



Public Legal Notice

ADVERTISEMENT

NOTICE OF INTENT TO AWARD

RFP #ELCMDM2021-01

Human Resource Service Management System and Payroll Services

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for **Human Resource Service Management System and Payroll Services** to the following proposer:

- Ultimate Kronos Group

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: 05032021-03

Action Requested: Approval of the Evaluation Committee’s recommendation to award a contract for RFP#ELCMDM2021-01 (Human Resource Service Management System and Payroll Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: An approximate amount not to exceed \$125,000.00 per fiscal year 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:

<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: 05032021-03

APPROVAL OF THE EVALUATION COMMITTEE’S RECOMMENDATION TO AWARD A CONTRACT FOR RFP#ELCMDM2021-01 (HUMAN RESOURCE SERVICE MANAGEMENT SYSTEM AND PAYROLL 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#ELCMDM2021-01 (Human Resource Service Management System and Payroll 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 #02012021-05 authorized the President and CEO to release a Request for Proposal (RFP) for **Human Resource Service Management System and Payroll Services**. On February 22, 2021, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the Coalition) released **RFP#ELCMDM2021-01** for **Human Resource Service Management System and Payroll Services**. On or before March 22, 2021, the Coalition received one (1) proposal from the following vendor:

- **Ultimate Kronos Group**

Legal Counsel reviewed the proposal on March 23, 2021, the proposal was deemed responsive.

On March 29, 2021, the proposal was reviewed by the following four (4) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Joanna Revelo - HR Manager - The Children’s Trust
2. Marah Sanchez - HR, Office & Technology Manager – Early Learning Coalition of Orange County
3. Beverly Hung - HR Manager - Early Learning Coalition of Broward County
4. Angela Saldala - Payroll Specialist – Early Learning Coalition of Miami-Dade/Monroe, Inc. (Alternate)

On April 15, 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 Ultimate Kronos Group.

Proposer’s Name	Final Rating (Max 300)
1. Ultimate Kronos Group	281

RFP # ELCMDM2021-01 Payroll and Human Resources		Max. Score	UKG		
			#1	#2	#3
Organizational Capacity		70			
1	Most closely meets the requested needs of the agency as listed within the scope.	70	70	65	65
Program Management		25			
1	Implementation and transfer of existing Employee & Payroll data.	15	15	14	15
2	Customer Service Availability.	5	5	5	3
3	Presentation.	5	4	4	5
Staffing		5			
1	1. Cost for services are within the range of \$300.00 - \$340.00 max per person annually. 2. Current number of employees is 329.	5	2	4	5
TOTAL		100	96	92	93
TOTAL SUM		300	281		
AVERAGE		100	94		