every school year. Notwithstanding the foregoing, the Board of Trustees shall meet to take action in a timely manner in accordance with the Charter, Applicable Laws (as defined in Article II, Section A.1), and the Charter School's Student Code of Conduct, but no less frequently than necessary to act on student discipline matters within forty-five (45) days after any infraction or hearing as required by Applicable Laws (as defined in Article II, Section A.1).

4. The Board of Trustees shall adopt an Admissions Policy and Process which complies with the Public School Code and Charter School Law. Additionally, the Admissions Policy and Process:

- a. shall include provisions on: (i) application deadlines; (ii) enrollment preferences, order and allocation of preferences, and methods by which preferences would be identified; (iii) student recruitment procedures and communications, including details on methods to be used to recruit students Citywide or in an applicable attendance zone, and to monitor any specified enrollment targets; (iv) lottery dates, and (v) communication of lottery results, in a form and with provisions that are acceptable to the Charter Schools Office;
- b. shall provide that the application will be made clearly and plainly available on the Charter School's website in English, Spanish, and any additional language the Charter School deems appropriate without any barriers to enrollment requiring technology;
- c. shall provide that families will have at least four (4) weeks to complete and submit enrollment packets in person or digitally after lottery acceptance; with exceptions made for extenuating circumstances for families with language barriers;
- d. shall provide that an ordered, up-to-date waitlist be continuously maintained, reflecting at any given time the next eligible student to be offered admission in each grade served by the Charter School, identifying any applicable preference(s) for each student, and indicating the date any student is removed from the waitlist with the reason for removal;
- e. shall provide that if seats open during the school year for any grade served by the school or between school years for grades served other than the initial grade, the Charter School shall accept new students from the waiting list in appropriate order for particular grades or new applicants if there are no applicants for that grade on the waiting list; and

f. shall provide that the Charter School shall provide a copy of its current waiting list at any time during the Term of the Charter within ten (10) business days after request by the Charter Schools Office.

5. The Board of Trustees shall submit to the School District by August 1st of each year during the Term of the Charter as part of the Charter School's Annual Report, or separately if not included in the Charter School's Annual Report, evidence that all professional staff providing educational services at the Charter School have all necessary licenses, certifications, qualifications and credentials required by the Charter and Applicable Laws, including without limitation the seventy-five percent (75%) certification requirement in accordance with the Charter School Law, and identify the number of all certified special education and English as a Second Language personnel with direct instruction responsibilities.

6. The Board of Trustees shall ensure that (i) all employees have required federal and state criminal and child abuse background checks during the Term of the Charter; and (ii) copies of such background checks are kept in each employee's personnel file. Preferably, the Charter School's annual financial audit will include an annual review of a sample of employee files for appropriate clearances and background checks.

7. The Board of Trustees shall ensure that required payments to the Public School Employees' Retirement System ("PSERS") are made timely. If the Charter School fails to make timely payments to PSERS and that results in a reduction of the School District's basic education subsidy, the School District shall withhold such reduction in a future monthly per-pupil payment to the Charter School. Additionally, any failure to make required PSERS payments above a threshold established by the Charter Schools Office or in any amount repeatedly shall result in the issuance of a Notice of Deficiency.

8. The Board of Trustees shall submit to the Charter Schools Office signed, complete, and accurate Statements of Financial Interest, pursuant to guidelines established by the Charter Schools Office. These documents are required by the Ethics Act and the Charter School Law to be completed annually for each trustee on the Board's roster for that school year.

9. The Board of Trustees shall ensure that the dates, times, and locations of scheduled Board meetings are posted on the Charter School's website and that any updates to the Board meeting schedule are posted timely. Furthermore, minutes from Board meetings shall be posted on the Charter School's website within two weeks of approval by the Board of Trustees, but not later than after the conclusion of a second consecutive board meeting after each meeting, and shall remain posted for a minimum of one year from date of Board meeting.

10. The Board of Trustees agree that the Charter School shall participate in the School District's charter school performance framework and monitoring system ("Charter School Performance Framework") as set forth in Article X of the Charter;

and be it;

FURTHER RESOLVED, that the Charter School has agreed to comply with certain conditions for renewal ("Conditions for Renewal"). Failure to comply with the Conditions for Renewal as set forth below may be a basis for revocation or nonrenewal of the Charter School's Charter.

1. During every year of the Charter Term, the Charter School shall demonstrate compliance with all due process requirements in 22 Pa.Code section 12.8 during the expulsion recommendation process in accordance with 22 Pa. Code Chapter 711. The Charter School shall achieve a "Meets Standard" for the Manifestation Determination Practice standard as reflected on the ACE or the subsequent similar document. This condition will be assessed annually during the Term of the Charter.
2. By October 15 of each school year during the Charter Term, the Charter School shall submit to the Charter Schools Office: (i) a list of any newly reclassified English Learners and all students receiving monitoring following reclassification including the date of reclassification; and (ii) evidence that for all reclassified students, the Charter School has met the State required criteria and procedures for Reclassification, Monitoring, and Redesignation of English Learners.
3. The Charter School shall achieve a "Meets Standard" for the EL Exiting standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.
4. During every year of the Charter Term, the Charter School shall demonstrate compliance with all student rights during the expulsion recommendation process in accordance with 22 Pa. Code Chapter 12. The Charter School shall achieve a "Meets Standard" for the Expulsion Process standard as reflected on the ACE or the subsequent similar document. This condition will be assessed annually during the Term of the Charter.
5. Prior to the execution of the Charter by the School District, the Charter School shall submit to the Charter Schools Office, for review and approval, a revised employee handbook and/or hiring policy that clearly outlines requirements and processes for the submission of: (i) current Pennsylvania State Police and federal criminal history record information, in accordance with 24 P.S. §1-111; (ii) official clearance statements regarding child injury or abuse from the Department of Public Welfare, in accordance with 23 Pa. C.S. Ch. 63 Subch. C.2.; and (iii) all documentation demonstrating compliance with the employment history review process delineated in Act 168 of 2014, 24 P.S. §1-111.1, for all applicants for a position in which the employee would have direct contact with children prior to employment by the Charter School and for the maintenance of satisfactory, statutorily current criminal history record information and child injury or child abuse clearance statements for the duration of employment with the Charter School.
6. By September 30 of each school year during the Charter Term, the Charter School shall submit to the Charter Schools Office a complete list of all staff members for the

school year, along with copies of all required background checks and clearances for each employee, at the Charter School, including Act 168 information. If any clearances or background checks are missing or incomplete, the Charter School must take appropriate and necessary steps to address the employment status of such individual(s) prior to December 15th of the same school year. The Charter School shall ensure that all clearances and background checks are collected and up-to-date throughout the Charter Term;

and be it;

FURTHER RESOLVED, the School District and the Charter School acknowledge and agree that the Charter School will enroll students in Kindergarten to Grade 8 with a maximum of 700 students during the Term of the Charter, unless the parties agree in writing to other terms. Under no circumstances will the Charter School request payment from the School District or the Commonwealth of Pennsylvania for more students than set forth herein nor enroll students in different grades including Kindergarten, without Board of Education approval by action item; and be it

FURTHER RESOLVED, that the Charter School has agreed to the following provisions related to the School District's Charter School Performance Framework:

1. The Charter School agrees to participate in the School District's Charter School Performance Framework. The Charter School Performance Framework includes an annual assessment of the Charter School's academic, financial, and organizational performance as well as compliance with Applicable Laws. Organizational performance includes, but is not limited to, a review of the Charter School's admissions and enrollment policies and practices, student discipline practices, special education programming, ELL programming, and Board of Trustees governance in order to assess compliance with the Charter and Applicable Laws, federal, state and local guidance, policies, and Charter Schools Office procedures. Financial performance includes, but is not limited to, a review of the Charter School's financial health and long-term sustainability, and generally accepted standards of fiscal management.
2. The Charter School agrees to provide or allow to be provided to the School District and the Charter Schools Office all records, including student level academic performance, necessary to properly assess the academic success, organizational compliance and viability, and financial health and sustainability of the Charter School under the Charter School Performance Framework, timely and pursuant to Charter Schools Office procedures.
3. The Charter School acknowledges that achieving the performance objectives identified in the Charter School Performance Framework is critical to meeting the needs of public school students in Philadelphia. The Charter School shall actively monitor its own progress towards achieving objectives identified in the Charter School Performance Framework. The Charter Schools Office may also evaluate any or all of the performance domains – academic, organizational and financial – on an annual basis formally.

4. During the Term of the Charter, changes to the Charter School Performance Framework may be made as a result of changes to Applicable Laws or changes to charter school data availability and minor changes may be made as a result of needed adjustments to academic, financial and organizational assessment criteria. The Charter Schools Office will provide notice to charter schools in Philadelphia of any change to the Charter School Performance Framework prior to implementation of such change. The Charter Schools Office would use its best efforts to solicit feedback on changes from Philadelphia charter schools in advance of implementation of changes.

## Action Item - 61.

**Title: Laboratory Charter School of Communication and Languages – Application for Charter Renewal - Added 6.25.2024/Updated 12.12.2024**

**Board of Education Meeting Date: 6/27/2024**

### Action under consideration

Term: July 1, 2024 through June 30, 2029

Amendment: None

Description: Laboratory Charter School of Communication and Languages applied for renewal of its charter in the 2023-24 school year. A renewal evaluation of this charter school was completed by the Charter Schools Office in 2023-24, and the latest Annual Charter Evaluation with renewal recommendation was completed in 2024 ([ACE-R - Renewal Recommendation](#)). The CSO has recommended a five-year renewal with school-specific conditions, effective July 1, 2024. The renewal includes school-specific conditions related to: (i) proficiency targets and/or growth targets based on outcomes on the 2027-28 PSSA English Language Arts (ELA) test; and (ii) proficiency targets and/or growth targets based on outcomes on the 2027-28 PSSA Math test. The Board of Education will consider this application for charter renewal.

**Office Originating Request: Board of Education**

### ATTACHMENTS:

Description	Type
Laboratory Charter School - Final Action Item	Supporting Document



Re: Laboratory Charter School of Communication and Languages –  
Application for Charter Renewal

WHEREAS, pursuant to the Charter School Law, 24 P.S. § 17-1701-A, *et seq.*, the Board of Education of the School District of Philadelphia (“School District”) granted a charter (“Charter”) to the Board of Trustees of LABORATORY CHARTER SCHOOL OF COMMUNICATION AND LANGUAGES (“Charter School”) to operate a charter school for a four-year term commencing in 1998; and

WHEREAS, the School Reform Commission (“SRC”) renewed the Charter for five-year terms in 2002, and 2007; and

WHEREAS, the SRC renewed the Charter, in 2014, for a five-year term commencing in 2012, and, in 2018, for a five-year term commencing in 2017; and

WHEREAS, the Board of Education renewed the Charter for a one-year term in 2022; and

WHEREAS, the Charter School has sought renewal of its Charter; and

WHEREAS, the Charter School has agreed to certain terms and conditions in connection with the renewal of the Charter and has submitted a charter agreement signed by the Charter School (“Charter Agreement”) to the Charter Schools Office (“CSO”) setting forth the agreed terms and conditions of renewal; now be it

RESOLVED, that the Board of Education hereby RENEWS the Charter School’s Charter, subject to the terms and conditions agreed to by the Charter School as set forth below, for a five-year term commencing on July 1, 2024 and ending on June 30, 2029, effective upon the full execution of the Charter Agreement by the School District and by the Chair of the Board of Trustees of the Charter School or another member of the Board duly designated by the Board; and be it

FURTHER RESOLVED, that the Charter School has agreed to comply with certain performance requirements (“Performance Requirements”) as set forth below. Failure to comply with the Performance Requirements may be a basis for revocation or nonrenewal of the Charter School’s Charter.

1. The Board of Trustees shall ensure that all trustees, officers, administrators, and the immediate family of trustees, officers and administrators of the Charter School comply with the Ethics Act and the Pennsylvania Nonprofit Corporation Law of 1988

(“Nonprofit Law”). The Board of Trustees shall adopt a Conflicts of Interest policy that complies with the Ethics Act and the Nonprofit Law.

2. The Board of Trustees shall elect Board officers, shall hold Board members to established term lengths and limits, shall ensure that the Board has the minimum required number of Board members, and shall fill open Board seats in a timely fashion, in accordance with the Charter School’s Bylaws. The Charter School’s website must include a list of all individuals serving on the Board of Trustees and include direct email addresses for each individual. On an annual basis, the Charter School shall provide to the School District an updated list of the members of the Board of Trustees either by Epicenter or any subsequent School District system.

3. The Board of Trustees shall hold regular public meetings at least six (6) times every school year. Notwithstanding the foregoing, the Board of Trustees shall meet to take action in a timely manner in accordance with the Charter, Applicable Laws (as defined in Article II, Section A.1), and the Charter School’s Student Code of Conduct, but no less frequently than necessary to act on student discipline matters within forty-five (45) days after any infraction or hearing as required by Applicable Laws (as defined in Article II, Section A.1).

4. The Board of Trustees shall adopt an Admissions Policy and Process which complies with the Public School Code and Charter School Law. Additionally, the Admissions Policy and Process:

- a. shall include provisions on: (i) application deadlines; (ii) enrollment preferences, order and allocation of preferences, and methods by which preferences would be identified; (iii) student recruitment procedures and communications, including details on methods to be used to recruit students Citywide or in an applicable attendance zone, and to monitor any specified enrollment targets; (iv) lottery dates, and (v) communication of lottery results, in a form and with provisions that are acceptable to the Charter Schools Office;
- b. shall provide that the application will be made clearly and plainly available on the Charter School’s website in English, Spanish, and any additional language the Charter School deems appropriate without any barriers to enrollment requiring technology;
- c. shall provide that families will have at least four (4) weeks to complete and submit enrollment packets in person or digitally after lottery acceptance; with exceptions made for extenuating circumstances for families with language barriers;
- d. shall provide that an ordered, up-to-date waitlist be continuously maintained, reflecting at any given time the next eligible student to be offered admission in each grade served by the Charter School, identifying any applicable

preference(s) for each student, and indicating the date any student is removed from the waitlist with the reason for removal;

e. shall provide that if seats open during the school year for any grade served by the school or between school years for grades served other than the initial grade, the Charter School shall accept new students from the waiting list in appropriate order for particular grades or new applicants if there are no applicants for that grade on the waiting list; and

f. shall provide that the Charter School shall provide a copy of its current waiting list at any time during the Term of the Charter within ten (10) business days after request by the Charter Schools Office.

5. The Board of Trustees shall submit to the School District by August 1st of each year during the Term of the Charter as part of the Charter School's Annual Report, or separately if not included in the Charter School's Annual Report, evidence that all professional staff providing educational services at the Charter School have all necessary licenses, certifications, qualifications and credentials required by the Charter and Applicable Laws, including without limitation the seventy-five percent (75%) certification requirement in accordance with the Charter School Law, and identify the number of all certified special education and English as a Second Language personnel with direct instruction responsibilities.

6. The Board of Trustees shall ensure that (i) all employees have required federal and state criminal and child abuse background checks during the Term of the Charter; and (ii) copies of such background checks are kept in each employee's personnel file. Preferably, the Charter School's annual financial audit will include an annual review of a sample of employee files for appropriate clearances and background checks.

7. The Board of Trustees shall ensure that required payments to the Public School Employees' Retirement System ("PSERS") are made timely. If the Charter School fails to make timely payments to PSERS and that results in a reduction of the School District's basic education subsidy, the School District shall withhold such reduction in a future monthly per-pupil payment to the Charter School. Additionally, any failure to make required PSERS payments above a threshold established by the Charter Schools Office or in any amount repeatedly shall result in the issuance of a Notice of Deficiency.

8. The Board of Trustees shall submit to the Charter Schools Office signed, complete, and accurate Statements of Financial Interest, pursuant to guidelines established by the Charter Schools Office. These documents are required by the Ethics Act and the Charter School Law to be completed annually for each trustee on the Board's roster for that school year.

9. The Board of Trustees shall ensure that the dates, times, and locations of scheduled Board meetings are posted on the Charter School's website and that any updates to the Board meeting schedule are posted timely. Furthermore, minutes from Board meetings shall be posted on the Charter School's website within two weeks of

approval by the Board of Trustees, but not later than after the conclusion of a second consecutive board meeting after each meeting, and shall remain posted for a minimum of one year from date of Board meeting.

10. The Board of Trustees agree that the Charter School shall participate in the School District's charter school performance framework and monitoring system ("Charter School Performance Framework") as set forth in Article X of the Charter;

and be it;

FURTHER RESOLVED, that the Charter School has agreed to comply with certain conditions for renewal ("Conditions for Renewal"). Failure to comply with the Conditions for Renewal as set forth below may be a basis for revocation or nonrenewal of the Charter School's Charter.

1. Based on the results of the 2027-2028 PSSA ELA test, the Charter School's proficiency rate shall be no more than five (5) percentage points below either the School District average proficiency rate for the 2027-2028 school year or the Similar Schools Group average proficiency rate for the 2027-2028 school year. Alternatively, if the Charter School does not meet the proficiency target for the PSSA ELA test, as set forth in the preceding sentence, the Charter School shall either: (i) meet the Pennsylvania Academic Growth Standard as measured by the Average Growth Index ("AGI") in at least two (2) of the school years for which data are available during the Charter Term; or (ii) achieve an annual increase in the proficiency rate for the PSSA ELA test, year over year, for each year of the Charter Term for which data are available.

2. Based on the results of the 2027-2028 PSSA Math test, the Charter School's proficiency rate shall be no more than five (5) percentage points below either the School District average proficiency rate for the 2027-2028 school year or the Similar Schools Group average proficiency rate for the 2027-2028 school year. Alternatively, if the Charter School does not meet the proficiency target for the PSSA Math test, as set forth in the preceding sentence, the Charter School shall either: (i) meet the Pennsylvania Academic Growth Standard as measured by the Average Growth Index ("AGI") in at least two (2) of the school years for which data are available during the Charter Term; or (ii) achieve an annual increase in the proficiency rate for the PSSA Math test, year over year, for each year of the Charter Term for which data are available;

and be it;

FURTHER RESOLVED, the School District and the Charter School acknowledge and agree that the Charter School will enroll students in Kindergarten to Grade 8 with a maximum of 1075 students during the Term of the Charter, unless the parties agree in writing to other terms. Under no circumstances will the Charter School request payment from the School District or the Commonwealth of Pennsylvania for more students than set forth herein nor enroll students in different grades including Kindergarten, without Board of Education approval by action item; and be it

FURTHER RESOLVED, that the Charter School has agreed to the following provisions related to the School District's Charter School Performance Framework:

1. The Charter School agrees to participate in the School District's Charter School Performance Framework. The Charter School Performance Framework includes an annual assessment of the Charter School's academic, financial, and organizational performance as well as compliance with Applicable Laws. Organizational performance includes, but is not limited to, a review of the Charter School's admissions and enrollment policies and practices, student discipline practices, special education programming, ELL programming, and Board of Trustees governance in order to assess compliance with the Charter and Applicable Laws, federal, state and local guidance, policies, and Charter Schools Office procedures. Financial performance includes, but is not limited to, a review of the Charter School's financial health and long-term sustainability, and generally accepted standards of fiscal management.
2. The Charter School agrees to provide or allow to be provided to the School District and the Charter Schools Office all records, including student level academic performance, necessary to properly assess the academic success, organizational compliance and viability, and financial health and sustainability of the Charter School under the Charter School Performance Framework, timely and pursuant to Charter Schools Office procedures.
3. The Charter School acknowledges that achieving the performance objectives identified in the Charter School Performance Framework is critical to meeting the needs of public school students in Philadelphia. The Charter School shall actively monitor its own progress towards achieving objectives identified in the Charter School Performance Framework. The Charter Schools Office may also evaluate any or all of the performance domains – academic, organizational and financial – on an annual basis formally.
4. During the Term of the Charter, changes to the Charter School Performance Framework may be made as a result of changes to Applicable Laws or changes to charter school data availability and minor changes may be made as a result of needed adjustments to academic, financial and organizational assessment criteria. The Charter Schools Office will provide notice to charter schools in Philadelphia of any change to the Charter School Performance Framework prior to implementation of such change. The Charter Schools Office would use its best efforts to solicit feedback on changes from Philadelphia charter schools in advance of implementation of changes.

## Action Item - 62.

**Title: Mariana Bracetti Academy Charter School – Application for Charter Renewal - Added 6.25.2024/Updated 12.12.2024**

**Board of Education Meeting Date:** 6/27/2024

### Action under consideration

Term: July 1, 2024 through June 30, 2029

Amendment: None

Description: Mariana Bracetti Academy Charter School applied for renewal of its charter in the 2023-24 school year. A renewal evaluation of this charter school was completed by the Charter Schools Office in 2023-24, and the latest Annual Charter Evaluation with renewal recommendation was completed in 2024 ([ACE-R - Renewal Recommendation](#)). The CSO has recommended a five-year renewal with school-specific conditions, effective July 1, 2024. The renewal includes school-specific conditions related to: (i) compliance with ongoing assessments and progress monitoring to provide information on student progress and behavioral outcomes for all students; and (ii) the implementation of a multi-tiered approach to differentiate instruction including for both academic and behavioral interventions. The Board of Education will consider this application for charter renewal.

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

Mariana Bracetti - Final Action Item

Type

Supporting Document

Re: Mariana Bracetti Academy Charter School -- Application for Charter Renewal

WHEREAS, pursuant to the Charter School Law, 24 P.S. § 17-1701-A, *et seq.*, the Board of Education of the School District of Philadelphia (“School District”) granted a charter (“Charter”) to the Board of Trustees MARIANA BRACETTI ACADEMY CHARTER SCHOOL (“Charter School”) to operate a charter school for a four-year term commencing in 2000; and

WHEREAS, the School Reform Commission (“SRC”) renewed the Charter for five-year terms in 2004, 2009, and 2014; and

WHEREAS, the Board of Education renewed the Charter for a five-year term in 2019; and

WHEREAS, the Charter School has sought renewal of its Charter; and

WHEREAS, the Charter School has agreed to certain terms and conditions in connection with the renewal of the Charter and has submitted a charter agreement signed by the Charter School (“Charter Agreement”) to the Charter Schools Office (“CSO”) setting forth the agreed terms and conditions of renewal; now be it

RESOLVED, that the Board of Education hereby RENEWS the Charter School’s Charter, subject to the terms and conditions agreed to by the Charter School as set forth below, for a five-year term commencing on July 1, 2024 and ending on June 30, 2029, effective upon the full execution of the Charter Agreement by the School District and by the Chair of the Board of Trustees of the Charter School or another member of the Board duly designated by the Board; and be it

FURTHER RESOLVED, that the Charter School has agreed to comply with certain performance requirements (“Performance Requirements”) as set forth below. Failure to comply with the Performance Requirements may be a basis for revocation or nonrenewal of the Charter School’s Charter.

1. The Board of Trustees shall ensure that all trustees, officers, administrators, and the immediate family of trustees, officers and administrators of the Charter School comply with the Ethics Act and the Pennsylvania Nonprofit Corporation Law of 1988 (“Nonprofit Law”). The Board of Trustees shall adopt a Conflicts of Interest policy that complies with the Ethics Act and the Nonprofit Law.
2. The Board of Trustees shall elect Board officers, shall hold Board members to established term lengths and limits, shall ensure that the Board has the minimum required

number of Board members, and shall fill open Board seats in a timely fashion, in accordance with the Charter School's Bylaws. The Charter School's website must include a list of all individuals serving on the Board of Trustees and include direct email addresses for each individual. On an annual basis, the Charter School shall provide to the School District an updated list of the members of the Board of Trustees either by Epicenter or any subsequent School District system.

3. The Board of Trustees shall hold regular public meetings at least six (6) times every school year. Notwithstanding the foregoing, the Board of Trustees shall meet to take action in a timely manner in accordance with the Charter, Applicable Laws (as defined in Article II, Section A.1), and the Charter School's Student Code of Conduct, but no less frequently than necessary to act on student discipline matters within forty-five (45) days after any infraction or hearing as required by Applicable Laws (as defined in Article II, Section A.1).

4. The Board of Trustees shall adopt an Admissions Policy and Process which complies with the Public School Code and Charter School Law. Additionally, the Admissions Policy and Process:

- a. shall include provisions on: (i) application deadlines; (ii) enrollment preferences, order and allocation of preferences, and methods by which preferences would be identified; (iii) student recruitment procedures and communications, including details on methods to be used to recruit students Citywide or in an applicable attendance zone, and to monitor any specified enrollment targets; (iv) lottery dates, and (v) communication of lottery results, in a form and with provisions that are acceptable to the Charter Schools Office;
- b. shall provide that the application will be made clearly and plainly available on the Charter School's website in English, Spanish, and any additional language the Charter School deems appropriate without any barriers to enrollment requiring technology;
- c. shall provide that families will have at least four (4) weeks to complete and submit enrollment packets in person or digitally after lottery acceptance; with exceptions made for extenuating circumstances for families with language barriers;
- d. shall provide that an ordered, up-to-date waitlist be continuously maintained, reflecting at any given time the next eligible student to be offered admission in each grade served by the Charter School, identifying any applicable preference(s) for each student, and indicating the date any student is removed from the waitlist with the reason for removal;
- e. shall provide that if seats open during the school year for any grade served by the school or between school years for grades served other than the initial grade, the Charter School shall accept new students from the waiting list in



appropriate order for particular grades or new applicants if there are no applicants for that grade on the waiting list; and

f. shall provide that the Charter School shall provide a copy of its current waiting list at any time during the Term of the Charter within ten (10) business days after request by the Charter Schools Office.

5. The Board of Trustees shall submit to the School District by August 1st of each year during the Term of the Charter as part of the Charter School's Annual Report, or separately if not included in the Charter School's Annual Report, evidence that all professional staff providing educational services at the Charter School have all necessary licenses, certifications, qualifications and credentials required by the Charter and Applicable Laws, including without limitation the seventy-five percent (75%) certification requirement in accordance with the Charter School Law, and identify the number of all certified special education and English as a Second Language personnel with direct instruction responsibilities.

6. The Board of Trustees shall ensure that (i) all employees have required federal and state criminal and child abuse background checks during the Term of the Charter; and (ii) copies of such background checks are kept in each employee's personnel file. Preferably, the Charter School's annual financial audit will include an annual review of a sample of employee files for appropriate clearances and background checks.

7. The Board of Trustees shall ensure that required payments to the Public School Employees' Retirement System ("PSERS") are made timely. If the Charter School fails to make timely payments to PSERS and that results in a reduction of the School District's basic education subsidy, the School District shall withhold such reduction in a future monthly per-pupil payment to the Charter School. Additionally, any failure to make required PSERS payments above a threshold established by the Charter Schools Office or in any amount repeatedly shall result in the issuance of a Notice of Deficiency.

8. The Board of Trustees shall submit to the Charter Schools Office signed, complete, and accurate Statements of Financial Interest, pursuant to guidelines established by the Charter Schools Office. These documents are required by the Ethics Act and the Charter School Law to be completed annually for each trustee on the Board's roster for that school year.

9. The Board of Trustees shall ensure that the dates, times, and locations of scheduled Board meetings are posted on the Charter School's website and that any updates to the Board meeting schedule are posted timely. Furthermore, minutes from Board meetings shall be posted on the Charter School's website within two weeks of approval by the Board of Trustees, but not later than after the conclusion of a second consecutive board meeting after each meeting, and shall remain posted for a minimum of one year from date of Board meeting.

10. The Board of Trustees agree that the Charter School shall participate in the School District's charter school performance framework and monitoring system ("Charter School Performance Framework") as set forth in Article X of the Charter;

and be it;

FURTHER RESOLVED, that the Charter School has agreed to comply with certain conditions for renewal ("Conditions for Renewal"). Failure to comply with the Conditions for Renewal as set forth below may be a basis for revocation or nonrenewal of the Charter School's Charter.

1. During every year of the Charter Term, the Charter School shall implement and provide evidence of ongoing assessment and progress monitoring to provide information on student progress and behavioral outcomes. The Charter School shall achieve a "Meets Standard" for the Monitoring standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.

2. On or before September 6, 2024, the Charter School shall submit to the Charter Schools Office, for review and approval, a plan for tiered instruction for Grade 6 to Grade 12 that minimally includes: (i) a multi-tiered approach to differentiate instruction, (ii) a summary of the academic and behavior interventions that will be implemented school-wide, (iii) a summary of how ongoing assessments and progress monitoring will be used to provide information on student academic progress and behavioral outcomes, (iii) a summary of methods for assessing postsecondary transition goals, and (iv) a scope of staff training on the approaches described in this plan.

3. During every year of the Charter Term, the Charter School shall implement and provide evidence of a multi-tiered approach to differentiate instruction and implement academic and behavior interventions. The Charter School shall achieve a "Meets Standard" for the Tiered Instruction standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document;

and be it;

FURTHER RESOLVED, the School District and the Charter School acknowledge and agree that the Charter School will enroll students in Kindergarten to Grade 12 with a maximum of 1500 students during the Term of the Charter, unless the parties agree in writing to other terms. Under no circumstances will the Charter School request payment from the School District or the Commonwealth of Pennsylvania for more students than set forth herein nor enroll students in different grades including Kindergarten, without Board of Education approval by action item; and be it

FURTHER RESOLVED, that the Charter School has agreed to the following provisions related to the School District's Charter School Performance Framework:

1. The Charter School agrees to participate in the School District's Charter School Performance Framework. The Charter School Performance Framework includes an

annual assessment of the Charter School's academic, financial, and organizational performance as well as compliance with Applicable Laws. Organizational performance includes, but is not limited to, a review of the Charter School's admissions and enrollment policies and practices, student discipline practices, special education programming, ELL programming, and Board of Trustees governance in order to assess compliance with the Charter and Applicable Laws, federal, state and local guidance, policies, and Charter Schools Office procedures. Financial performance includes, but is not limited to, a review of the Charter School's financial health and long-term sustainability, and generally accepted standards of fiscal management.

2. The Charter School agrees to provide or allow to be provided to the School District and the Charter Schools Office all records, including student level academic performance, necessary to properly assess the academic success, organizational compliance and viability, and financial health and sustainability of the Charter School under the Charter School Performance Framework, timely and pursuant to Charter Schools Office procedures.

3. The Charter School acknowledges that achieving the performance objectives identified in the Charter School Performance Framework is critical to meeting the needs of public school students in Philadelphia. The Charter School shall actively monitor its own progress towards achieving objectives identified in the Charter School Performance Framework. The Charter Schools Office may also evaluate any or all of the performance domains – academic, organizational and financial – on an annual basis formally.

4. During the Term of the Charter, changes to the Charter School Performance Framework may be made as a result of changes to Applicable Laws or changes to charter school data availability and minor changes may be made as a result of needed adjustments to academic, financial and organizational assessment criteria. The Charter Schools Office will provide notice to charter schools in Philadelphia of any change to the Charter School Performance Framework prior to implementation of such change. The Charter Schools Office would use its best efforts to solicit feedback on changes from Philadelphia charter schools in advance of implementation of changes.

## Action Item - 63.

**Title: Maritime Academy Charter School – Application for Charter Renewal - Added 6.25.024/Updated 8.20.2024**

**Board of Education Meeting Date:** 6/27/2024

Term: July 1, 2023 through June 30, 2028

Amendment: None

Description: Maritime Academy Charter School applied for renewal of its charter in the 2022-23 school year. A renewal evaluation of this charter school was completed by the Charter Schools Office in 2022-23, and the latest Annual Charter Evaluation with renewal recommendation was completed in 2023 ([ACE-R - Renewal Recommendation](#)). The CSO has recommended a five-year renewal with school-specific conditions, effective July 1, 2023. The renewal includes school-specific conditions related to: (i) the implementation of a multi-tiered approach to differentiate instruction including for both academic and behavioral interventions; (ii) the administration of universal screeners and/or benchmark assessments to determine baseline academic and behavioral levels; (iii) the compliance with ongoing assessments and progress monitoring of all students; (iv) the demonstration that valid individualized education programs (IEPs) are in place with evidence of required signatures from members from the IEP team; (v) evidence that IEPs include transitional services for all students ages 14-21; (vi) the submission of a conflicts of interest policy which is in compliance with the Public Official and Employee Ethics Act and the Pennsylvania Nonprofit Corporation Law; (vii) the demonstration that all approved Board minutes reflect practices and contain information consistent with the PA Sunshine Act; (viii) providing parents and guardians with written notification, in their preferred language, of initial and continuing placement in a Language Instruction Education Plan (LIEP) and of English proficiency results; (ix) appropriate use of a reclassification and monitoring process for students who demonstrate English proficiency; (x) increased proficiency outcomes on the 2026-27 PSSA Math test compared to the proficiency outcomes on the 2021-22 PSSA Math test for students with IEPs; (xi) increased proficiency outcomes on the 2026-27 PSSA ELA test compared to the proficiency outcomes on the 2021-22 PSSA ELA test for students with IEPs; and (xii) increased proficiency outcomes on the 2026-27 PSSA Science test compared to the proficiency outcomes on the 2021-22 PSSA Science test for students with IEPs. The Board of Education will consider this application for charter renewal.

**Office Originating Request:** Board of Education

### ATTACHMENTS:

Description

Final Action Item - Added 8.20.2024

Type

Supporting Document

Re: Maritime Academy Charter School -- Application for Charter Renewal

WHEREAS, pursuant to the Charter School Law, 24 P.S. § 17-1701-A, *et seq.*, the School Reform Commission (“SRC”) of the School District of Philadelphia (“School District”) granted a charter (“Charter”) to the Board of Trustees of MARITIME ACADEMY CHARTER SCHOOL (“Charter School”) to operate a charter school for a five-year term commencing in 2003; and

WHEREAS, the SRC renewed the Charter for a five-year term in 2008, 2013, and 2018; and

WHEREAS, the Charter School has sought renewal of its Charter; and

WHEREAS, the Charter School has agreed to certain terms and conditions in connection with the renewal of the Charter and has submitted a charter agreement signed by the Charter School (“Charter Agreement”) to the Charter Schools Office (“CSO”) setting forth the agreed terms and conditions of renewal; now be it

RESOLVED, that the Board of Education hereby RENEWS the Charter School’s Charter, subject to the terms and conditions agreed to by the Charter School as set forth below, for a five-year term commencing on July 1, 2023 and ending on June 30, 2028, effective upon the full execution of the Charter Agreement by the School District and by the Chair of the Board of Trustees of the Charter School or another member of the Board duly designated by the Board; and be it

FURTHER RESOLVED, that the Charter School has agreed to comply with certain performance requirements (“Performance Requirements”) as set forth below. Failure to comply with the Performance Requirements may be a basis for revocation or nonrenewal of the Charter School’s Charter.

1. The Board of Trustees shall ensure that all trustees, officers, administrators, and the immediate family of trustees, officers and administrators of the Charter School comply with the Ethics Act and the Pennsylvania Nonprofit Corporation Law of 1988 (“Nonprofit Law”). The Board of Trustees shall adopt a Conflicts of Interest policy that complies with the Ethics Act and the Nonprofit Law.
2. The Board of Trustees shall elect Board officers, shall hold Board members to established term lengths and limits, shall ensure that the Board has the minimum required number of Board members, and shall fill open Board seats in a timely fashion, in accordance with the Charter School’s Bylaws. The Charter School’s website must include a list of all individuals serving on the Board of Trustees and include direct email

addresses for each individual. On an annual basis, the Charter School shall provide to the School District an updated list of the members of the Board of Trustees either by Epicenter or any subsequent School District system.

3. The Board of Trustees shall hold regular public meetings at least six (6) times every school year. Notwithstanding the foregoing, the Board of Trustees shall meet to take action in a timely manner in accordance with the Charter, Applicable Laws (as defined in Article II, Section A.1), and the Charter School's Student Code of Conduct, but no less frequently than necessary to act on student discipline matters within forty-five (45) days after any infraction or hearing as required by Applicable Laws (as defined in Article II, Section A.1).

4. The Board of Trustees shall adopt an Admissions Policy and Process which complies with the Public School Code and Charter School Law. Additionally, the Admissions Policy and Process:

- a. shall include provisions on: (i) application deadlines; (ii) enrollment preferences, order and allocation of preferences, and methods by which preferences would be identified; (iii) student recruitment procedures and communications, including details on methods to be used to recruit students Citywide or in an applicable attendance zone, and to monitor any specified enrollment targets; (iv) lottery dates, and (v) communication of lottery results, in a form and with provisions that are acceptable to the Charter Schools Office;
- b. shall provide that the application will be made clearly and plainly available on the Charter School's website in English, Spanish, and any additional language the Charter School deems appropriate without any barriers to enrollment requiring technology;
- c. shall provide that families will have at least four (4) weeks to complete and submit enrollment packets in person or digitally after lottery acceptance; with exceptions made for extenuating circumstances for families with language barriers;
- d. shall provide that an ordered, up-to-date waitlist be continuously maintained, reflecting at any given time the next eligible student to be offered admission in each grade served by the Charter School, identifying any applicable preference(s) for each student, and indicating the date any student is removed from the waitlist with the reason for removal;
- e. shall provide that if seats open during the school year for any grade served by the school or between school years for grades served other than the initial grade, the Charter School shall accept new students from the waiting list in appropriate order for particular grades or new applicants if there are no applicants for that grade on the waiting list; and

f. shall provide that the Charter School shall provide a copy of its current waiting list at any time during the Term of the Charter within ten (10) business days after request by the Charter Schools Office.

5. The Board of Trustees shall submit to the School District by August 1st of each year during the Term of the Charter as part of the Charter School's Annual Report, or separately if not included in the Charter School's Annual Report, evidence that all professional staff providing educational services at the Charter School have all necessary licenses, certifications, qualifications and credentials required by the Charter and Applicable Laws, including without limitation the seventy-five percent (75%) certification requirement in accordance with the Charter School Law, and identify the number of all certified special education and English as a Second Language personnel with direct instruction responsibilities.

6. The Board of Trustees shall ensure that (i) all employees have required federal and state criminal and child abuse background checks during the Term of the Charter; and (ii) copies of such background checks are kept in each employee's personnel file. Preferably, the Charter School's annual financial audit will include an annual review of a sample of employee files for appropriate clearances and background checks.

7. The Board of Trustees shall ensure that required payments to the Public School Employees' Retirement System ("PSERS") are made timely. If the Charter School fails to make timely payments to PSERS and that results in a reduction of the School District's basic education subsidy, the School District shall withhold such reduction in a future monthly per-pupil payment to the Charter School. Additionally, any failure to make required PSERS payments above a threshold established by the Charter Schools Office or in any amount repeatedly shall result in the issuance of a Notice of Deficiency.

8. The Board of Trustees shall submit to the Charter Schools Office signed, complete, and accurate Statements of Financial Interest, pursuant to guidelines established by the Charter Schools Office. These documents are required by the Ethics Act and the Charter School Law to be completed annually for each trustee on the Board's roster for that school year.

9. The Board of Trustees shall ensure that the dates, times, and locations of scheduled Board meetings are posted on the Charter School's website and that any updates to the Board meeting schedule are posted timely. Furthermore, minutes from Board meetings shall be posted on the Charter School's website within two weeks of approval by the Board of Trustees, but not later than after the conclusion of a second consecutive board meeting after each meeting, and shall remain posted for a minimum of one year from date of Board meeting.

10. The Board of Trustees agree that the Charter School shall participate in the School District's charter school performance framework and monitoring system ("Charter School Performance Framework") as set forth in Article X of the Charter;

and be it;

FURTHER RESOLVED, that the Charter School has agreed to comply with certain conditions for renewal ("Conditions for Renewal"). Failure to comply with the Conditions for Renewal as set forth below may be a basis for revocation or nonrenewal of the Charter School's Charter.

1. Prior to the execution of the Charter by the School District, the Charter School shall submit to the Charter Schools Office, for review and approval, a plan for tiered instruction (MTSS Plan) that minimally includes: (i) evidence of universal screening, initial assessments, and/or referral system to determine academic and behavior levels, (ii) a multi-tiered approach to differentiate instruction, (iii) a summary of the academic and behavior interventions that will be implemented school-wide, (iv) a summary of how ongoing assessments and progress monitoring will be used to provide information on student academic progress and behavioral outcomes, and (v) a scope of staff training on the approaches described in this plan.
2. Up to annually, at the Charter Schools Office's discretion, the Charter Schools Office may conduct in-person school site visits to observe and assess adherence to the MTSS Plan. This condition will be rated as compliant through this review if the Charter Schools Office, through in-person reviews, determines that the Charter School has adhered to the MTSS Plan as described in Renewal Condition No.1, Article I, Section H.1 above.
3. During the Term of the Charter, the Charter School shall implement and provide evidence of universal screening, initial assessments, and/or a referral system to determine academic and behavior levels. The Charter School shall achieve a "Meets Standard" for the Screening standard at the time of the Charter School's next renewal evaluation as reflected on the Annual Charter Evaluation - Renewal ("ACE-R") or the subsequent similar document.
4. During the Term of the Charter, the Charter School shall implement and provide evidence of ongoing assessment and progress monitoring to provide information on student progress and behavioral outcomes. The Charter School shall achieve a "Meets Standard" for the Monitoring standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.
5. During the Term of the Charter, the Charter School shall implement and provide evidence of a multi-tiered approach to differentiate instruction and implement academic and behavior interventions. The Charter School shall achieve a "Meets Standard" for the Tiered Instruction standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.
6. During the Term of the Charter, the Charter School shall provide evidence of tracking students' progress toward meeting annual goals. The Charter School shall achieve a "Meets Standard" for the IEP Progress Monitoring standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.



7. During the Term of the Charter, the Charter School shall ensure that all Individualized Education Plans (“IEPs”) include secondary transition plans for all students ages 14–21, if applicable. The Charter School shall achieve a "Meets Standard" for the Secondary Transition standard at the time of the Charter School's next renewal evaluation as reflected on the ACE-R or the subsequent similar document.

8. Prior to the execution of the Charter by the School District, the Board of Trustees shall submit to the Charter Schools Office, for review and approval, a Conflicts of Interest Policy which is in compliance with the Public Official and Employee Ethics Act and the Pennsylvania Nonprofit Corporation Law. The Board of Trustees agrees to comply with such Conflicts of Interest Policy during the Term of the Charter.

9. Prior to the execution of the Charter by the School District, the Charter School shall provide a sworn certification to the Charter Schools Office that the Board of Trustees shall follow the Board’s Conflict of Interest Policy, which may require a Board Member to recuse themselves from participation and voting to avoid a conflict of interest.

10. During the Term of the Charter, the Charter School shall ensure all approved Board minutes reflect practices and contain information consistent with the PA Sunshine Act, including the place, date, and time of meeting; Board members present; and the identities of any members of the public who comment during the meeting. The Charter School shall achieve a "Meets Standard" for the Sunshine Act standard as reflected on the Annual Charter Evaluation (“ACE”) or the subsequent similar document. This condition will be assessed annually during the Term of the Charter.

11. During the Term of the Charter, by October 1st of each school year, the Charter School shall submit to the Charter Schools Office a list of all students classified as English Learners (“ELs”) for the current school year.

12. During the Term of the Charter, by October 15 of each school year, for a sample of students provided by the Charter Schools Office, the Charter School shall demonstrate that for the sample of students, at least 80% such students’ parents or guardians were notified in writing of placement in the English as Second Language (“ESL”) program and provided assessment results in the parent or guardian's preferred language.

13. During the Term of the Charter, by October 15 of each school year, the Charter School shall submit to the Charter Schools Office a list of any newly reclassified ELs and all students receiving monitoring following reclassification including the date of reclassification.

14. During the Term of the Charter, by October 15 of each school year, the Charter School shall demonstrate that for all reclassified students, the Charter School has met the State required criteria and procedures for Reclassification, Monitoring, and Redesignation of ELs.

15. The Charter School shall demonstrate an increase of students with IEPs scoring proficient or advanced on the PSSA Math Exam in the 2026-2027 school year, as compared to the Charter School's proficiency rate of 1% in the 2021-2022 school year.

16. The Charter School shall demonstrate an increase of students with IEPs scoring proficient or advanced on the PSSA ELA Exam in the 2026-2027 school year, as compared to the Charter School's proficiency rate of 1% in the 2021-2022 school year.

17. The Charter School shall demonstrate an increase of students with IEPs scoring proficient or advanced on the PSSA Science Exam in the 2026-2027 school year, as compared to the Charter School's proficiency rate of 7% in the 2021-2022 school year;

and be it;

FURTHER RESOLVED, the School District and the Charter School acknowledge and agree that the Charter School will enroll students in Kindergarten to Grade 12 with a maximum of 820 students during the Term of the Charter, unless the parties agree in writing to other terms. Under no circumstances will the Charter School request payment from the School District or the Commonwealth of Pennsylvania for more students than set forth herein nor enroll students in different grades including Kindergarten, without Board of Education approval by action item; and be it

FURTHER RESOLVED, that the Charter School has agreed to the following provisions related to the School District's Charter School Performance Framework:

1. The Charter School agrees to participate in the School District's Charter School Performance Framework. The Charter School Performance Framework includes an annual assessment of the Charter School's academic, financial, and organizational performance as well as compliance with Applicable Laws. Organizational performance includes, but is not limited to, a review of the Charter School's admissions and enrollment policies and practices, student discipline practices, special education programming, ELL programming, and Board of Trustees governance in order to assess compliance with the Charter and Applicable Laws, federal, state and local guidance, policies, and Charter Schools Office procedures. Financial performance includes, but is not limited to, a review of the Charter School's financial health and long-term sustainability, and generally accepted standards of fiscal management.

2. The Charter School agrees to provide or allow to be provided to the School District and the Charter Schools Office all records, including student level academic performance, necessary to properly assess the academic success, organizational compliance and viability, and financial health and sustainability of the Charter School under the Charter School Performance Framework, timely and pursuant to Charter Schools Office procedures.

3. The Charter School acknowledges that achieving the performance objectives identified in the Charter School Performance Framework is critical to meeting the needs

of public school students in Philadelphia. The Charter School shall actively monitor its own progress towards achieving objectives identified in the Charter School Performance Framework. The Charter Schools Office may also evaluate any or all of the performance domains – academic, organizational and financial – on an annual basis formally.

4. During the Term of the Charter, changes to the Charter School Performance Framework may be made as a result of changes to Applicable Laws or changes to charter school data availability and minor changes may be made as a result of needed adjustments to academic, financial and organizational assessment criteria. The Charter Schools Office will provide notice to charter schools in Philadelphia of any change to the Charter School Performance Framework prior to implementation of such change. The Charter Schools Office would use its best efforts to solicit feedback on changes from Philadelphia charter schools in advance of implementation of changes.

**Action Item - 64.**

**Title: Revised Application for New Charter School – Global Leadership Academy  
International Charter High School Added 6.25.24/Updated 6.28.2024**

**Board of Education Meeting Date: 6/27/2024**

**Action under consideration**

WHEREAS, on or before November 15, 2023, the applicant for Global Leadership Academy International Charter High School ("Applicant") submitted an application ("Application") to the Charter Schools Office of The School District of Philadelphia to start a charter school, and public hearings were held on the Application on December 20, 2023, and January 23, 2024; and

WHEREAS, by Action Item No. 31, approved on February 29, 2024, the Board of Education denied the Application and adopted an adjudication setting forth the reasons for denial; and

WHEREAS, on May 13, 2024, the Applicant submitted a Revised Application to the Charter Schools Office; and

WHEREAS, Applicant is seeking a charter from the Board of Education to operate as a charter school starting in the 2024-2025 school year with Grade 9 and serving at scale Grades 9-12 with a maximum enrollment of 600 students; so be it

RESOLVED, that, pursuant to the representations, statements, and materials contained in the complete records for the Application and the Revised Application submitted by Applicant and made during the public hearings by representatives for Applicant, the Revised Application is hereby DENIED; and be it

FURTHER RESOLVED, that the Board adopts the attached Adjudication as the reasons for its decision; and be it

FURTHER RESOLVED, that the Applicant may appeal in accordance with the procedures set forth in 24 P. S. § 17-1717-A(f)-(i).

**Office Originating Request: Board of Education**

**ATTACHMENTS:**

Description

Final Adjudication - Added 6.28.2024

Type

Supporting Document

THE SCHOOL DISTRICT OF PHILADELPHIA  
BOARD OF EDUCATION

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IN RE: GLOBAL LEADERSHIP ACADEMY INTERNATIONAL CHARTER HIGH  
SCHOOL  
2024 CHARTER SCHOOL APPLICATION

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ADJUDICATION

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The Board of Education ("Board") adopts this Adjudication regarding the resubmitted 2024 Charter School Application ("Resubmitted Application") submitted to Charter Schools Office ("CSO") of The School District of Philadelphia ("School District") by the Global Leadership Academy International Charter High School ("Applicant", "Global Leadership High" or "Charter School"). The Application is a resubmission of the application submitted by the Applicant in November 2023 for Global Leadership High, which was denied by the Board on February 29, 2024. Notably, Applicant has taken steps to address several deficiencies which formed the basis of the denial; however, several material concerns continue to exist. For the reasons that follow, the Application is denied.

I. Findings of Fact

1. The School District is a home rule school district of the first class organized and existing under the Pennsylvania Public School Code and the Philadelphia Home Rule Charter.
2. The Board currently authorizes 82 operating brick-and-mortar charter schools serving more than 64,000 students.

3. The CSO assists the Board in meeting its legislative obligations under the Charter School Law ("CSL") and in promoting accountability by exercising oversight for educationally sound and fiscally responsible charter schools as a means of improving academic achievement and strengthening school choice options in
4. Philadelphia. On or around November 15, 2024, the CSO received an application filed by the Applicant for Global Leadership High (the "Original Application"). The
5. Board appointed school law attorney Kenneth A. Roos as Hearing Officer ("the Hearing Officer") to preside at the hearings to be held on the Application. Pursuant to the appointment letter, the Hearing Officer was empowered to undertake the following actions: "(1) to regulate the course of each charter application hearing, including the scheduling thereof, subject to the approval of the Chief of Staff of the Board or her designee; (2) to administer oaths and affirmations; (3) to issue subpoenas, if necessary or permissible under applicable law; (4) to rule on offers of proof and receive evidence as may be permissible under applicable law; (5) to hold appropriate conferences before or after hearings; (6) to hear and dispose of procedural matters and motions in anticipation of or during hearings; and (7) to take other action necessary or appropriate to discharge your duties as Hearing Officer consistent with law." Two public hearings were held on the Original Application, the
6. first occurring on December 20, 2023, and the second occurring on January 23, 2024. The public hearings were each stenographically recorded. All references to the Notes of Transcript are to the January 23, 2024 hearing unless specifically noted otherwise.

7. Supplemental materials were not accepted by the Board. Potential applicants were informed in the “Application Components and Guidelines For Submitting A New Charter School Application For Charter Schools Seeking To Open In The 2024-2025 School Year” form (“Application Form”) published by the CSO at

[https://drive.google.com/file/d/1rPbZ6ZXhRyBvq\\_kY4uW-48RMhdz\\_Fbow/view](https://drive.google.com/file/d/1rPbZ6ZXhRyBvq_kY4uW-48RMhdz_Fbow/view),

as follows:

- a. Applications must be complete upon initial submission. No supplementary materials will be accepted or considered after submission of the application. All documents, policies, and procedures submitted should be specific to the proposed charter school . . .”

8. Applicants were also reminded at the December 20th hearing that the Board was not accepting supplemental materials as part of the hearing process and that each application should have been complete at the time of its submission. (12/20/22 N.T. 11:21-12:4).

9. On February 29, 2024, the Board voted to deny the Original Application.

10. On or around May 13, 2024, the CSO received the Resubmitted Application filed by the Applicant, which was a revised and resubmitted version of the Original Application.

(GLAICHS02997-GLAICHS06220)1.

11. The Board has reviewed and evaluated the complete record in this matter, which contains the following documents:

- a. The Original Application including all submitted attachments, marked as Exhibit 1 (GLAICHS00001-GLAICHS02635);
- b. The CSO’s Application Quick Facts, marked as Exhibit 2 (GLAICHS02636-GLAICHS02638);

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<sup>1</sup> “The record in this proceeding will be referred to by reference to the Bates Stamped number beginning with the prefix “GLAICHS”.

- c. List of public commenters, marked as Exhibit 3 (GLAICHS02639);
- d. Advertisement of Public Notice for December 20, 2023 hearing, marked as Exhibit 4 (GLAICHS02640);
- e. Transcript from the hearing held on December 20, 2023, marked as Exhibit 5 (GLAICHS02641-GLAICHS02694);
- f. The CSO's Original written Evaluation Report (the "CSO Original Report"), marked as Exhibit 6 (GLAICHS02695-GLAICHS02744);
- g. The Advertisement of Public Notice for January 23, 2024 hearing, marked as Exhibit 7 (GLAICHS02745-GLAICHS02746);
- h. Letter from Dr. Colona Roberts to the Hearing Officer dated January 10, 2024, marked as Exhibit 8 (GLAICHS02747);
- i. Letter from David Annecharico, Applicant's counsel, to the Hearing Officer dated January 19, 2024, marked as Exhibit 9 (GLAICHS02748-GLAICHS02749);
- j. Correspondence between the Hearing Officer and Applicant's counsel, marked as Exhibit 10 (GLAICHS02750-GLAICHS02753);
- k. Transcript from the hearing held on January 23, 2024, marked as Exhibit 11 (GLAICHS02754-GLAICHS02900);
- l. Written public comments received by the January 26, 2024 public comments deadline established by the Board, marked Exhibit 12 (GLAICHS02901-GLAICHS02902);
- m. Additional Intent to Enroll Forms submitted after November 15, 2023 deadline, marked as Exhibit 13 (GLAICHS02903-GLAICHS02994);



n. Letter of Intent to support the Charter School from the Founder and Chief Administrative Officer of Mathematics, Civics and Sciences dated November 16, 2023, marked as Exhibit 14 (GLAICH02995);

o. Letter from Lovett Hines, Philadelphia Clef Club of Jazz & Performing Arts' Artistic Director, marked as Exhibit 15 (GLAICH02996);

p. The School District's Application Form found at [https://drive.google.com/file/d/1rPbZ6ZXhRyBvqkY4uW-48RMhdz\\_Fbow/view](https://drive.google.com/file/d/1rPbZ6ZXhRyBvqkY4uW-48RMhdz_Fbow/view).

q. The concluding document submitted by Applicant on February 2, 2024;

r. The Resubmitted Application, including all submitted attachments, marked as Exhibit 16 (GLAICH02997-GLAICH06220); and

s. The CSO's Revised Evaluation Report ("CSO Report") on the Application, marked as Exhibit 17 (GLAICH06221-GLAICH06278).

General Information 12. The Original Application and Resubmitted Application were filed by the Applicant for a

charter to be granted to Global Leadership High with a stated mission "to provide Philadelphia youth with a holistic, purposeful, and empowering secondary education focusing on global competence, real-world learning, and leadership development." (GLAICH00005).

13. On five previous occasions in November 2014, November 2015, November 2022, April 2023, and November 2023, at least some of the members of the current Founding Coalition, led by Dr. Naomi Booker, applied to start a charter school to be called "Global Leadership Academy International Charter School." All previous applications proposed charter schools serving similar high school grades and having a similar international studies mission to that

being proposed in the Application. The applications submitted in November 2014 and November 2015 were denied by the School Reform Commission ("SRC"). The applications submitted in November 2022, April 2023, and November 2023 were denied by the Board.

14. Global Leadership High plans to open in the 2024-2025 school year (Year 1) and intends to serve 150 students in Grade 9, scaling to 600 students in Grades 9-12 in the 2027-2028 school year (Year 4). (Fact Sheet, p.1.) (GLAICHS06135).

15. Global Leadership High would be located at 5210-18 N Broad Street, Philadelphia, PA 19141 — and would admit students citywide with no geographical admission preferences, but preferences for students attending other Global Leadership Academy Schools. (Fact Sheet, p.1) (GLAICHS06135).

16. Global Leadership High has not selected a school leader and will not select a school leader until the remaining members of the Board are selected. (Fact Sheet, p.1) (GLAICHS06135).

#### Governance Structure

17. The Original Application and Resubmitted Application were both filed by individuals employed by Global Leadership Academy Charter School ("Global Leadership Academy") or Global Leadership Academy Southwest at Huey ("Global Leadership Academy Southwest"), two existing K-8 charter schools located in Philadelphia; individuals employed by Global Leadership Academy Schools ("Global Academies") ; and several consultants who perform work for Global Academies schools (collectively, the "Founding Coalition"). (Fact Sheet, p. 2) (GLAICHS06136) (Attachment 5, Founding Resumes) (GLAICHS04843-GLAICHS04867) (Attachment 7, Board Resumes) (GLAICHS04874-GLAICHS04880).

a. More specifically, six of the nine members of the Founding Coalition previously were/currently are employed by or performed work for Global Leadership Academy, Global Leadership Academy Charter School or Global Leadership Academy Southwest. (Attachment 5, Founding Resumes) (GLAICH04843-GLAICH04867) (N.T. 34:5-13; 34:2335:1; 36:5-36:14; 38:16-39:2; 42:21-43:11; 43:22-44:12;44:24-45:7)

18. Global Leadership High submitted an IT Services Consulting Agreement. (Attachment 13, Technology Service Agreement) (GLAICH04915-GLAICH04920).

a. The IT Services Consulting Agreement unreasonably requires Global Leadership High to pay “any expenses incurred while working at the school”. (Attachment 13, Technology Service Agreement) (GLAICH04916).

19. Regarding the Board of Trustees of Global Leadership High, only three of the seven possible members have been identified. (Attachment 7, Board Resumes) (GLAICH04874).

a. One member of the proposed Board of Trustees (the PTO parent member) cannot be identified until several months after a charter is obtained.

20. None of the proposed Board members have experience with starting a charter school. (Attachment 7, Board Resumes) (GLAICH04874-GLAICH04880) (N.T. 46:14-23).

21. Besides Dr. Colona Roberts, who last worked in a public school in 2005, none of the proposed Board members have experience in the public education system. (Attachment 7, Board Resumes) (GLAICH04874-GLAICH04880).

22. Two of the proposed Board members have no experience in the field of education. (Attachment 7, Board Resumes) (GLAICH04874-GLAICH04880).

23. The asset dissolution process set forth in the Articles of Incorporation does not conform with the requirements of the CSL which requires that after the disposition of any liabilities and obligations of the charter school, any remaining assets of the charter school, both real and personal, shall be distributed on a proportional basis to the school entities with students enrolled in the charter school for the last full or partial school year of the charter school. (Attachment 6, Articles of Incorporation) (GLAICH04868) (CSO Report, p. 23) (GLAICH06243).

a. Additionally, the asset dissolution process set forth in the bylaws conflicts with the asset dissolution process in the Articles of Incorporation, but is in line with the CSL. (Attachment 6, Articles of Incorporation) (GLAICH04872) (Attachment 9, Bylaws) (GLAICH04903).

24. The bylaws state that no trustee “shall maintain substantial personal or business interests which conflict or which may be seen as conflicting with those of the Charter School;” however, it is not clear how “substantial personal or business interests” are defined or determined. (Attachment 9, Bylaws) (GLAICH04896).

#### Financial Operations and Budget

25. The Budget allocates between approximately \$15,000 and \$62,000 for legal services in Year 1 through Year 5. (Attachment 34, Budget) (GLAICH06073)

a. It is unclear how Applicant arrived at the allotted amounts. Further, no agreement for legal services was provided with the Original Application or Resubmitted Application to justify and/or confirm the necessary amounts.

26. The Applicant failed to submit a cohesive, balanced budget as a result of inconsistencies across the Original Application and Resubmitted Application materials, as follows:

a. Global Leadership High will outgrow the proposed location by Year 2 and the budget does not account for a new location.

b. The lease proposal letter, dated November 9, 2023, is for lease of the “new building,” which is 26,260 of “rentable square feet,” for a term of five (5) years. (Attachment 41, Facility Intent) (GLAICHS06124-25).

i. As depicted on the “New Building Floor Plans- 5210 N Broad” the proposed location has 10 classrooms available. Global Leadership High needs 12 classrooms for Year 2. (Attachment 39, Facility Planning) (GLAICHS06114) (Attachment 40, Floor Plan) (GLAICHS06116-GLAICHS06118).

ii. The building is connected to an “Old Building,” which has an additional 14 classrooms, which the tenant can access by exercising an “Expansion Option;” however, the lease proposal does not contain any addendum or provision showing the parties intent to exercise the Expansion Option and the terms governing such option. (Attachment 41, Facility Intent) (GLAICHS06125).

iii. Although Global Leadership High will outgrow the space by Year 2, the proposed lease only allows Global Leadership High to terminate the lease if “its right to operate a school is suspended, revoked non-renewed

substantially limited or conditioned as to make Tenant’s business unviable, voided or terminated.” (Attachment 41, Facility Intent) (GLAICHS06125-GLAICHS06126).

### Staffing

27. In the Original Application, Global Leadership High submitted a Vendor Agreement it intended to enter with Global Academies as an academic service provider for academic and operational support. In an apparent effort to address many of the Original Applications governance-related concerns (notably those highlighted in the Pennsylvania Supreme Court's direction in *West Chester Area School District v. Collegium Charter School*, 812 A.2d 1172, 1185 (Pa. 2002)), the Applicant states it will no longer contract with Global Academies. However, it is not stated what individual or organization would potentially provide the support services previously attributed to Global Academies, such as: staff training and evaluation, grant writing, data management, compliance and charter renewal, public relations, and marketing. Applicant has submitted a one-page Memorandum of Understanding (MOU) between itself and Barlow Enterprises for Barlow Enterprises to provide “educational support for students, induction program for employees, and a futures-focused career and college-prep curriculum”; however, the MOU omits critical details and thus it is unclear whether the intended support would meet all the needs of Applicant and whether the budget adequately supports such an agreement.

28. It is unclear whether Global Leadership High will hire an EL/ESL teacher, contract for the position, or not have one at all.

a. First, the Narrative states that it does not plan to hire separate teachers for the EL program and instead it will hire at least one teacher, who is certified in their subject area, that will also have an ESL certification to serve EL scholars. (Narrative, p. 28) (GLAICHS06166).

b. Then, the Narrative states that scholars “will be monitored by an EL/[ESL] teacher who oversees the programming to ensure they are on track to meet their goals.” (Narrative, p. 30) (GLAICHS06168).

c. Next, the Narrative states that classroom teachers “will be supported by contracted ESL teachers” and that “[i]n addition to regular education classes, ELs will receive instruction from ESL teachers.” (Narrative, pgs. 30-31) (GLAICHS06168; GLAICHS06169).

d. EL/ESL teachers are not listed under contracted positions on the Organizational Charts, it is unclear if they are included with “Teachers”, and “EL teacher” has a separate budget line than classroom teachers. (Attachment 34, Budget) (GLAICHS06132). When asked about the recruitment of EL/ESL teachers, the Applicant was uncertain whether it would hire the position directly or contract for such personnel. (N.T. 82:1-20; 83:2-84:2).

### Curriculum

29. The mission of the Charter School is "to provide Philadelphia Youth with a holistic, purposeful, and empowering secondary education focusing on global competence, real-

world learning and leadership development. GLAICHS will develop leaders who can innovate, disrupt, create, care for, build, and rebuild their communities, country and their world." (Fact Sheet, p. 1) (GLAICHS06135).

30. Opportunities for students include active learning projects; real world (global, national, and local) learning excursions; soft skills and social-emotional learning seminars; elective courses customized to follow scholars' interests; and Professional Pathways (Entrepreneurship; Health and Wellness; World Affairs; Engineering/Technology).

31. The CSO reviewed the curriculum submitted by the Applicant to determine if the materials submitted contained a complete curriculum and evidence of planned instruction, and if the materials establish that the unique elements proposed by the Applicant are reflected in the submission. The CSO's "Curriculum and Educational Plan" findings (CSO report, pp. 6-9) (GLAICHS06226-GLAICHS06230) have been reviewed by the Board, are found to be credible and supported by the record, and are hereby adopted and incorporated herein in their entirety. Highlights from those findings include the

following:

Mathematics: The Applicant states that Grades 9-12 will use Agile Mind's Comprehensive mathematics curriculum. These curricular materials include professional support, detailed lesson plans, high-yield instructional assessments and differentiated strategies. The Applicant states that its mathematics experts aligned Agile Mind's Grade 9 common core curriculum with PA Core standards and a cross walk will be done for Grades 10-12 as well (p. 1, Attachment 2-A-1). The Applicant now provides slightly more information regarding the other mathematics courses that will be offered in later grades (pp. 2-3, Revised Attachment 2.A.1). A list of aligned standards is provided on a Standards Map for Grades 9-12, but this is not enough to review the mathematics curriculum beyond Grade 9 for its effectiveness (pp. 1-5, Revised Attachment 2.A.3).

The Applicant provides updated scope and sequence materials, which now include evidence of planned instruction for several standards that were omitted from the materials submitted as a part of the 2023-24 Original Application. The Applicant now lists the eligible content standard codes for corresponding standards, which were omitted from prior applications and attachments provided by the Applicant (pp.1-30, Revised Attachment 2.A.2).

The Applicant describes the following mathematics sequence:



Course Sequence (accelerated track):

Intensified Algebra Part B: Grade 9

Geometry: Grade 10

Algebra II: Grade 11

Algebra III/Trigonometry - Possible AP Calculus and/or Dual Enrollment: Grade 12

Course Sequence (all other students):

Intensified Algebra Part A: Grade 9

Intensified Algebra Part B: Grade 10

Geometry: Grade 11

Algebra II: Grade 12 (p. 2, Revised Attachment 2.A.1).

While the sequence of courses is listed and described within the overview document, there are no materials provided to review courses beyond Intensified Algebra Part A & B.

Science: The 2023-24 Resubmitted Application includes significant changes to the

Applicant's proposed science curriculum. Starting in SY 2025-26, Pennsylvania will begin to implement the Science, Technology & Engineering, Environmental Literacy and Sustainability (STEELS) standards, with which the Applicant has now aligned its curriculum and materials (p. 1, Revised Attachment 4.A.1).

The Applicant describes the following science course sequence:

Physical Science: Grade 9

Biology: Grade 10

Chemistry: Grade 11

Environmental Science: Grade 12

AP Biology (optional) (p. 3, Attachment 4.A.1).

The Applicant's submitted materials show that it plans to cover all of the Physical Science STEELS standards (3.2.9-12.A to X) in Grade 9 (Revised Attachment 4.A.2). The grade-banded 9-12 Physical Science STEELS curriculum includes both physics and chemistry standards. The Grade 9 "Physical Science" scope and sequence (Revised Attachment 4.A.2) provided by the Applicant is inclusive of both chemistry and physics standards, which is an unusual approach to a high school science curriculum.

Moreover, the Applicant describes the proposed science course sequence as requiring all Grade 11 students to take chemistry. It is unclear how this chemistry course will differ in its material from the chemistry content covered in the 9th Grade Physical Science course, as all of the applicable STEELS chemistry standards (3.2.9-12.A to H) are listed as a part of the Grade 9 scope and sequence (pp. 1-5, Revised Attachment 4.A.2). The Curriculum Map (Revised Attachment 4.A.3) submitted by the Applicant lists the same standards for both the 9th Grade physical science course (p. 2) and the Grade 11 chemistry course (p. 6). Because no further information is provided regarding the Grade 11 chemistry course beyond a cursory 9-12 Science Overview (pp. 3-4, Revised Attachment 4.A.1) and the aforementioned Curriculum Map, (Revised Attachment 4.A.3), it is unclear how the content covered will differ given that the same exact STEELS standards are planned to be covered by both courses.

Arts and Humanities: The Applicant submitted curriculum materials for Freshman Seminar that aims to provide students with the opportunity to engage with the community and begin building an understanding of individual students' hopes for the future. Based on the materials submitted, the standards in this course cover a variety of areas: Career Education and Work, Arts and Humanities, and Family Consumer Science. The Freshman Seminar covers all of Pennsylvania's Career Education and Work Standards with the exception of the following: 13.3.11.F and 13.4.11.C, and these may be covered in 11th grade. Some 8th grade Arts and Humanities Standards and 9th grade Family Consumer Science Standards are covered by the submitted curriculum documents, but not extensively.

The Applicant also submitted curriculum materials for a Freshman Leadership Elective.

This course will be required for all students in grades 9 and 10, who will cycle through the four quarterly offerings. As in the above case of the Freshman Seminar, some standards

While Attachment 4 outlines how and Family Consumer Science are covered in this course. The Applicant is responsible for ensuring the proper implementation of the policy and procedures for serving ELs. There is a lack of explanation in the staffing model which makes it insufficient to be able to support the proposed group of incoming English learners.

Regarding English Learners:

Regarding students requiring additional academic or behavioral support:

The 2023-24 Resubmitted Application for the proposed Charter School includes substantial revisions to the Students Requiring Additional Academic or Behavioral Support section of the 2023-24 Original Application.

The Applicant states, "Block scheduling affords teachers enough planning time every day to allow them both to meet in subject area teams and to prepare and execute intervention with scholar" (p. 35, Revised Narrative) (GLAICH06173). There is no additional information on how teachers are able to meet this requirement, given that they are only allotted 1-2 daily prep periods to meet in teams for collaboration and PLCs, prepare interventions, and provide these interventions for Tier 2 and Tier 3 scholars (p. 35, Revised Narrative) (GLAICH06173).

The Applicant notes that Tiers 2 and 3 will have small groups of 3-5 and 1-3 students, respectively. However, it is unclear how the groups will be supported under this framework given the projected population of 20% of Special Education students. There is still no provided framework for teacher observation, training, or evaluation to ensure that these intervention strategies are being implemented in classrooms.

There are no details of how the Currencies Coordinators will be trained, although they have the role of helping identified students with support (pp. 30-31, Revised Narrative). It is unclear if the proposed Charter School has the appropriate staffing model to support this style of MTSS programming.

Regarding Gifted Students: The curriculum materials highlight some details about how curriculum materials may be utilized for the instruction of gifted students. However, a concrete, comprehensive set of curricular materials or professional development plans for serving gifted students is not present in the Application. Lastly, the staffing model has been edited to no longer show a gifted teacher, either as staff or a contracted member of GLAICHS. (CSO Report, pgs. 16-17) (GLAICHS06236-GLAICHS06237).

32. No clearances or background checks are provided in the Original Application or Resubmitted Application even though members of the Founding Coalition are anticipated to have some role in the Charter School.

#### Facility

33. The Original Application and Resubmitted Application identify 5210-18 N. Broad Street, Philadelphia, PA 19141 as the proposed facility for Global Leadership High. As mentioned above, the proposed lease is for a “New Building” located at 5210 N. Broad Street, Philadelphia, PA 19141. The New Building consists of 10 classrooms and since Global Leadership High needs 12 classrooms for Year 2, it will likely outgrow the New Building. (Fact Sheet, p. 1) (GLAICHS06135).

34. There is an “Old Building” on the site which is located at 5218 N. Broad Street, Philadelphia, PA 19141, however, the lease proposal does not give Global Leadership High access to the classrooms in the Old Building. (Attachment 40, Floor Plan) (GLAICHS06116) (Attachment 41, Facility Intent) (GLAICHS06124-GLAICHS06127).

35. Notwithstanding the foregoing, the proposed lease for the space extends to 2029 and as mentioned above, it does not give Applicant the option to terminate the lease due to insufficiency of space. (Attachment 41, Facility Intent) (GLAICHS06124-GLAICHS06127).

### Existing Operator

36. The Applicant takes the position that Global Leadership High, as a corporate entity, does not operate any other charter schools (as opposed to the individuals who make up the Founding Coalition who clearly are responsible for operating two existing charter schools).

37. In the Application, the Applicant did not respond to the sections of the CSO District's application template through which applicants are to provide information about existing operations of their other operating charter schools. (Narrative, pgs. 2, 80-81) (GLAICH06140; GLAICH06218-19) (Attachments 42 and 43) (GLAICH06128-29). For the reasons identified above, the Board disagrees with the Applicant's suggestions that the Applicant, and more specifically the people who are part of the Founding Coalition, are not existing operators of any charter schools.

38. Global Leadership Academy and Global Leadership Academy Southwest have had mixed outcomes in academic success and organizational compliance in the past years based upon information in the record from the CSO Report, pages 55-57, and the CSO's Annual Charter Evaluation reports ("ACEs") of Global Leadership Academy and Global Leadership Academy Southwest, which are attached hereto and incorporated herein, and based upon publicly available PSSA proficiency data from the State for the 2021-2022 and 2022-2023 school years, all of which have been reviewed by the Board and are found to be credible. Specifically, as stated in the CSO Report:

The Applicant, in Revised Attachment 44, provides evidence of academic growth using Pennsylvania Value-Added Assessment System ("PVAAS") data (p. 2, Revised Attachment 44). This evidence mirrors the growth found on ACE reports for 2021-22 and 2022-23. The PA Department of Education Growth Measure is a scale wherein less than -

2.0 indicates significant evidence that a school did not meet the standard for PA Academic Growth, -2.0 to -1.01 indicates moderate evidence that the school did not meet the standard for PA Academic Growth, -1.0 to 1.0 indicates evidence that the school met the standard for PA Academic Growth, 1.01 to 2 indicates moderate evidence that the school exceeded the standard for PA Academic Growth, and greater than 2.0 indicates significant evidence that the school exceeded the standard for PA Academic Growth.

According to the CSO's data analysis from the most recent two years for which data is

available, both GLACS and GLASW showed student growth in both SY 2021-22 and 2022-23 from the previous year. Students at GLASW showed growth across all subjects in both years. Students at GLACS showed growth across all subjects in SY 2022-23, and students showed growth in ELA and Science (both Grades 4 and 8) for SY 2021-22.

Notably, in SY 2022-23, lowest performing students at both schools demonstrated growth across all subjects other than GLASW's math results.

Below are PSSA Proficiency Rates and Growth Measures for GLACS. Due to the

School Year	ELA Grades 3 - 8		Math Grades 3 - 8		Science Grade 4		Science Grade 8	
	Points Possible: 2.5 per year	1 per year	2.5 per year	1 per year	1.25 per year	0.25 per year	1.25 per year	0.25 per year
	All Students	Lowest Performing	All Students	Lowest Performing	All Students	Lowest Performing	All Students	Lowest Performing
2019-20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020-21	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021-22	-0.06	SUP	-1.28	SUP	-0.52	SUP	-0.44	0.37
2022-23	4.89	2.47	1.61	0.72	-0.36	0.69	-0.54	-0.32

Below are PSSA Proficiency Rates and Growth Measures for GLASW. Due to the COVID-19 pandemic, scores for SY 2019-20 and SY 2020-21 are not included.

PSSA Proficiency Rates									
	ELA Grades 3 - 8			Math Grades 3 - 8			Science Grades 4 & 8		
Points Possible:	4 per year			4 per year			2 per year		
School Year	This School	Similar Schools	District Schools	This School	Similar Schools	District Schools	This School	Similar Schools	District Schools
2019-20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
PSSA Growth Measures									
	ELA Grades 3 - 8		Math Grades 4 - 8		Science Grade 4		Science Grade 8		
Points Possible:	2.5 per year	1 per year	2.5 per year	1 per year	1.25 per year	0.25 per year	1.25 per year	0.25 per year	
School Year	All Students	Lowest Performing	All Students	Lowest Performing	All Students	Lowest Performing	All Students	Lowest Performing	
2019-20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020-21	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021-22	0.50	SUP	2.30	SUP	N/A	N/A	1.93	1.21	
2022-23	4.97	2.71	-0.34	-1.13	0.34	0.90	2.70	1.48	

PSSA Growth Measures are suppressed if there were a limited number of test takers (10 or less) at a school for any particular subject. If this is the case, the school value will read SUP.

GLACS did not meet any PSSA proficiency standards in its ACE-R Report for SY 2023- 24. Both students in Similar Schools Groups (SSGs) and District Schools outperformed students at GLACS during SY 2021-22 and SY 2022-23. Similarly, GLASW did not meet PSSA proficiency standards in their annual ACE Report for SY 2023-24 as both students in SSGs and District Schools outperformed students at GLASW.

(CSO Report, pgs. 54-56) (GLAICH06274-76).

## II. Evaluation Standards

The Charter School Law, Act of June 19, 1997, P.L. 225, as amended, 24 P.S. §17-1701-A *et seq.*, (“CSL”) mandates that “[a] charter school application submitted under the [CSL] shall be evaluated by the local board of school directors based on criteria, including, but not limited to,” the following:

1. The demonstrated, sustainable support for the charter school plan by teachers, parents, other community members and students, including comments received at the public hearing;
2. The capability of the charter school applicant, in terms of support and planning, to provide comprehensive learning experiences to students pursuant to the adopted charter;
3. The extent to which the application addresses the issues required by the CSL; and
4. The extent to which the charter school may serve as a model for other public schools. 24 P.S. § 17-1717-A(e)(2); 53 Pa. C.S.A. § 303(2).

The CSL requires charter school applicants to address the following issues in their applications:

1. The identity of the applicant;
2. The name of the proposed charter school;
3. The grade or age levels served by the school;
4. The proposed governance structure, including a description and method for the appointment or election of members of the board of trustees;
5. The mission and education goals of the charter school, the curriculum to be offered and the methods of assessing whether students are meeting educational goals;

6. An admission policy and criteria for evaluating the admission of students that complies with the CSL;
7. The procedures that will be used regarding the suspension or expulsion of pupils;
8. Information on the manner in which community groups will be involved in the charter school planning process;
9. The financial plan for the charter school and the provisions that will be made for auditing the school;
10. Procedures to review parent complaints regarding the operation of the school;
11. A description of and address of the physical facility in which the charter school will be located, the ownership of the facility, and the lease arrangements;
12. Information on the proposed school calendar, including the length of the school day and school year;
13. The proposed faculty and a professional development plan for the faculty of a charter school;
14. Whether any agreements have been entered into or plans developed with the local school district regarding participation of the charter school student in extracurricular activities with the school district;
15. A report of criminal history record for all individuals who shall have direct contact with students;
16. An official clearance statement from the Department of Public Welfare; and
17. How the charter school will provide adequate liability and other appropriate insurance for the charter school, its employees and the board of trustees of the charter school. 24 P.S. §17-1719-A. In addition, cases interpreting these requirements from the State Charter

School Appeal Board (“CAB”) and the appellate courts provide additional parameters for the Board’s review.

Against this backdrop, the Board examines the Application.

A. The Applicant Has Not Established That It Has Properly Planned To Provide Comprehensive Learning Experiences To Students.

The CSL requires charter school applications to demonstrate "the capability of the charter school applicant, in terms of support and planning, to provide comprehensive learning experiences to students pursuant to the adopted charter." 24 P.S. § 17-1717-A(e)(2)(ii). A review of the Original Application and Resubmitted Application establishes that the Applicant has not demonstrated, based upon its support and planning, the capability of providing a comprehensive learning experience to students under the standards articulated by CAB and the appellate courts in Pennsylvania.

i. Governance Structure

As the charter authorizer of 82 operating charter schools, all of which have differing governance structures, the Board has become acutely aware of the need to ensure proper and appropriate relationships between charter schools and their management companies to ensure that the tenets of *West Chester Area S.D. v. Collegium Charter*, 571 Pa. 503, 524 (Pa. 2002) are met. The outcome of various investigations and the experience of the Board in terms of its oversight of the operations of Philadelphia charter schools require the Board to take a close look at the proposed organizational structure of new charter applicants.

Despite the Applicant's repeated attempts to suggest that it will not have a management company and therefore no management or services contract is needed, the Original Application and Resubmitted Application identify in a myriad of ways that Global Leadership High will be part



of the family or network of Global Academies' schools and that Global Academies will play a significant role in the work of Global Leadership High. The Charter School is marketing itself as a Global Academies school. It wants to give Global Leadership Academy and Global Leadership Academy Southwest students and their siblings preferential ability to enroll in Global Leadership High over all other students in Philadelphia because all three schools are going to be part of the Global Academies brand. Further, Applicant intends to ““build on the success and growth of [Global Academies managed schools]”

The Applicant's attempts to distance Global Leadership High from Global Academies while simultaneously relying on the resume and experience of Dr. Booker and her teams at Global Leadership Academy, Global Leadership Academy Southwest and Global Academies, and suggesting multiple ways in which individuals employed by those entities will be involved in operating the school under the Global Academies umbrella, is disingenuous and not credible.

The struggles that Global Academies' schools have had with academic achievement coupled with the lack of experience of the proposed Board members with starting a charter school as well as the fact that the majority of the proposed Board members have no experience in the field of education, leads the Board to conclude that the Applicant has failed to demonstrate its ability to properly govern a charter school. See Findings of Fact Paragraph Nos. 17, 19-22, and 37.

Additionally, the Applicant submitted Articles of Incorporation that contain a problematic provision. The dissolution of assets provision is not in accordance with the CSL, which requires any remaining assets of the charter school to be distributed in a specific fashion. 24 P.S. § 17-1729-A(i).

Finally, not defining what "substantial personal or business interests which conflict or which may be seen as conflicting with those of the Charter School" in the Bylaws also calls into

question whether that provision will be interpreted in accordance with the Ethics Act. (Attachment 9, Bylaws) (GLAICHS04896).

These issues reflect a lack of proper planning or a lack of understanding of legal requirements governing the Charter School's operations.

## ii. Financial Operations and Budget

Under the CSL, a charter school's board of trustees must have the authority to decide matters related to the school's budget. 24 P.S. § 17-1716-A. Additionally, an applicant must "submit a budget that provides a sufficient basis from which to conclude that the charter school has considered fundamental budgeting issues and has determined that it will have the necessary funds to operate." *In Re: Thomas Paine Charter School*, CAB Docket No. 2009-04, at 12 (citing *Voyager Charter School*, CAB No. 2005-09). In other words, under Section 1717-A(e)(ii), a charter school must "provide a sound financial plan that will enable [the charter school] to operate." *In Re: Bear Creek Community Charter School*, CAB Docket No. 2003-3 at 18-19. The budget must be complete and must clearly identify a plan to address start-up expenses and the source of such funds. *New Castle Arts Academy Charter School v. New Castle Area School District*, CAB Docket No. 2014-14. Deficiencies in the budget submitted by the applicant can be grounds to reject an application under Section 1717-A(e)(2)(ii). *Bear Creek Community Charter School*, CAB No. 2003-3.

Ongoing concerns exist with the Applicant's financial and staffing plan, articulated in more detail above. The material omissions related to financial planning are as follows: (1) the assumption of legal services fees ranging from \$15,000 to \$62,000 with no explanation as to how Applicant arrived at such assumptions; and (2) the failure to budget for the lease of additional space when it outgrows the New Building. These problems and errors compel the Board to conclude that the

Applicant has not properly considered fundamental budgeting issues associated with its model in its planning process. For these reasons, the Board finds that the budgetary planning by the Applicant is deficient.

### iii. Curriculum

Under the CSL, a charter school's application, "must contain 'the curriculum to be offered.'" *In Re: Appeal of Environmental Charter School at Frick Park*, CAB Docket No. 2007-00 at 6 (interpreting 24 P.S. § 17-1719-A(5)). "The curriculum of a school, any school, is one of the most significant building blocks of the educational program at that institution." *In Re: Thomas Paine Charter School*, CAB Docket No. 2009-04 at 9. "The failure of a charter school applicant to provide a sufficient curriculum plan has been found to be a basis for the denial of an application, because it is evidence that the proposed charter school could not be a model for other public school." *In Re: Appeal of Environmental Charter School at Frick Park*, CAB Docket No. 2007-00 at 6.

A curriculum is defined as "a series of planned instruction aligned with the academic standards in each subject area that is coordinated and articulated and implemented in a manner designed to result in the achievement at the proficient level by all students." 22 Pa. Code § 4.3. Planned instruction is defined as: "instruction offered by a school entity based upon a written plan to enable students to achieve the academic standards under § 4.12 (relating to academic standards) and any additional academic standards as determined by the school entity." *Id.* In turn, a charter school must adhere to Pennsylvania Core and Academic Standards. CAB routinely upholds the denial of charter applications when a school's curriculum does not align with Pennsylvania Standards. See e.g. *In re: Bear Creek Community Charter School Appeal*, CAB Docket No. 2013-03 at 12 ("[t]he Application fails to explain how planned instruction fulfills Chapter 4

requirements.” (citing) 22 Pa. Code § 4.11(h)); *Spartansburg Community Charter School v. Corry Area School District*, CAB Docket No. 2016-02, at 35 (“Furthermore, the curriculum maps set forth the PA Core Standards to which they are aligned, but there are standards missing, or standards listed that do not exist, with the result being that the curriculum maps describe a program that is not fully aligned with PA standards.”); *Allentown Engineering Academy Charter School v.*

*Allentown School District*, CAB Docket No. 2014-01 at 20 (“At its most fundamental level, the [] proposed curriculum fails to satisfy the curriculum requirement of the CSL by lacking the curricular documents submitted must also give an idea of “how the teacher of the the planned instruction required by the Department of Education regulations for grades 6 course is to lead the students through the course or gauge whether students understand the concepts and have attained the competencies at the heart of the course.” *Spartansburg Community Charter School v. Corry Area School District.*, at 33. The resources and materials to be used in each course must be age-appropriate for the grades to be served by the charter school. *Id.*, at 33-35. Failure to use age-appropriate material creates barriers to learning. *Id.*, at 35. An applicant's failure to align its curriculum to state standards, failure to demonstrate planned instruction for various grade levels and subject areas, and failure to differentiate the curriculum for students of varying ability levels are grounds for denial of an application. *Summit Charter School v. Pocono Mountain School*

Additionally, “CAB has found that the failure to describe how the nontraditional elements of the Charter School will be integrated into the curriculum renders the curriculum insufficient. *In re Appeal of Community Service Leadership Development Charter School*, Docket No. 2010-02 at 11 (citing *In re David P. Richard Academy Charter School*, Docket No. 2001-8). For example, in *Community Service Leadership Development*, CAB Docket No. 2010-02, in upholding the denial

of an application, emphasized that although the school indicated that it would provide educational opportunities on the basis of gender, the curriculum did not “clearly articulate how gender-based instruction [would] be applied.” Id. Similarly, the Charter Appeals Board, in upholding a denial of an application, emphasized that the school’s curriculum did not indicate where and how its agriculture and agribusiness themes and hand-on learning elements would be integrated into the

school's programming. *Spartansburg Community Charter School v. Corry Area School District*.

Here, Global Leadership High’s curriculum demonstrates that Global Leadership High would teach all required Pennsylvania Core and Academic Standards and would meet

CAB Docket No. 2016-02, at 39.  
grade level requirements as required by Chapter 4, Title 22 of the Pennsylvania Code, however, as enumerated in the Findings of Fact, the submitted materials contained material deficiencies. See Findings of Fact Paragraph No. 31. Further, while Attachment 4 - Language Instruction Plan, outlines appropriate processes, it is unclear who will be responsible for ensuring the proper implementation of the policy and procedures for serving ELs. Further, there is a lack of explanation in the staffing model which makes it insufficient to be able to support the proposed group of incoming English Learners.

B. The Resubmitted Application does not Consider All of the Information Required under Section 1719-A

Section 1719-A of the CSL requires the charter applicant to include certain information in its application. See 24 P.S. § 17-1719-A. The Board believes that the Applicant has failed to include or properly address several items of information as required in this section of the CSL.

- i. Section 1719-A(4) – The Proposed Governance Structure Of The Charter School, Including A Description And Method For The Appointment Or Election Of Members Of The Board Of Trustees.

The proposed governance structure of the Charter School raises concerns, as discussed more fully above.

- ii. Section 1719-A(5) – The mission and education goals of the charter school, the curriculum to be offered and the methods of assessing whether students are meeting educational goals.

As explained in more detail above, the proposed curriculum continues to contain material deficiencies.

- iii. Section 1719-A(9) -- The Financial Plan For The Charter School And The Provisions That Will Be Made For Auditing The School Under Section 437.

As explained more fully above, the financial plan submitted by the Charter School is deficient.

- iv. Section 1719-A (11) A description of and address of the physical facility in which the charter school will be located and the ownership thereof and any lease arrangements.

As explained more fully above, the lease for the proposed location provides an insufficient number of classrooms to accommodate Global Leadership High's enrollment projections after Year 1.

- v. Section 1719-A(15) - A report of criminal history record for all individuals who shall have direct contact with students.

Charter schools must include information on the criminal backgrounds of individuals who will have direct contact with students. Here, the Applicant fails to provide any information on the criminal background history of its identified personnel.

C. The Extent To Which The Charter School May Serve As A Model For Other Public Schools.

Pursuant to Section 1717-A(e)(2)(iv) of the CSL, the Board must evaluate the Charter School's Application with regard to the "extent to which it will serve as a model for other public

schools." 24 P.S. § 17-1717-A(e)(2)(iv). "The failure of a charter school applicant to provide a sufficient curriculum plan has been found to be a basis for the denial of an application because it is evidence that the proposed charter school could not be a model for other public schools, as required under section 1717-A(e)(2)(iv) . . ." *Spartansburg Community Charter School, supra*, at 31 (citations omitted). Upon examination and evaluation of the myriad of deficiencies in the Resubmitted Application identified above, the Board concludes that the proposed Charter School does not have the capacity to serve as a model for other public schools in Pennsylvania.

In the Existing Operator section above, the Board identifies findings from recent evaluations of the Global Academies' charter schools. Members of the Applicant group currently operate Global Leadership Academy Charter School and Global Leadership Academy Southwest. Pursuant to *Philadelphia Collegiate Charter School for Boys v. School District of Philadelphia*, CAB Docket No. 2022-05, [i]t is proper to consider whether the replication of the model has merit by looking to the "established performance [of] the other school run by the individuals forming the Applicant team." *Philadelphia Collegiate Charter School for Boys v. School District of Philadelphia*, CAB Docket No. 2022-05 at p. 13 (Citing, inter alia, *Lehigh Valley Academy Regional Charter School v. Bethlehem Area School District and Saucon Valley School District*, CAB Docket Nos. 2000-12/2000-13, at pp. 11-12). The most recent information found in the record about the academic performance and operations of Global Leadership Academy Charter School and Global Leadership Academy Southwest does not reflect a successful model that is ready or worthy for replication in a new public school. In years prior, Global Leadership Academy was viewed as a model for other public schools, which is why it was authorized to operate Global Leadership Southwest as a Renaissance charter school. However, the Board concludes that the facts articulated in the Existing Operator section in the Factual Findings do not support approving

another charter school to be operated and managed with assistance from the Founding Coalition, which is majority comprised of members associated with Global Academies. Global Academies and the employees of Global Leadership Academy Charter School and Global Leadership Academy Southwest, who are the members of the Founding Coalition, must focus their efforts on the students enrolled in their existing charter schools to ensure that academic performance for those students improve and those charter schools become compliant in all areas of the charter schools' operations.

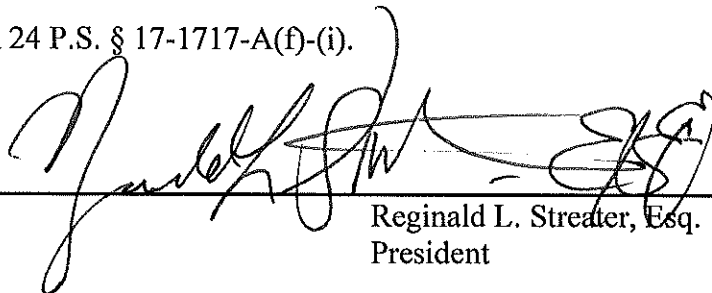
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**ORDER**

For the reasons set forth above, the Resubmitted Application to create the Global Leadership Academy International Charter High School is hereby **DENIED**.

The applicant may appeal or take other action with respect to this decision in accordance with the procedures set forth in 24 P.S. § 17-1717-A(f)-(i).

  
\_\_\_\_\_  
Reginald L. Streater, Esq.  
President

## **Action Items - Intermediate Unit - 1.**

**Title: Contract with QBS Midco LLC for Staff Professional Development in Safety Care (\$482,000)**

**Board of Education Meeting Date: 6/27/2024**

### **Action under consideration**

**Board of Education Meeting Date: 6/27/2023**

#### **Action under consideration**

The Administration recommends that the Board of Education, acting in its capacity as Board for Directors of Philadelphia Intermediate Unit No. 26 (IU 26), authorize IU 26, through the Executive Director or his designee, to execute and perform a contract, subject to funding, as follows:

**With:**

QBS Midco LLC

**Purpose:**

Staff professional development in the Safety Care student de-escalation and safe restraint program

**Start date:** 7/1/2024

**End date:** 6/30/2025

**Compensation not to exceed:** \$482,000

**Location:** All District schools; Administrative Offices; Other sites approved by the District

**Renewal Options:** Yes

**Number of Options:** 4

**Duration of Each Option:** 1 year

**Maximum compensation authorized per option period**

Not to exceed \$540,000 per option period.

**Description:**

**Why is the contract needed?**

Some students with emotional disturbance (ED) and other students with and without disabilities, may on occasion act out in aggressive and inappropriate behaviors, which can endanger themselves or others. To prevent these incidents, reduce the number of student physical restraints involving these behaviors, and to reinforce in students appropriate responses in reaction to stress, anger, or other triggers, authorization is sought to contract with QBS Midco LLC (QBS) to provide teachers and staff with professional development in Safety Care. The Safety Care program is a highly effective skill-set to verbally de-escalate disruptive behaviors, prevent and respond to crisis situations, and to use appropriate disengagement skills to handle, protect, and support students with self-injurious, dangerous, and aggressive behaviors. The primary focus of Safety Care is to replace harmful behavioral patterns with appropriate and healthy responses to triggering events, through the application of positive reinforcement, verbal de-escalation, practice, and modeling.

The Pennsylvania Department of Education (PDE) recommended that the District train all of its teachers and staff who directly work with students, in de-escalation, positive reinforcement and non-restraint techniques. The Safety Care program fully meets the criteria recommended by PDE to successfully train staff in de-escalation and non-restraint methods. District staff currently receive professional development in Safety Care, and this

program is used by many other districts throughout Pennsylvania.

To accomplish the task of having student-facing staff trained in de-escalation, positive reinforcement, and non-restraint techniques QBS will train and certify designated District staff as Safety Care Trainers. Trainers are authorized by QBS to train and certify other District staff as Safety Care Specialists. Safety Care Trainers and Specialists must receive retraining and certification annually. Since the inception of this professional development program, District Safety Care Trainers have certified over 2,500 District principals, administrators, teachers, and staff as Specialists.

Training staff in Safety Care will reduce the number of serious student incidents involving harmful confrontations, restraints, disciplinary actions, and suspensions. The program will enable the District to support students in a positive, caring, safe, and respectful learning environment.

**How is this work connected to the District's plan to achieve Goals & Guardrails?**

Teachers and staff trained in Safety Care have the skill set that enables them to handle students, when they act out with harmful behaviors, in a safe, respectful and positive manner, and replace these non-beneficial patterns of behavior with new and appropriate responses to triggering stimuli. Eliminating or minimizing nonproductive behavioral patterns enables students to learn, reach and exceed grade levels in reading and math, perform proficiently on annual state state assessments, and to graduate ready for college and career.

**How will the success of this contract be measured?**

The success of the program will be measured by the number of District staff trained, certified and recertified in Safety Care.

**If this is the continuation of a contract, how has success been measured in the past, and what specific information do we have to show that it was successful?**

Success of this program is based on the number of District staff trained, certified, and recertified in Safety Care. Since the inception of this professional development program, over 2,500 District employees received certifications as Safety Care Trainers and Specialists.

**When applicable, is this an evidence-based strategy? If so, what evidence exists to support this approach?**

Safety Care is a scientifically researched and evidence-based program. It is grounded in Positive Behavior Interventions and Supports (PBIS) and Applied Behavior Analysis (ABA) principles. The program is supported by decades of applied research on behavior support interventions published in established peer-reviewed journals.

**When applicable, was a larger community of District community members and/or stakeholders involved in this selection process? If so, what groups and how?**

At the recommendation of PDE, teachers and professional educational staff employed in schools throughout Pennsylvania receive professional development in de-escalation techniques. Representatives from the Offices of School Safety and Climate and Culture were included on the committee that reviewed and evaluated contractors' proposals in response to RFQ NG10436.

**Funding Source(s):**

FY24-25 IDEA Grant

**Office Originating Request:** Academic Support

**Office Originating Request:** Academic Support

**ATTACHMENTS:**

Description

QBS MWBE FY25

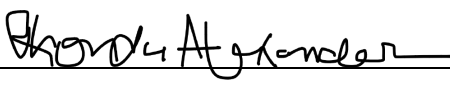
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Supporting Document


**THE SCHOOL DISTRICT OF PHILADELPHIA  
OFFICE OF PROCUREMENT SERVICES  
OFFICE OF MINORITY AND SMALL BUSINESS DEVELOPMENT**

**Minority/Women-Owned Business Enterprise (M/WBE) Participation Plan**

**I. Information in this section refers to the Prime Contractor/Vendor.**

Company Name:	QBS LLC			Federal Tax ID:	85-0705336	
Address:	49 Plain Street, Unit 200			Phone Number:	508-316-4223	
City:	North Attleboro	State:	MA	Zip Code:	02760	
DBA (if applicable):				Fax Number:		
Primary Contact Person:	Rhonda Alexander		Primary Contact Email:	<a href="mailto:ralexander@qbs.com">ralexander@qbs.com</a>		
Compliance Contact:	Rhonda Alexander		Compliance Contact Email:	<a href="mailto:ralexander@qbs.com">ralexander@qbs.com</a>		
Bid Number:	NG10436		Bid Submission Due Date:	3/19/2024		
Contract Amount:	\$900,000 or district assigned amount		Contract Overall M/WBE Goal:	5%		
<u>Diversity Business Certification(s):</u> Check all that apply. <input type="checkbox"/> Minority-Owned Business Enterprise (MBE) <input type="checkbox"/> Woman-Owned Business Enterprise (WBE) <input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Small Business Enterprise (SBE) <input type="checkbox"/> Disabled Owned Business Enterprise (DSBE) <input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE) <input type="checkbox"/> LGBT Business Enterprise (LGBTBE) <input checked="" type="checkbox"/> None – not applicable						
Authorized Representative Signature:						
Print Name:	Rhonda Alexander					
Title:	Controller			Date:	3/15/2024	
Certifying Agency				Certification No.		

**II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).**

Company Name:	21 Oak HR Consulting			Federal Tax ID:	47-3600764	
Address:	21 Oak Street			Phone Number:	860-805-6461	
City:	Newburyport	State:	MA	Zip Code:	01950	
DBA (if applicable):				Fax Number:		
Primary Contact Person:	Jill Santopietro Panall		Primary Contact Email:	<a href="mailto:21oakhr@gmail.com">21oakhr@gmail.com</a>		
Compliance Contact:	Rhonda Alexander		Compliance Contact Email:	<a href="mailto:ralexander@qbs.com">ralexander@qbs.com</a>		
Description of Services Provided:	HR consulting, including directly assisting employees, leave administration, FLSA & OSHA documentation, employee safety, employee training and recruiting.					
Approximate \$ amount of Subcontract:	\$12,000 per year/\$36,000 of contract life		Subcontract % of Total Contract Amount:	3%		
<p><u>Diversity Business Certification(s): Check all that apply.</u></p> <p><input type="checkbox"/> Minority-Owned Business Enterprise (MBE)</p> <p><input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE)</p> <p><input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)</p> <p><input type="checkbox"/> Small Business Enterprise (SBE)</p> <p><input type="checkbox"/> Disabled Owned Business Enterprise (DSBE)</p> <p><input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE)</p> <p><input type="checkbox"/> LGBT Business Enterprise (LGBTBE)</p> <p><input type="checkbox"/> None – not applicable</p>						
<p><u>Diversity Business Certification to be used on this contract (select one):</u></p> <p><input type="checkbox"/> Minority-Owned Business Enterprise (MBE)</p> <p><input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE)</p> <p><input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)</p>						
Diversity Business Certifying Agency: <u>MA Supplier Diversity Office</u>						
Authorized Representative Signature:						
Print Name:	Jill Santopietro Pannell					
Title:	Owner/Chief Consultant			Date:	3/15/2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.

## Fwd: Confirmation of Precertification Workshop registration ID=100839

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**From:** Jill Santopietro [21oakhr@gmail.com](mailto:21oakhr@gmail.com)  
**To:** Rhonda Alexander [ralexander@qbs.com](mailto:ralexander@qbs.com)  
**Sent:** Friday, March 15, 9:23 AM

----- Forwarded message -----

**From:** <[sdocertrak@mass.gov](mailto:sdocertrak@mass.gov)>  
**Date:** Wed, Mar 6, 2024 at 4:27 PM  
**Subject:** Confirmation of Precertification  
**Workshop registration ID=100839**  
**To:** <[21oakhr@gmail.com](mailto:21oakhr@gmail.com)>

**DO NOT REPLY TO THIS EMAIL**

### Workshop Registration

You have registered for the following workshop session:

**Attendee Name:** Jill Santopietro Panall  
**Workshop Name:** SDO Pre-Certification  
**Time:** 06/27/2024 10:00AM - 12:00PM  
**Zoom Link:** <https://us02web.zoom.us/j/85646762927?pwd=VqDkNGNMOXhYdWwzYzYzongHkW2>  
**Zoom Meeting ID:** 856 4676 2927  
**Zoom Meeting Password:** 312236

If you need to cancel your registration, please [Click here](#).

Any questions please email [webmaster.sdo@mass.gov](mailto:webmaster.sdo@mass.gov).

Thank you.  
Supplier Diversity Office

--

Jill Santopietro Panall, SPHR, SHRM-SCP  
(she/her/hers)  
21Oak HR Consulting | [21oakhr@gmail.com](mailto:21oakhr@gmail.com)

**II. Information in this section refers to the sub-contractors to be used throughout the entire performance of this contract (use Section II of this form multiple times for additional sub-contractors). Include copies of all applicable certification(s).**

Company Name:	Rourke Training LLC			Federal Tax ID:	87-4428847	
Address:	17 Lesley Ave.			Phone Number:	781-775-4150	
City:	Auburn	State:	MA	Zip Code:	01501	
DBA (if applicable):				Fax Number:		
Primary Contact Person:	Kirsten Rourke		Primary Contact Email:	kirsten@rourketraining.com		
Compliance Contact:	Rhonda Alexander		Compliance Contact Email:	ralexander@qbs.com		
Description of Services Provided:	Instructional Design, Public Speaking, & Business Consulting.					
Approximate \$ amount of Subcontract:	\$3,000 per year/\$9,000 over contract life		Subcontract % of Total Contract Amount:	2%		
<p><u>Diversity Business Certification(s): Check all that apply.</u></p> <p><input type="checkbox"/> Minority-Owned Business Enterprise (MBE)</p> <p><input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE)</p> <p><input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)</p> <p><input type="checkbox"/> Small Business Enterprise (SBE)</p> <p><input type="checkbox"/> Disabled Owned Business Enterprise (DSBE)</p> <p><input type="checkbox"/> Veteran's Business Enterprise (VBE) / Certified Service-Disabled Veteran's Business Enterprise (SDVBE)</p> <p><input type="checkbox"/> LGBT Business Enterprise (LGBTBE)</p> <p><input type="checkbox"/> None – not applicable</p>						
<p><u>Diversity Business Certification to be used on this contract (select one):</u></p> <p><input type="checkbox"/> Minority-Owned Business Enterprise (MBE)</p> <p><input checked="" type="checkbox"/> Woman-Owned Business Enterprise (WBE)</p> <p><input type="checkbox"/> Federally Certified Disadvantaged Business Enterprise (DBE)</p>						
Diversity Business Certifying Agency: _____ SAM.GOV _____						
Authorized Representative Signature:	<i>Kirsten Rourke</i>					
Print Name:	Kirsten Rourke					
Title:	Owner			Date:	March 15, 2024	

THE SIGNER COMMITS TO PROVIDE SERVICES OR SUPPLIES AS DESCRIBED ABOVE AND WILL ENTER INTO A FORMAL AGREEMENT WITH THE BIDDER/PROPOSER CONDITIONED ON THE BIDDER/PROPOSER'S EXECUTION OF A CONTRACT WITH THE SCHOOL DISTRICT OF PHILADELPHIA.



**From:** [donotreply@sam.gov](mailto:donotreply@sam.gov) <[donotreply@sam.gov](mailto:donotreply@sam.gov)>

**Sent:** Friday, March 15, 2024 1:15 PM

**To:** Kirsten Rourke <[kirsten@rourketraining.com](mailto:kirsten@rourketraining.com)>

**Subject:** CONFIRMATION: Registration Submitted for ROURKE TRAINING LLC / KU42DAAEDZZ2 in the U.S. Government's System for Award Management (SAM)

*This email was sent by an automated administrator. Please do not reply to this message.*

Dear Kirsten Rourke,

You successfully submitted the entity registration for ROURKE TRAINING LLC / KU42DAAEDZZ2 in the U.S. federal government's System for Award Management (SAM). This registration record will remain in Submitted status until all external validations are complete.

What happens next?

1. If you provided a Taxpayer Identification Number (TIN), the Internal Revenue Service (IRS) will conduct a validation of your TIN and Taxpayer Name. This step can take two business days. You will get an email from SAM.gov when that review is complete.
2. Your registration will then be sent to the Defense Logistics Agency (DLA) Commercial and Government Entity (CAGE) Code system for assignment or validation of your CAGE Code. This step averages two business days, but the DLA CAGE team can take up to ten business days, or longer, in peak periods. You will get an email from SAM.gov when that review is complete.
3. If the DLA CAGE team has any questions, they will contact the individual you listed as the Government Business Point of Contact (POC) via email. The email will come from a dla.mil address. Please tell your Government Business POC to respond right away to any requests from a dla.mil email. If a timely response is not received, your registration will be returned to SAM and your registration status changed to Work in Progress. You will have to resubmit and provide the requested information to DLA CAGE to continue.
4. You will get an email from SAM.gov when your registration passes these external validations and becomes Active. Until then, use the Check Registration Status link at SAM.gov to see where your registration is in the review process.
5. If you have not previously submitted a notarized letter formally designating the Entity Administrator for your entity, you must do so now. Failure to do so within 60 days of activation may result in the registration no longer being active. NOTE: You are not required to provide a notarized letter for a federal entity registration.

Remember, this process is entirely FREE to you. It is FREE to register and maintain your

registration in SAM. It is FREE to get help with your registration from the Federal Service Desk at [www.fsd.gov](http://www.fsd.gov) or by telephone at 866-606-8220 (toll free) or 334-206-7828 (internationally).

In addition, if you are a small business located in the U.S. and its outlying areas, you can get FREE support from your local [APEX Accelerator](https://www.apexaccelerators.us) (formerly known as PTAC), an official resource for government contracting assistance. Go to <https://www.apexaccelerators.us> to find your closest office.

Thank you,  
The System for Award Management (SAM) Administrator  
<https://sam.gov>

**III. Information in this section must be completed by the Prime Contractor/Vendor if the Prime Contractor/Vendor proposes no diversity enterprise commitment.**

Bid, RFQ or RFP Number: \_\_\_\_\_

Best and Good Faith Efforts

The School District's Office of Procurement Services reviews the Prime Contractor's commitments to determine whether the Prime Contractor has made Best and Good Faith Efforts. If the Prime Contractor does not include a sufficient commitment to diverse enterprises in this Bid or RFP proposal, the Prime Contractor shall provide the reasons, and include supporting documentation as evidence. Acceptable supplemental documentation includes, but is not limited to:

1. Contact log and correspondence related to diverse contracting outreach;
2. Copies of its solicitations of certified minority- and women-owned business enterprises and any responses thereto;
3. If responses to the contractor's solicitations were received, but a certified minority- or woman-owned business enterprise was not selected, the specific reasons that such enterprise was not selected;
4. Information describing the specific steps undertaken to reasonably structure the contract scope of work for the purpose of subcontracting with, or obtaining supplies from, certified minority- and women-owned business enterprises;
5. Describe any other action undertaken by the bidder to document its good faith efforts to retain certified minority - and women- owned business enterprises for this procurement.

Refer to M/WBE Contractor Good Faith Efforts Supplemental Form. Submit additional pages as needed.

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*The Prime Contractor attests that it submits the following as evidence of its good faith efforts to find and retain certified minority- and women-owned business enterprises in connection with this Bid or Proposal.*

Authorized Representative Signature:			
Print Name:			
Title:		Date:	

<b>IV. Key Instructions for completing this form.</b>
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- 1. This M/WBE Participation Plan Form must be submitted with bid response.**
- 2. Use Section II of this form multiple times for each additional sub-contractor.**
- 3. Include copies of all active and current diversity certification(s) for the Prime Contractor and Sub-Contractor, as applicable.**
- 4. The M/WBE Participation Plan Form must be filled out in its entirety or it is void.**
- 5. The Prime Contractor and all Sub-Contractors must sign and acknowledge the form or it is void.**
- 6. The approximate amount or percentage that will be awarded to the Sub-Contractor is per the whole amount from the contract paid to the Prime Contractor.**
- 7. The Prime Contractor must explain if the diversity goal percentage range may not be met in the space provided on (Page 3) and provide evidence of Good Faith Efforts to be reviewed by the Office of Procurement Services before next steps are given. Good Faith Efforts does not excuse meeting the diversity goals set forth.**

## **Action Items - Intermediate Unit - 2.**

### **Title: Amendment of Contracts with Various Vendors - Supplemental Materials - No Cost Extension**

**Board of Education Meeting Date:** 6/27/2024

#### **Action under consideration**

The Administration recommends that the Board of Education, acting in its capacity as the Board of Directors of Philadelphia Intermediate Unit No. 26 (IU 26), authorize the IU 26, through the Executive Director or his designee, to execute and perform contracts, subject to funding, as follows:

**With:**

Great Minds  
SAVVAS  
HMH  
McGraw Hill  
Mackin  
Vista Learning

**Purpose:** To extend the time period of the contracts for purchase of textbooks and instructional aids for non-public schools for non-public school students to continue learning opportunities for literacy and independence in the classroom helping to address learning loss, as a result of the COVID-19 pandemic

**Original Start Date:** July 1, 2023

**Current End Date:** June 30, 2024

**Amended End Date:** September 30, 2024

**Original Compensation:** \$5,000,000

**Additional Compensation:** \$0

**Total New Compensation:** \$5,000,000

**Location(s):**

Non-Public Schools in Philadelphia

**Description:**

**Why are these Contracts needed?**

The American Recovery Plan Act (ARPA) Emergency Assistance to Non-Public Schools (EANS II) is federal funding the IU is charged with administering for the PA Department of Education (PDE). EANS II provides allowable services and assistance, including educational technology, for eligible non-public schools to prepare, respond and prevent COVID-19. Extending the contracts with these vendors will allow for responsible purchases of textbooks and instructional aids with remaining EANS funds while streamlining the process for multiple nonpublic schools.

EANS II funds are available for allowable services and assistance through September 30, 2024. On August, 17 2023, the Board approved the original compensation amount. This no cost extension of time will allow the Office of Non-Public School Programs to use the prior approved EANS II funds to continue to purchase textbooks and instructional aids on behalf of non-public schools to help address student learning loss resulting from the COVID-19 pandemic.

**How is this work connected to the District's plan to achieve Goals and Guardrails?**

EANS funds will allow students in Philadelphia non-public schools to have the opportunity to be welcomed into a safe and supportive learning environment connected to Guardrail 1. EANS funds provide instructional goods and services to non-public schools to help children achieve their full potential.

**How will the success of this contract be measured?**

For EANS, the law provides goods and services to help ameliorate the impacts of Covid-19.

**Funding Source(s):**

PDE allocation of federal EANS II funds to the IU for non-public schools.

**Procurement process:** NG10042, NG10105

**Related resolution(s)/approval(s):**

August 18, 2022, No. 24

October 28, 2021; No. 17

August 17, 2023; No. 36

**Office Originating Request:** Finance