



Public Legal Notice

ADVERTISEMENT

NOTICE OF INTENT TO AWARD

Letter of Interest for Fiduciary Services

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

- HrbRetirement

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
2555 Ponce de Leon Blvd., Suite 210
Coral Gables, FL 33134
Phone: (305) 646-7220
E-mail: lbadillo@elcmdm.org



Early Learning Coalition Executive Committee Meeting

May 3, 2021

Resolution: 05032021-07

Action Requested: Approval of the Evaluation Committee's recommendation to award a contract for 3(38) Fiduciary Services for the ELC employee 401k Retirement Plan, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: None.

Funding Source: ELC employee 401k Retirement Plan.

Strategic Goal:

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input type="checkbox"/> Funding

RESOLUTION: 05032021-07

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD A CONTRACT FOR 3(38) FIDUCIARY SERVICES FOR THE ELC EMPLOYEE 401K RETIREMENT PLAN, 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 3(38) Fiduciary Services for the ELC employee 401k Retirement Plan, 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: *Iris Strachan*
Executive Committee Secretary

Background:

On March 16, 2021, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the Coalition) released a **Letter of Interest for 3(38) Fiduciary Services**. On or before March 30, 2021, the Coalition received two (2) proposals from the following vendors:

- **HrbRetirement**
- **Bank of America**

Legal Counsel reviewed the proposals on April 12, 2021, the proposals were deemed responsive.

On April 12, 2021, the proposals were reviewed by the following three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Jackye Russell - Senior Vice President, Administration - Early Learning Coalition of Miami-Dade/Monroe
2. Alexander Sanchez - Controller - Early Learning Coalition of Miami-Dade/Monroe
3. Sandra P. Gonzalez - Senior Vice President of School Readiness and VPK - Early Learning Coalition of Miami-Dade/Monroe

On April 20, 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 HrbRetirement.

Proposer's Name	Final Rating (Max 300)
1. HrbRetirement	278
2. Bank of America	221

Fiduciary Services		Max. Score	HrbRetirement			Bank of America		
			#1	#2	#3	#1	#2	#3
Background of Company		80						
1	Years of Experience.	10	6	10	10	10	10	10
2	List of credentials.	10	10	10	10	10	10	10
3	Authorization to work with John Hancock/years of experience working with John Hancock.	30	30	29	30	15	28	15
4	Description of work with John Hancock.	30	30	24	25	15	20	15
Services		20						
1	Description of the types of services your firm provides.	10	10	8	9	10	9	10
2	Firm's compensation model.	5	5	4	5	5	3	5
3	Example of a quarterly report as well as the expected frequency of communication with the Early Learning Coalition.	5	5	3	5	3	3	5
TOTAL		100	96	88	94	68	83	70
TOTAL SUM		300	278			221		
AVERAGE		100	93			74		