



Public Legal Notice

ADVERTISEMENT

**NOTICE OF INTENT TO AWARD
REQUEST FOR PROPOSAL # ELCMDM2019-05
Developmental Services**

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for providing Developmental Services to **Citrus Health Network, Inc.**

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 500
Coral Gables, FL 33134
Phone: (305) 646-7220
E-mail: lbadillo@elcmdm.org



Early Learning Coalition Board of Directors Meeting

December 2, 2019

Resolution: 12022019-01

Action Requested: Approve the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2019-05 (Developmental Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: An approximate amount of \$385,000.00 prorated for fiscal year 2019-2020, which is subject to the availability of funding.

Funding Source: Florida Office of Early Learning

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

RESOLUTION: 12022019-01

APPROVE THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD A CONTRACT FOR RFP#ELCMDM2019-05 (DEVELOPMENTAL SERVICES), AND AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.

WHEREAS, the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board") 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 Board for adoption and approval;

WHEREAS, the Board approves the adoption of this action;

NOW, THEREFORE, be it resolved that the Board shall authorize the approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2019-05 (Developmental 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 2nd day of December, 2019.

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

Digitally signed by Maurice Kemp
DN: cn=Maurice Kemp, o, ou,

By: email=mkemp@miamidade.gov, c=US
Board Secretary

Background:

Resolution #06032019-01 authorized the President and CEO to release a Request for Proposal (RFP) for **Developmental Screenings and Individualized Follow-up**. On September 16, 2019, the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the Coalition) released **RFP#ELCMDM2019-05** for **Developmental Services**. On or before October 18, 2019, the Coalition received one (1) proposal from the following vendor:

- Citrus Health Network, Inc.

Legal Counsel reviewed the proposal on October 18, 2019; the proposal was deemed responsive.

On October 25, 2019, the proposal was reviewed by the following four (4) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Jennifer Mirabal, Ph.D., Instructor - Florida International University
2. Andrea Adelman, Ph.D., Program Director and Instructor- Florida International University
3. Maria Schrack, Inclusion Manager - Early Learning Coalition of Miami-Dade/Monroe, Inc.
4. Michelle Toral, Head Start Section Manager - Miami-Dade County Community Action and Human Services Department

On November 12, 2019, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Coalition award a contract to **Citrus Health Network, Inc.** Awarding the contract to the sole proposer is in the Coalition’s best interest because there cannot be a gap in services as these services must be ongoing. Additionally, the proposer received a high rating from the evaluators, and the proposer’s performance in prior years has been satisfactory.

Proposer’s Name	Final Rating (Max 400)
Citrus Health Network, Inc.	390

Evaluation Scorecard:

RFP # ELCMDM2019-05 Developmental Services		Max. Score	Citrus Health Network, Inc.			
			#1	#2	#3	#4
Organizational Capacity		7				
1	The organizational history and background of successful implementation of prior comprehensive projects provides specific indications for success of this program.	7	6	5	7	7
Program Management		45				
1	Proposal describes in detail program management scheme including an organizational and program flow chart of program's management.	5	5	5	5	5
2	Narrative clearly describes the parent notification and continued parent engagement protocols for children who are eligible for all types of individualized supports.	15	15	15	15	15
3	Narrative clearly describes the continuum of individualized supports for children whose developmental screening results indicate concern, including but not limited to ; Analysis of Concern, Child Plans, Environmental Support Plans, referrals and extended services.	15	15	15	15	13
4	Narrative details a plan that promotes the importance of developmental screening geared towards parents/guardians and providers.	3	2	2	3	3
5	Provide a plan for project management tracking.	2	2	2	2	2
6	Sample reports.	2	2	2	2	2
7	Narrative provides examples of related-agencies and the ability to collaborate with community agencies.	3	3	3	3	3
Staffing		15				
1	Staffing narratives provides clear descriptions of each position to be used to implement the work plan.	10	10	10	10	10
2	Staffing plans indicate exemplary levels of education of identified staff as needed and identified by job responsibilities.	5	5	5	5	5
Work Plan		23				
1	Work plan clearly delineates screening follow-up process for all children whose developmental screening results indicate a concern or fall within the monitor range.	10	10	10	10	8
2	Work plan describes organizational understanding of evidence informed and evidence guided practices that support early childhood development and inclusion.	10	10	10	10	10
3	Work plan clearly indicates staff utilization.	3	3	3	3	2
Budget		10				
1	Budget reflects staffing requirements.	4	4	4	4	4
2	Budget and narrative shows calculations of non-personnel programmatic costs.	3	3	3	3	3
3	Budget is reflective of limitations of indirect allocations	3	3	3	3	3
TOTAL		100	98	97	100	95
TOTAL SUM		400	390			
AVERAGE		100	98			