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**NOTICE OF INTENT TO AWARD**

**REQUEST FOR PROPOSAL No. ELCMDM2017-05  
PROVIDER PORTAL HOSTING AND DASHBOARD SERVICES**

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for Provider Portal Hosting and Dashboard Services to **Bluejean Software, 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 120.57(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 RFP, 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., 5<sup>th</sup> 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@elcndm.org](mailto:LBadillo@elcndm.org)



**Early Learning Coalition Board of Directors Meeting**

**April 3, 2017**

**Resolution: 04032017-04**

**Action Requested:** Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2017-05 (Provider Portal Hosting and Dashboard Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

**Fiscal Impact:** A total not to exceed \$200,000.00 for fiscal year 2017-2018, which is subject to availability of funding.

**Funding Source:** All Funding Sources

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**Resolution: 04032017-04**

**APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2017-05 (PROVIDER PORTAL HOSTING AND DASHBOARD SERVICES) TO THE SELECTED VENDOR. 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 is authorized to execute the actions approved through this resolution.

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 3<sup>rd</sup> day of April, 2017.

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

By: \_\_\_\_\_  
Board Secretary



**Background:**

Resolution #12052016-05 authorized the President and CEO to release a Request for Proposal (RFP) for Provider Portal Hosting and Dashboard Services for Miami-Dade and Monroe Counties on December 5, 2016. On January 6, 2017, the Early Learning Coalition released RFP#ELCMDM2017-05 for Provider Portal Hosting and Dashboard Services for Miami-Dade and Monroe Counties. On or before February 7, 2017, the Early Learning Coalition received three (3) proposals from the following:

- Bluejean Software, Inc.
- SGS Technologie, LLC
- BNL Consulting, LLC

On February 14, 2017, all proposers presented to the Evaluation Committee. The proposals were reviewed and rated by three (3) evaluators who made up the Evaluation Committee.

**Evaluation Committee Members:**

#1 Merline Leonce, Director of IT, United Way of Miami-Dade

#2 Luis Mena, Director of IT, Early Learning Coalition of Palm Beach County

#3 Jason Johnson, Network Administrator, Early Learning Coalition of Miami-Dade and Monroe

On March 8, 2017, at the second RFP Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with Bluejean Software, Inc. based on the highest evaluation score.

<b>Proposer's Name</b>	<b>Final Rating (Max of 300)</b>
Bluejean Software, Inc.	290
SGS Technologie, LLC	276
BNL Consulting, LLC	239

## Evaluation Criteria Scorecard

RFP # ELCMDM2017-05 Provider Portal Hosting and Dashboard Services		Max. Score	Bluejean Software, Inc.			BNL Consulting, Inc.			SGS Technologie, LLC		
			#1	#2	#4	#1	#2	#4	#1	#2	#4
<b>Program Management</b>		<b>35</b>									
1	The plan describes in detail program management scheme including an organizational and program flow chart of program's management.	5	5	5	5	5	2	2	5	4	5
2	The plan explains the hosting services for the Early Learning Coalition's Provider Portal.	5	5	4	5	3	3	4	5	4	5
3	The plan clearly identifies update/upload new data to the current Early Learning Coalition's Provider Portal.	10	10	10	10	10	5	9	10	7	10
4	The plan clearly describes 24/7 access to the Early Learning Coalition's Provider Portal.	10	10	10	10	10	10	10	10	10	10
5	Provide Sample reports.	5	4	5	5	3	4	5	5	4	5
<b>Organizational Capacity</b>		<b>10</b>									
1	The organization meets the minimum requirements as indicated in the proposal.	5	5	5	5	5	5	5	5	5	5
2	The organizational history and background of successful implementation of provider portal, document repository, electronic signing via secure login.	5	5	5	3	5	4	5	5	5	5
<b>Staffing</b>		<b>15</b>									
1	Staffing narrative provides clear descriptions of each position to be used to implement the work plan.	10	9	10	10	10	5	10	10	8	9
2	Staffing plans indicate exemplary levels of education or certifications of identified staff as needed and identified by job responsibilities.	5	5	5	5	5	2	5	5	3	5
<b>Work Plan</b>		<b>25</b>									
1	Work plan describes organizational clarity of hosting enterprise networks in a private secure bunker and providing enterprise network administration and provides clear implementation/transition plans.	15	15	12	15	13	8	10	15	10	14
2	Work plan clearly indicates staff utilization.	5	5	5	5	5	1	4	5	2	4
	Work plan provides a process for ensuring 24/7 access to the Early Learning Coalition Provider Portal, <a href="https://providers.elcmdm.org">https://providers.elcmdm.org</a> .	5	4	5	5	5	5	5	5	5	5
<b>Budget</b>		<b>15</b>									
1	Budget reflects staffing requirements.	10	9	10	10	10	8	5	10	10	9
2	Budget and narrative shows calculations of hosting costs vs. personnel maintenance costs.	5	5	5	5	5	2	2	4	4	5
		<b>100</b>									
<b>TOTAL</b>		<b>100</b>	<b>96</b>	<b>96</b>	<b>98</b>	<b>94</b>	<b>64</b>	<b>81</b>	<b>99</b>	<b>81</b>	<b>96</b>
<b>TOTAL SUM</b>		<b>300</b>	<b>290</b>			<b>239</b>			<b>276</b>		
<b>AVERAGE</b>		<b>100</b>	<b>97</b>			<b>80</b>			<b>92</b>		