



PUBLIC LEGAL NOTICE

ADVERTISEMENT

NOTICE OF INTENT TO AWARD

**INVITATION TO NEGOTIATE No. ELCMDM2017-06
FOOD CATERING SERVICES FOR MIAMI-DADE AND MONROE COUNTIES**

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for Food Catering Services for Miami-Dade and Monroe Counties to **Simply Fabielous Catering, LLC.**

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 120.57(3), FS. Failure to file a notice of protest within 72 hours after the posting of the notice of the decision and a formal written protest within 10 days after the date of the notice of protest, as required by Florida Statutes Section 120.57(3), shall constitute a waiver of proceedings under Chapter 120, FS.

Any proposer who desires to file a formal written protest to this ITN, must accompany that protest with a bond payable to the Coalition in an amount of Five Thousand Dollars (\$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 written protest will result in a denial of the protest.

A notice of protest must be submitted to the President/CEO at 2555 Ponce de Leon Blvd., 5th Floor, Coral Gables, FL 33134 in writing within 72 hours of the Notification of Intent to Award. A formal written protest must be submitted within ten (10) days after the date the notice of protest is filed. The formal written protest must fully identify facts resulting in the contested issues. The protest procedure shall be governed by Florida Statutes Section 120.57(3) (2015).

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, Ext. 2264
E-mail: LBadillo@elcmdm.org



Early Learning Coalition Board of Directors Meeting

June 5, 2017

Resolution: 06052017-04

Action Requested: Approval of the Evaluation Committee's recommendation of the selected vendor for ITN #ELCMDM2017-06 (Food Catering Services). Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: An approximate amount of \$50,104.00 for fiscal year 2017-2018, which is subject to the availability of funding.

Funding Source: The U.S Department of Health and Human Services, Administration for Children and Families, The Nemours Foundation, The Children's Trust and the Health Foundation.

Strategic Goal:

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

Resolution: 06052017-04

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION OF THE SELECTED VENDOR FOR ITN #ELCMDM2017-06 (FOOD CATERING SERVICES). ALSO, 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 by the Board that the President and CEO shall authorize the approval of the Evaluation Committee's recommendation of the selected vendor for ITN #ELCMDM2017-06 (Food Catering Services). Also, the President and CEO is authorized 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 5th day of June, 2017.

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

By: _____
Board Secretary



Background:

On March 10, 2017, the Early Learning Coalition released an Invitation to Negotiate (ITN) for Food Catering Services (ELCMDM2017-06). On or before March 28, 2017, the Early Learning Coalition received one (1) proposal from:

- Simply Fabelous Catering, LLC

On March 31, 2017, the proposals were reviewed by three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

#1 Chemika Burkhalter , Director of Community and Family Wellness, Early Learning Coalition of Miami-Dade and Monroe.
#2 Wilfredo Ayala , Director of Community Health and Wellness Programs and Public Policy, Early Learning Coalition of Miami-Dade and Monroe.
#3 Olabisi Baruwa-Castro , Director of Family and Community Support Services, Early Learning Coalition of Miami- Dade and Monroe

On March 31, 2017, at the 1st Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition invite Simply Fabelous Catering, LLC to negotiate and a execute contract.

Evaluation Scorecards:

ITN# ELCMDM2017-06 Food Catering Services		Max. Score	Simply Fabelous Catering, LLC		
			#1	#2	#3
Organizational Background		30			
1	Most Strictly meets the requested needs of the agency as listed within the scope.	10	5	5	10
2	Proposal includes summary of the proposer's overall organization.	10	7	5	10
3	Background of the firm, including areas of practice, stability, and internal quality control program.	5	2	2	5
4	Proposal clearly states the structure of the corporation, availability of corporation support, and financial viability of the firm.	5	2	2	5
Qualifications and Capabilities		30			
1	Proposal clearly demonstrate portfolio of previous events.	15	10	10	15
2	Proposal includes copies of inspection reports form the Florida Department of Health for the past two years.	15	10	9	15
Price		40			
1	Proposer submits an assorted menu with detailed information on meal options and a pricelist.	40	20	25	40
TOTAL		100	56	58	100
TOTAL SUM		300	214		