Mission: To promote school readiness and pre-kindergarten programs thus increasing all children’s chances of achieving future educational success and becoming productive members of society. The coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children.

EXECUTIVE COMMITTEE MEETING AGENDA
EVALUATION FOR LEGAL SERVICES PROCUREMENT RFQ #ELCMDM2020-01
October 19, 2020; 10:00 a.m.
Zoom Meeting ID: 946 4574 7363; Passcode: Executive

I. Welcome and Introductions  Adrian Alfonso

II. Approval of Minutes  Adrian Alfonso
   A. 09/22/2020

III. Overview
   A. Conflict of Interest
   B. Cone of Silence
   C. Code of Conduct

IV. Documents and Instructions

V. Presentation

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<tr>
<td>Lehtinen Schultz PLLC</td>
<td>10:10 – 10:30 AM</td>
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VI. Interview Questions and Answers

VII. Closing Comments

VIII. Miami-Dade County CARES Funding  Evelio Torres

IX. Public Comments  Adrian Alfonso

X. Adjourn  Adrian Alfonso
Executive Committee Meeting  
September 22, 2020; 3:00 p.m.  
Zoom Meeting ID: 981 0700 5886

Committee Attendees: Adrian Alfonso; Gilda Ferradaz; Bob Eadie;

Absentee Members: Maurice Kemp

Non-Committee Board: Sandi Bisceglia

ELC Staff: Evelio Torres; Angelo Parrino; Mercy Castiglione; Jackye Russell; Pamela Hollingsworth;

General Attendees:

I. Welcome & Introductions  
Adrian Alfonso

II. Approval of Minutes  
Adrian Alfonso

o Motion to approve minutes G. Ferradaz.
  o Motion seconded by B. Eadie.
  o Motion unanimously passed.

III. Shade Meeting Request  
Bob de la Fuente

B. de la Fuente request permission to hold an “in the shade” meeting to discuss the two following cases:


  o Motion to approve the “in the shade meeting” by B. Eadie.
  o Motion seconded by A. Alfonso
  o Motion unanimously passed.
2. Dania Espinosa vs. Early Learning Coalition of Miami-Dade/Monroe, Inc.
   - Motion to approve the “in the shade meeting” by B. Eadie.
   - Motion seconded by A. Alfonso
   - Motion unanimously passed.

IV. Public Comments

V. Adjourn
THE EARLY LEARNING COALITION OF MIAMI-DADE/MONROE, INC.

LEGAL SERVICES

RFQ #ELCMDM2020-01

Submitted by:

LEHTINEN SCHULTZ PLLC

In collaborative partnership with:

Rodolfo (“Rudy”) Gomez, Esq. &
Ford Harrison LLP
1 SE Third Ave.
Suite 2130
Miami, Florida 33131

and

Daniel J. Benavides, Esq. &
Sandman Savrann PLLC
78 SW 7th St.
Suite 500
Miami, Florida 33131

and

John M. Catalano Esq. &
Siegfried Rivera
201 Alhambra Circle
11th Floor
Coral Gables, Florida 33134
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Lehtinen Schultz PLLC (“Lehtinen Schultz” or the “Firm”) has served as Board Counsel and has provided legal services to the Early Learning Coalition of Miami-Dade/Monroe, Inc. (“Coalition”) since 2017. It was founded in 2014 by several partners from the highly respected law firm Tew Cardenas LLP. Lehtinen Schultz has a particular focus on and history of providing legal services to not-for-profit agencies and municipalities. Through Bob de la Fuente, Amanda Quirke Hand, Claudio Riedi, and Dexter W. Lehtinen, Lehtinen Schultz is uniquely able to provide the Early Learning Coalition of Miami-Dade/Monroe, Inc. (“Coalition”) with the services required by the Coalition.

The Firm is pleased to present a collaborative partnership with three other individuals and firms whose legal expertise is well known to the Coalition. Our team includes: (i) Rodolfo (“Rudy”) Gomez and his firm, Ford Harrison LLP (“Ford Harrison”); (ii) John M. Catalano and his firm, Siegfried Rivera; and (iii) Daniel (“Danny”) Benavides and his firm, Sandman Savrann PLLC (“Sandman Savrann”). All three have provided the Coalition with legal services in the past, and we are pleased to include them in this response to the Request for Qualifications (“RFQ”).

Our team’s breadth of experience is extensive, as set forth below.

**Bob de la Fuente** is rated AV pre-eminent by Martindale Hubbell and has served as Board Counsel to the Coalition since 2017 and is consistently recognized as a Super Lawyer, Top Lawyer and a member of the Legal Elite. While at Tew Cardenas, Mr. de la Fuente provided legal services to the Coalition, working extensively for the Coalition in a variety of capacities, occasionally serving as Board Counsel to the Board of Directors, and serving as the primary attorney for the Program
Policy & Strategy Committee. He has been practicing since 1993, enjoying a varied career as an Assistant State Attorney, the Director of Florida Development for a New York based development company, a partner at Tew Cardenas LLP a founding shareholder of Lehtinen Schultz, and Board Counsel to the Coalition, where his responsibilities included all requirements of this RFQ.

Amanda Quirke Hand, an attorney since 2006, brings a tremendous wealth of private and public sector experience to our team, having practiced land use, local government, and litigation. She also served as an Assistant City Attorney in the City of Miami where, among other things, she served as board counsel to the Planning, Zoning and Appeals Board and the Historic, Environmental and Preservation Board.

Claudio Riedi has practiced law since 1993 and is a founding shareholder of the Firm. He serves as Special Counsel to the Village of Wellington (“Village”), where he and other members of the Firm have handled litigation matters for the Village.

Dexter W. Lehtinen is a well-known figure in the South Florida community, having served as the United States Attorney for the Southern District of Florida. He was most recently the Village Attorney for the Village of Palmetto Bay until the end of 2019.

Rudy Gomez is a partner at Ford Harrison, which is a global law firm of human resource attorneys. Rudy has practiced labor and employment law for over thirty (30) years. From August 2011 until April 2012, Mr. Gomez worked with Bob de la Fuente representing the Early Learning Coalition of Broward County in extremely sensitive labor and employment law issues, and he has been doing the same for the Coalition since 2017.

Danny Benavides is a partner at Sandman Savrann PLLC and was formerly a partner at Shutts & Bowen. At Shutts & Bowen, Danny worked extensively with the Coalition serving as counsel to the Provider Services Committee and to the Contracts Department.
RELEVANT WORK HISTORY IN SOUTH FLORIDA WITH NON-PROFIT ORGANIZATIONS

Lehtinen Schultz and its collaborative partners provide the following work history in South Florida with non-profit organizations and government, with unparalleled experience to address the Coalition’s needs.

LEHTINEN SCHULTZ PLLC

Bob de la Fuente

Early Learning Coalition of Miami-Dade/Monroe, Inc.: Board Counsel and Coalition related legal matters, including but not limited to: Resolutions; Parliamentary procedure; Sunshine law; Public records; Procurement; Voting conflicts; Contracts; Procurement.

Board Counsel 2017 – Present
Counsel (at Tew Cardenas) 2010 - 2014

Early Learning Coalition of Broward County, Inc: Board related matters, including but not limited to: Resolutions; Parliamentary procedure; Sunshine law; Public records; Procurement; Voting conflicts; Contracts; Procurement; Contracts

Interim Board Counsel 2011 – 2012
Special Counsel, Procurement 2015

Additional Non-Profit & Government Representations:

Camillus House: Land Use & Zoning Matters
Miami Rescue Mission: Land Use & Zoning Matters
City of Miami Beach: Special Counsel to Planning Director
Town of Medley: Special counsel for land use, zoning and public records matters
City of West Palm Beach: Special counsel opposing roadway extension; public records, State and Federal agency interaction
Amanda Quirke Hand
Early Learning Coalition of Miami-Dade/Monroe, Inc.: Procurement matters
City of Miami, Assistant City Attorney: Board counsel

Claudio Riedi
Early Learning Coalition of Miami-Dade/Monroe, Inc.: Employment, contract, and procurement matters.
Village of Wellington: Special counsel, land use litigation
Village of Palmetto Bay: Board counsel, litigation counsel
City of West Palm Beach: Special counsel opposing roadway extension; public records, State and Federal agency interaction

Dexter W. Lehtinen
Village of Palmetto Bay: Village Attorney.

Rudy Gomez/Ford Harrison
Early Learning Coalition of Miami-Dade/Monroe, Inc.: Employment counsel
Early Learning Coalition of Broward County, Inc.: Employment counsel

John M. Catalano/Siegfried Rivera
Early Learning Coalition of Miami-Dade/Monroe, Inc.: Real estate/leasing counsel
Town of Medley: Real estate counsel
Camillus House: Real estate and transactional counsel

Danny Benavides/Sandman Savrann
Early Learning Coalition of Miami-Dade/Monroe, Inc.: Counsel to the Provider Services Committee and Contracts department.
KNOWLEDGE OF RULES AND REGULATIONS GOVERNING NON-PROFIT FUNDING

Current and prior representation of the Coalition and ELC Broward have resulted in significant knowledge of the funding, use and restrictions on the use of funds for the Coalition. Further, the Firm benefits from extensive dealings with the General Counsel’s office of the Office of Early Learning (“OEL”), including open lines of communication allowing confirmation that Coalition actions remain in compliance with the Coalition’s Grant Agreement and governing regulations. The Firm therefore has extensive knowledge of the Grant Agreement and the extensive list of applicable Federal and State regulations, a small sample of which includes: 45 CFR Part 99 – Procedures for Hearings for the CCDF; Code of Federal Regulations requirements which must be included in vendor contracts; Sabanes-Oxley Act; Chapter 1002, Part V, Fla. Stat. – Voluntary Prekindergarten Education Program; Chapter 1002, Part VI, Fla. Stat. – School Readiness Program; Chapter 112, Fla. Stat.

Recently, and of particular relevance, in dealing with the challenges presented by the problems caused by the failure of EFS Mods, the Firm, with the Coalition, drafted and negotiated Grant Agreement modifications to best protect the Coalition from exposure.

The Firm’s years of experience representing the Coalition, reviewing the Grant Agreements, and fostering open lines of communication and good relations with OEL’s General Counsel’s office have resulted in the ability to effectively navigate, understand and provide advice on the numerous regulations governing non-profit, and specifically the Coalition’s, funding.

PLAN TO RENDER SERVICES REQUESTED IN SECTION 3.4

As has been the case for the last three and a half years, Bob de la Fuente would continue to serve as the primary contact for the Coalition. We anticipate that most of the work for the Coalition will be performed by Mr. de la Fuente, Ms. Hand, and Mr. Riedi. Rudy Gomez would handle
employment related matters; John Catalano would handle real estate and leasing matters; Danny Benavides would be available for Provider Services meetings, Contract issues, and other Coalition issues as needed. For each task listed under Section 3.4, Bob de la Fuente would be the primary contact and handle each matter himself. On the rare occasion that he might be unavailable to attend any required board or committee meetings or conference calls, coverage is available from Amanda Quirke Hand, Claudio Riedi, Danny Benavides, and Dexter W. Lehtinen. Legal advice and consultation from every member of our collaborative partnership is available.

The Coalition will receive a single invoice for all legal services and expenses from Lehtinen Schultz, which will include Messrs. Gomez, Catalano and Benavides and their firms’ fees and expenses listed as an expense, and those invoices would be provided as backup for those expenses.

Through designated point person Bob de la Fuente, services will be provided through direct contact with Coalition Board members, Committee members, the CEO, or administration as designated by the CEO, or as otherwise directed by the Coalition. Lehtinen Schultz plans on following the working model as previously established during prior work for the Coalition and the ELC Broward County. Direct lines of communication with the client and the specific departments requiring legal assistance have resulted in being able to quickly identify specific needs and the ability to address those needs immediately and accurately.

EXPERIENCE IN GOVERNMENTAL AND ADMINISTRATIVE/REGULATORY MATTERS, INCLUDING REPRESENTATION OF A BOARD OF DIRECTORS

Bob de la Fuente has currently served as Board Counsel to the Coalition since 2017, and provided legal services and served as counsel to the Board of Directors of the Coalition from 2010 – 2014 at Tew Cardenas, for a total of 7.5 years. Additionally, he served as Interim Board Counsel for
the ELC Broward for one year, and subsequently served as Procurement Counsel for the ELC Broward. With these engagements Mr. de la Fuente routinely and regularly provided advice on relevant legal matters to both coalitions, including but not limited to conflicts, Sunshine Law, Shade Meetings, procurement, contracts and parliamentary procedure. This is in addition to his extensive governmental and administrative experience set forth earlier in the section entitled “Relevant Work History in South Florida with Non-Profit Organizations,” outlining, among other things, his representation of the City of Miami Beach, the Town of Medley, and the City of West Palm Beach.

Claudio Riedi has provided legal services for the Coalition since 2017. Most recently, and of particular note was his well-received presentation to the Coalition Board at its September 2020 meeting, advising the board members of their fiduciary responsibilities. Mr. Riedi’s governmental/administrative/regulatory experience includes representing the Village of Wellington, the Village of Palmetto Bay, and the City of West Palm Beach.

Amanda Quirke Hand has provided legal services for the Coalition since 2017. She was an Assistant City Attorney for the City of Miami, advising the Commission, boards and staff on administrative and regulatory matters.

Dexter W. Lehtinen was Village Attorney for the Village of Palmetto Bay until December, 2019. His duties required expertise in governmental and administrative/regulatory matters, and representation of the Village Council.

Rudy Gomez and Ford Harrison have provided the Coalition and the Broward ELC with Employment Law expertise since 2012.

In addition to having provided the Coalition with real estate and leasing legal services, John Catalano represented, with Bob de la Fuente, Camillus House in a sophisticated land swap transaction involving the Florida Department of Transportation, the Florida Department of State
Lands, Camillus House, and the University of Miami, yielding significant experience in governmental and regulatory matters.

Danny Benavides is well known to the Coalition, having provided his legal services to the Coalition while he was a shareholder at his prior firm.

**INFRASTRUCTURE TO PROVIDE REQUESTED SERVICES AND INTERNAL CAPACITY TO PROVIDE SPECIALIZED LEGAL ADVICE/REPRESENTATION IN DIFFERENT AREAS OF THE LAW**

Lehtinen Schultz PLLC’s roster of attorneys possesses extensive experience and skills that have effectively served the Coalition since 2017. In addition, our collaborative partnership with Rudy Gomez and Ford Harrison, John Catalano and Siegfried Rivera, and Danny Benavides and Sandman Savrann supplement and enhance Lehtinen Schultz’s abilities, providing the Coalition with the ability and internal capacity to provide the services requested and the specialized legal advice and representation in the different areas of the law which have been most frequently needed by the Coalition. Our structure enables full service without large firm inefficiencies. In sum, Lehtinen Schultz and its collaborative partners are the most important tools that are already in place which would continue to provide exemplary service to the Coalition. If the situation arises where none of the attorneys in our collaborative partnership are able to provide needed expertise (and this has not occurred while we have been Board Counsel), we are fortunate to have an extended network of colleagues within Ford Harrison and Siegfried Rivera, as well as stemming from our tenures at larger firms, such as Tew Cardenas and Shutts & Bowen, among others. With that network, specialists are readily found.

The size of our team and our team’s breadth of services provides more than ample internal capacity to efficiently serve the Coalition, provides the Coalition with direct and immediate contact with attorneys to handle its issues, and minimizes the number of attorneys working on its matters.
Lehtinen Schultz’s offices on Brickell Avenue, Danny Benavides’ and Rudy Gomez’s offices downtown, and John Catalano’s office in Coral Gables all contain administrative staff able to assist on Coalition matters and the required technology to meet the Coalition’s requirements, including but not limited to the ability to conduct remote meetings when required. Bob de la Fuente’s full-time legal assistant is readily reachable in the event that Mr. de la Fuente is unavailable, and is equipped to locate the required attorneys to handle any emergent matters.

**PROPOSED BUDGET AND BUDGET NARRATIVE FOR EACH YEAR OF CONTRACT TERM**

The proposed budget for the Legal Services contract is $125,000/year.¹ Each attorney will bill for legal services in increments of one-tenth (0.1) of one hour. We are pleased to offer the same hourly rates we currently charge the Coalition. Expenses incurred in connection with rendering legal services shall be billed in addition to legal services. These expenses may include long distance telephone charges, photocopying expenses, courier service fees, postage, filing fees, title searches, transcripts, Westlaw online legal research expenses, court fees, and facsimiles.

**2021 (January 1 – June 30) & 2026 (July 1, 2026 – December 31, 2026)**

Budget: $62,500/6 months

<table>
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<th>Attorneys</th>
<th>Hourly Rates</th>
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<tr>
<td>Bob de la Fuente</td>
<td>$200</td>
</tr>
<tr>
<td>Amanda Quirke Hand</td>
<td>$200</td>
</tr>
<tr>
<td>Claudio Riedi</td>
<td>$200</td>
</tr>
<tr>
<td>Dexter W. Lehtinen</td>
<td>$200</td>
</tr>
</tbody>
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¹ For every year, his excludes serving as lead counsel in any litigation matters, which if required, would be considered on a case by case basis.
² For every year, this excludes serving as lead counsel in any litigation matters, which if required, would be considered on a case by case basis.
Lehtinen Schultz Attorneys  $200
Rudy Gomez  $275
Ford Harrison Attorneys  $275
John M. Catalano  $200
Siegfried Rivera Attorneys  $200
Danny Benavides  $200
Sandman Savrann Attorneys  $200

2021-2026

Budget:  $125,000/year

Hourly Rates

Bob de la Fuente  $200
Amanda Quirke Hand  $200
Claudio Riedi  $200
Dexter W. Lehtinen  $200
Lehtinen Schultz Attorneys  $200
Rudy Gomez  $275
Ford Harrison Attorneys  $275
John M. Catalano  $200
Siegfried Rivera Attorneys  $200
Danny Benavides  $200
Sandman Savrann Attorneys  $200
I certify from the records of this office that LEHTINEN SCHULTZ PLLC is a limited liability company organized under the laws of the State of Florida, filed on January 15, 2014, effective January 13, 2014.

The document number of this limited liability company is L14000007858.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on January 27, 2020, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Fifth day of October, 2020

[Signature]
Secretary of State

Tracking Number: 2865609930CU
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication
Lehtinen Schultz PLLC provides the following seven (7) professional references, two (2) more than required by the RFQ:

Evelio Torres  
President & CEO  
Early Learning Coalition of Miami-Dade/Monroe, Inc.  
305.646.7220  
ETorres@elmcmdm.org

Raul Aguila, Esq.  
City Attorney  
City of Miami Beach  
305.673.7470  
RaulAguila@miamibeachfl.gov

Miami Rescue Mission  
Rev. Ronald Brummitt, President  
2020 NW 1st Ave.  
Miami, FL 33127  
Tel. 305.571.2273  
Fax 305.571.2244  
Email rbrummit@caringplace.org

Paul R. Ahr, Ph.D., MPA, MA  
Former CEO of Camillus House  
paulahr@earthlink.net  
305.965.9303

Esther Jacobo, Esq.  
Former Interim Secretary of the Department of Children & Families  
Former Board Member, Early Learning Coalition of Miami-Dade/Monroe, Inc.  
estherjacobo@msn.com  
786.514.9037

---

1 The RFQ specifies “references” and not letters of recommendation; nevertheless, as a supplement, we include five (5) attached letters of recommendation.
Paul Schofield
Village Manager
Village of Wellington
561.753.2536
pauls@wellingtonfl.gov

Ed Silva
Former Village Manager, Palmetto Bay
786.606.8903
May 3, 2017

Early Learning Coalition of Miami-Dade/Monroe, Inc.
c/o LSRCF Attorneys, PLLC
1111 Brickell Avenue
Suite 2200
Miami, FL 33131

Re: Reference letter for LSRCF Attorneys, PLLC

To the Early Learning Coalition of Miami-Dade/Monroe, Inc.:

I am the President/CEO of the Children’s Services Council of Broward County, as well as the Second Vice Chair of the Early Learning Coalition of Broward County (ELC). I am happy to serve as a reference for LSRCF Attorneys, PLLC and its attorneys, and recommend them in their application to become board counsel to your organization.

I worked with Bob de la Fuente and his firm extensively in 2015, when Mr. de la Fuente served as procurement counsel for the ELC, and I served as chair of the procurement committee. We were faced with a challenging and contentious process in selecting providers for: (i) child care resource & referral and family education cell center administration services; and (ii) eligibility determination, enrollment and slot utilization management program services. Mr. de la Fuente and his partners capably guided us, providing effective counsel to our board and administration. He and his firm have demonstrated skill and sensitivity to the particulars of representing a not-for-profit organization.

Please feel free to contact me with any questions you may have.

Sincerely,

Cindy Arenberg Seltzer, M.P.A., J.D.
President/CEO
May 2, 2017

Early Learning Coalition of Miami-Dade/Monroe, Inc.
c/o LSRCF Attorneys, PLLC
1111 Brickell Avenue
Suite 2200
Miami, FL 33131

Re: Reference letter for LSRCF Attorneys, PLLC (“LSRCF”)

To the Early Learning Coalition of Miami-Dade/Monroe, Inc.: I am the Village Manager of the Village of Palmetto Bay. Dexter Lehtinen, as Village Attorney, along with his law firm have provided exemplary legal services to the Village since 2014. I recommend them for the position of board counsel to the Early Learning Coalition of Miami-Dade/Monroe.

Dexter and the lawyers at his firm have provided sound counsel to our staff, board and commission in all areas of municipal work. Serving as board counsel, and providing counsel regarding procurement, administrative law, litigation, land use, zoning and procedural matters, LSRCF has been an asset to the Village and I recommend them to you without reservation.

Sincerely,

Ed Silva
Village Manager
May 2, 2017

Early Learning Coalition of Miami-Dade/Monroe, Inc
c/o LSRCF Attorneys, PLLC
1111 Brickell Avenue
Suite 2200
Miami, FL 33131

RE: Reference Letter for LSRCF Attorneys, PLLC

To the Early Learning Coalition of Miami-Dade/Monroe, Inc:

The Village of Wellington is a municipality in Western Palm Beach County. Claudio Riedi, Dexter Lehtinen and Bob de la Fuente of Lehtinen, Schultz, Riedi, Catalano de la Fuente, PLLC in Miami have been special litigation counsel to the Village of Wellington and have advised this community capably and reliably for many years.

First as Director of Community Services and now as Manager of Wellington, I have had the opportunity to work with several of the Firm’s attorneys. Our relationship began in 2002. The firm’s attorneys have capably handled complex litigation matters, as well as attending and advising the Council and specialty in numerous public meetings. They are familiar with governmental and administrative regulatory matters and most importantly, they are able to effectively coordinate and interact with the Village’s elected officials and staff. They have expertise in land use and municipal litigation and in administrative and regulatory matters. They have conducted legal research and have always been available and approachable as trusted legal counsel to the Council and Staff.

We are very pleased with our working relationship with the firm and recommend them without reservation. Please feel free to contact me with any question you may have.

Sincerely,

Paul Schofield, AICP; ICMA/CM
Village Manager
May 1, 2017

Early Learning Coalition of Miami-Dade/Monroe, Inc.
c/o LSRCF Attorneys, PLLC
1111 Brickell Avenue
Suite 2200
Miami, FL 33131

Re: Reference letter for LSRCF Attorneys, PLLC

To the Early Learning Coalition of Miami-Dade/Monroe, Inc.:
The Miami Rescue Mission has served the homeless and the needy of South Florida since 1922. We are a current client of LSRCF Attorneys, PLLC, and I highly recommend the firm to you.

As President of the Miami Rescue Mission, I had the opportunity to work with Bob de la Fuente and John Catalano, two of the partners of LSRCF Attorneys, PLLC, when they were partners at Tew Cardenas LLP. Over many years, they resolved real estate, litigation, and municipal-related issues for the Miami Rescue Mission, demonstrating expertise in dealing with not-for-profit organizations, working with our board of directors, resolving governmental and administrative matters, and other legal issues as they arose.

Over the years they have become more than just our attorneys, they are partners in our vision that No One is Homeless.

Thank you for your time. Please feel free to contact me with any questions you may have.

Sincerely,

[Signature]
Rev. Ronald Brummitt, President
Miami Rescue Mission | Broward Outreach Centers
May 1, 2017

The Early Learning Coalition of Miami-Dade/Monroe, Inc.  
2555 Ponce de Leon Blvd.  
Suite 500  
Coral Gables, Fl. 33134  

Re: Letter of Recommendation for Bob de la Fuente, Esq. and Lehtinen Schulz Riedl Catalano de la Fuente, PLLC  

To the Early Learning Coalition of Miami-Dade/Monroe, Inc.:

From 2011-2013, while I was the Regional Director of the Southern District for the Department of Children & Families, I was a board member of the Early Learning Coalition of Miami-Dade/Monroe, Inc. I left the board when I became Interim Secretary for the Department of Children & families, a position I filled until I became Chief Assistant and Chief of Staff for State Attorney Katherine Fernandez Rundle.

As a Board Member for the ELC, I was a client of Mr. de la Fuente and his prior law firm, Tew Cardenas. I had the opportunity to work with Mr. de la Fuente when he served as Board Counsel at several board meetings that I attended. Mr. de la Fuente was always prepared and professional, and he demonstrated experience, expertise and knowledge in all legal matters relevant to the ELC. He served as an effective attorney for me and for the Board, and I recommend both Mr. de la Fuente and his Firm to provide legal services to the ELC.

Sincerely,

Esther Jacobo
May 3, 2017

The Early Learning Coalition of Miami-Dade/Monroe, Inc.
2555 Ponce de Leon Blvd.
Suite 500
Coral Gables, FL 33134

Re: Letter of Recommendation for Bob de la Fuente, Esq. and LSRCF Law, PLLC

To the Early Learning Coalition of Miami-Dade/Monroe, Inc:
I am the General Manager of Big Bus Miami. As a multi-city operator of hop-on/hop-off tours, we operate throughout Miami-Dade County and its various municipalities. Accordingly, we regularly encounter regulatory issues, requiring legal representation. Bob de la Fuente and his law partners have provided valuable legal counsel to us since 2014. The Firm capably represents us in procurement, regulatory and litigation matters, and has been effective with County and municipal staff and elected officials. I recommend them for the position of board counsel for your organization without reservation. Please feel free to contact me with any questions you may have.

Sincerely,

Anat Kremen
General Manager
T: +1 800 336 8233 x302
C: +1 954 829 8294
This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

**Certificate of Liability Insurance**

**Certificate Date:** 06/03/20

**Producer:** Gables Insurance Agency Corp

**Producer Address:** 2875 NE 191ST STREET, SUITE 702B, AVENTURA, FL 33180

**Producer Contact:**

- Name: Anaely Hoadley
- Phone: (305) 446-4305
- Fax: (305) 982-8294
- Email: info@gablesinsurance.com

**Insured:** Lehtinen Schultz, PLLC f/k/a LSRCF Law, PLLC

**Insured Address:** 1111 Brickell Ave. Suite 2200, Miami, FL 33131

**Insurers:**

- Travelers
- Travelers

**Certificate Number:** I-660-1E633964

**Certificate Expiration Date:** 1/29/2021

**Certificate Effective Date:** 1/29/2020

**Type of Insurance:** General Liability

**Policy Number:** I-660-1E633964

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<thead>
<tr>
<th>Date</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EACH OCCURRENCE</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td>
<td>$100,000</td>
</tr>
<tr>
<td>PERSONAL &amp; ADV INJURY</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>GENERAL AGGREGATE</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>PRODUCTS - COMPO/OP AGG</td>
<td>$2,000,000</td>
</tr>
</tbody>
</table>

**Description of Operations / Locations / Vehicles:**

Certificate holder is named as Additional Insured. No modification or change in insurance shall be effective without a 15 day advance written notice to certificate holder.

**Authorized Representative:**

Early Learning Coalition

of Miami-Dade/Monroe, Inc.

2555 Ponce de Leon Blvd

Suite 210

Coral Gables, FL 33134

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EXHIBIT 5  
RFQ # ELCMDM2020-01  
Legal Services

NON-COLLUSIVE AFFIDAVIT

STATE OF Florida  
COUNTY OF Miami-Dade  

Domingo (Bob) de la Fuente, being first duly sworn deposes and says that:

1) He/she is the (Owner, Partner, Officer, Representative or Agent) of the Proposer that has submitted the attached Proposal;

2) He/she is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

Such Proposal is genuine and is not a collusive or sham Proposal;

Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly with any other Proposer, firm, or person to submit a collusive of sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion or communication, or conference with any Proposer, firm or person to fix the price or prices in the attached Proposal or any other Proposer or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;

The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

By: ______________________

Name: Lehtinen Schultz PLLC, By Domingo (Bob) de la Fuente
Its: Shareholder and Authorized Representative

SWORN TO and subscribed before me this 8th day of October, 2020, by Domingo (Bob) de la Fuente who is personally known to me or who produced his/her as identification.

Notary Public - State of Florida  
My commission expires Dec 1, 2023

Printed type of stamp
EXHIBIT 8
RFQ # ELCMDM2020-01
Legal Services

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted by Domingo (Bob) de la Fuente for Lehtinen Schultz PLLC, whose business address is and (if applicable) its Federal Employer Identification Number (FEIN) is 1200 Brickell Ave. Ste. 507, Miami; 46-4499366 (If the entity has no FEIN, the Social Security Number of the individual signing this sworn statement:________________________)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(a), Florida Statutes, means a violation of any state and federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or Contract for goods and services to be provided to any public entity or any agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentation.

3. I understanding the “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of recording relating to charges brought by indictment or information after July 1, 1989, as result of jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   a. A predecessor or successor of a person convicted of a public entity crime; or

   b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” included those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not
fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a “person as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or the United States with the legal power to enter into a binding Contract and which bids or applies to bid on Contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement, (Please indicate which statement applies)

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. And (Please indicate which additional statement applies).

____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged and convicted of a public entity crime subsequent to July 1, 1989.

____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OR THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.
Domingo (Bob) de la Fuente, Jr.

Name and Title of Authorized Representative

Signature

STATE OF Florida
COUNTY OF Miami-Dade

SWORN TO and subscribed before me this 8th day of October, 2020, by Domingo (Bob) de la Fuente who is personally known to me or who produced his/her as identification.

[Notary Public - State of Florida]
My Comm. Expires Dec 1, 2023

Printed type of stamp

My commission expires: Dec. 1, 2023
Electronic Articles of Organization
For
Florida Limited Liability Company

Article I
The name of the Limited Liability Company is:
LSRCF LAW, PLLC

Article II
The street address of the principal office of the Limited Liability Company is:
1111 BRICKELL AVENUE
SUITE 2200
MIAMI, FL. 33131

The mailing address of the Limited Liability Company is:
PO BOX 330489
MIAMI, FL. 33233

Article III
Other provisions, if any:
THE OPERATION OF A LAW FIRM.

Article IV
The name and Florida street address of the registered agent is:
JOHN CATALANO
1111 BRICKELL AVENUE
SUITE 2200
MIAMI, FL. 33131

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.
Registered Agent Signature: JOHN CATALANO
Article V
The name and address of person(s) authorized to manage LLC:

Title: MGR
JOHN CATALANO
1111 BRICKELL AVENUE, SUITE 2200
MIAMI, FL. 33131

Article VI
The effective date for this Limited Liability Company shall be:

01/13/2014

Signature of member or an authorized representative

Electronic Signature: JOHN CATALANO

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.
COVER LETTER

TO: Registration Section
Division of Corporations

SUBJECT: Lehtinen Schultz PLLC
Name of Limited Liability Company

The enclosed Articles of Amendment and fee(s) are submitted for filing.

Please return all correspondence concerning this matter to the following:

Claudio Riedi
Name of Person

Lehtinen Schultz PLLC
Firm/Company

1111 Brickell Avenue, Suite 2200
Address

Miami, Florida 33131
City/State and Zip Code

cried@lsrce.com
E-mail address (to be used for future annual report notification)

For further information concerning this matter, please call:

Claudio Riedi
Name of Person

305-760-8544
Area Code  Daytime Telephone Number

Enclosed is a check for the following amount:

☑ $25.00 Filing Fee  ☑ $30.00 Filing Fee & Certificate of Status
☐ $55.00 Filing Fee & Certified Copy
(additional copy is enclosed)
☐ $60.00 Filing Fee, Certificate of Status & Certified Copy
(additional copy is enclosed)

MAILING ADDRESS:
Registration Section
Division of Corporations
P.O. Box 6327
Tallahassee, FL 32314

STREET/COURIER ADDRESS:
Registration Section
Division of Corporations
Clifton Building
2661 Executive Center Circle
Tallahassee, FL 32301
ARTICLES OF AMENDMENT
TO
ARTICLES OF ORGANIZATION
OF LSRCF LAW, PLLC
(a Florida Professional Limited Liability Company)

The Articles of Organization for this Limited Liability Company were filed on January 15, 2014, and assigned Florida document number L14000007858.

This amendment is submitted to amend the following:

1. The Name of the Company as of the date of amendment shall be:

   Lehtinen Schultz PLLC

2. The Principal Office Address remains:

   1111 Brickell Avenue
   Suite 2200
   Miami, FL 33131

3. The Name of the new Registered Agent is:

   Claudio Riedi, Esq.

4. The Registered Agent Office Address is:

   1111 Brickell Avenue
   Suite 2200
   Miami, FL 33131

I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relative to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent as provided for in Chapter 605, F.S. Or, if this document is being filed to merely reflect a change in the registered office address. I hereby confirm that the limited liability company has been notified in writing of this change.

Signature of new registered agent, Claudio Riedi, Esq.
5. **Remove**: Authorized Member: John Catalano, P.A.
   1111 Brickell Avenue
   Suite 2200
   Miami, Fl. 33131

6. Effective date: Date of Filing

Dated: July 25, 2017

Claudio Riedi, PA
Authorized Member

By and through Claudio Riedi
State of Florida
Department of State

I certify from the records of this office that LEHTINEN SCHULTZ PLLC is a limited liability company organized under the laws of the State of Florida, filed on January 15, 2014, effective January 13, 2014.

The document number of this limited liability company is L14000007858.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on January 27, 2020, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Fifth day of October, 2020

Secretary of State

Tracking Number: 2865609930CU
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication