



Public Legal Notice

ADVERTISEMENT

NOTICE OF INTENT TO AWARD

REQUEST FOR PROPOSAL # ELCMDM2021-04

External Auditing Services

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for **External Auditing Services** to the following proposer:

- Verdeja, De Armas & Trujillo, LLP

Negotiation and execution of the subject contract was approved by the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc. ("Coalition"), which requires ratification by the Board of Directors of the Coalition ("Board"). If the Board does not ratify the Executive Committee's action, the Executive Committee's approval shall be deemed void. Accordingly, by proceeding with execution of the contract and performing services pursuant thereto prior to Board ratification, vendor proceeds at its own risk and understands and agrees that the contract and all of the Coalition's obligations thereunder may be deemed void.

Protests and Disputes

Any person who is adversely affected by the Coalition's decision concerning a procurement solicitation or contract award and who wants to protest such decision shall file a protest in compliance with Section 120.53(3), FS. Failure to file a protest within the time prescribed in Section 120.57(3), FS, 72 hours, shall constitute a waiver of proceedings under Chapter 120, FS.

Any proposer, who desires to file a formal protest to this RFP, must accompany that protest with a bond payable to the Coalition in an amount of \$5,000. Bond shall be conditioned upon the payments of all costs which may be adjusted against the proposer in the administrative hearing in which the action is brought and in any subsequent appellate court proceedings. In lieu of a bond, the Coalition may accept a cashier's check or a money order in the amount of the bond. Failure to file the proper bond at the time of filing the formal protest will result in a denial of the protest.

A protest must be submitted to the President/CEO in writing within 72 hours of the Notification of Intent to Award. The protest must fully identify facts resulting in the contested issues. The protest will be responded to within five (5) business days. A protester whose complaint was denied by the President/CEO has the right to appeal that decision within five (5) business days to a certified hearing officer appointed by the Florida Conflict Resolution Consortium. An appointed hearing officer's decision may be appealed to the Board within five (5) calendar days of the mediator's determination. The Board will either, review and render its final decision within ten (10) business days after the postmarked date of the protester's appeal to the Board, or the Board will grant its chairperson authority to appoint an ad hoc committee comprised of three voting members to review and render a final decision on behalf of the full Board.



Please direct all inquiries to:

Lisney Badillo
Director of Contracts and Procurement
Early Learning Coalition of Miami-Dade/Monroe
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Early Learning Coalition Executive Committee Meeting

May 3, 2021

Resolution: 05032021-08

Action Requested: Approval of the Evaluation Committee’s recommendation to award a contract for RFP#ELCMDM2021-04 (External Auditing Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: The contract is for an approximate amount of \$75,000.00 for fiscal year 2021-2022, which is subject to the availability of funding.

Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families, Florida Department of Education Office of Early Learning, The Children’s Trust.

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 05032021-08

APPROVAL OF THE EVALUATION COMMITTEE’S RECOMMENDATION TO AWARD A CONTRACT FOR RFP#ELCMDM2021-04 (EXTERNAL AUDITING SERVICES), AND AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.

WHEREAS, the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc. has been apprised of the program goals through the attached narrative, hereby incorporated by reference and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action and has presented said action to the Executive Committee for adoption and approval;

WHEREAS, the Executive Committee approves the adoption of this action;

NOW, THEREFORE, be it resolved that the Executive Committee shall approve the Evaluation Committee’s recommendation to award a contract for RFP#ELCMDM2021-04 (External Auditing Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

The foregoing resolution and attachment was offered by _____, who moved its approval. The motion was seconded by _____, and upon being put to a vote, the vote was as follows: _____.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 3rd day of May, 2021.

EARLY LEARNING COALITION
OF MIAMI-DADE/MONROE, INC,

By: *Aris Strachan*
Executive Committee Secretary

Background:

Resolution #04052021-03 authorized the President and CEO to release a Request for Proposal (RFP) for **External Auditing Services**. On April 6, 2021, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the Coalition) released **RFP#ELCMDM2021-04** for **External Auditing Services**. On or before April 16, 2021, the Coalition received one (1) proposal from the following vendor:

- **Verdeja, De Armas & Trujillo, LLP**

Legal Counsel reviewed the proposal on April 19, 2021, the proposal was deemed responsive.

On April 21, 2021, the proposal was reviewed by the following four (4) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Angel Carro , Chief Operating Officer – Early Learning Coalition of Duval
2. Aileen Martinez , Director of Grants/Budgets – Early Learning Coalition of Palm Beach County, Inc.
3. Yvette Zaragoza , Controller - United Way of Miami-Dade
4. Christine Klima , Chief Administrative Officer – Early Learning Coalition of Broward County (Alternate)

On April 27, 2021, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Coalition negotiate and execute a contract with Verdeja, De Armas & Trujillo, LLP.

Proposer’s Name	Final Rating (Max 300)
1. Verdeja, De Armas & Trujillo, LLP	294

RFP # ELCMDM2021-04 External Auditing Services		Max. Score	Verdeja, De Armas & Trujillo, LLP		
			#1	#2	#3
Organizational Background, Qualifications and Capabilities		35			
1	Seasoned firm with knowledge in programmatic monitoring for Federal and State funded programs.	35	35	35	35
Specifications		30			
1	At least 5 years of relevant experience.	15	15	15	15
2	Licensed CPA and local presence.	15	15	15	15
Documentation		20			
1	Report format.	20	20	19	20
Pricing		15			
1	Cost for services are within the range of \$60k - \$75k.	15	10	15	15
TOTAL		100	95	99	100
TOTAL SUM		300	294		
AVERAGE		100	98		