



PUBLIC LEGAL NOTICE

ADVERTISEMENT

April 2, 2018

NOTICE OF INTENT TO AWARD

**REQUEST FOR PROPOSAL #ELCMDM2018-03
COACHING SERVICES**

Early Learning Coalition of Miami-Dade/Monroe, Inc. hereby announces its decision to award the contract for Coaching Services to **Quality Consulting and Research Group**.

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., 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
E-mail: LBadillo@elcmdm.org



Early Learning Coalition Board of Directors Meeting
April 2, 2018
Resolution: 04022018-03

Action Requested: Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: The contract is for an approximate amount of \$66,000.00 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

Strategic Goal:

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

RESOLUTION: 04022018-03

APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-03 (COACHING 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 the authorization and approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, 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 April, 2018.

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

By: _____
Board Secretary

Background:

Resolution #10022017-01 authorized the President and CEO to release a Request for Proposal (RFP) for Coaching Services. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-03 for Coaching Services. On or before February 9, 2018, the Early Learning Coalition received one (1) proposal from the following:

- Quality Consulting & Research Group

Legal Counsel reviewed the proposal on February 12, 2018; the proposal was deemed responsive.

On February 15, 2018, the proposal was reviewed by three (3) evaluators who made up the Evaluation Committee.

Evaluation Committee Members:

1. Debbie Cherubini , Early Childhood Development Consultant - Le Jardin Community Center, Inc.
2. Annie Benedetti , Provider Program Director - Rainbow Intergenerational Learning Centers
3. Jackeline Perdomo , Early Head Start Technical Assistant Specialist - Early Learning Coalition of Miami-Dade/Monroe

On March 8, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Quality Consulting & Research Group**.

Proposer's Name	Final Rating (Max 300)
Quality Consulting & Research Group	265

Evaluation Scorecard:

RFP # ELCMDM2018-03 Coaching Services		Max. Score	Quality Consultant and Research Group		
			#1	#2	#3
Organizational Capacity		30			
1	Description includes previous experience with research-based coaching, including any issues and final resolutions.	5	4	5	5
2	The proposer has at least five (5) years' experience with providing support/coaching in an infant and toddler classroom.	8	8	8	5
3	The proposer has at least ten (10) years' experience coaching in an education setting.	10	10	10	6
4	The proposer has at minimum of a Master's degree in Early Childhood Education or equivalent.	7	7	7	4
Specifications (Coaching Approach)		60			
1	The description contains the philosophy, rationale/theory and basic components for their research-based coaching approach.	8	7	8	7
2	The proposer's response provides introspective approach in helping learners reflect on their practice.	10	10	10	9
3	The proposer's response provides a strength-based approach in the research-based coaching model.	10	10	10	9
4	The proposer describes an effective plan for assessing the level of coaching skills for each coachee.	8	7	8	7
5	The proposer describes an effective plan for establishing goals and objectives.	8	8	8	7
6	The proposer describes effective method for providing support to coachee outside of the coaching cycles.	9	8	8	8
7	The proposer describes a plan for providing monthly progress feedback/reports to the program.	7	7	7	6
Pricing		10			
1	Proposal details ways in which the contractor will provide Early Head Start with in-kind services or materials.	10	10	1	6
TOTAL		100	96	90	79
TOTAL SUM		300	265		
AVERAGE		100	88		