

Financial Services  
Mr. Ron Y. Steiger, Chief Financial Officer

**SUBJECT: AWARD REQUEST FOR PROPOSALS NO. RFP-21-046-  
RU – ESSER FUNDED – PUBLIC RECORDS REQUEST  
SOFTWARE SYSTEM**

**COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS**

**LINK TO STRATEGIC  
PLAN: EFFECTIVE AND SUSTAINABLE OPERATIONAL  
PRACTICES**

Procurement Management Services, at the request of the Office of Communications, released the above-referenced solicitation. The purpose of this Request for Proposals (RFP) is to establish a contract for a software solution to provide a platform that serves as the public records request system to be used by the general public to facilitate records requests to the District. This RFP was advertised on the Procurement Management Services website, as well as DemandStar. The solicitation was shared with the District's Office of Economic Opportunity (OEO) for additional community outreach.

The initial term of the bid shall be for a three (3) year period, commencing upon contract execution, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for two (2) additional one (1) year periods, and if needed, an additional ninety (90) days beyond the expiration of the renewal period.

The Goal Setting Committee recommended that this solicitation be open with a 10-point preference for M-DCPS-certified African American or Non-Minority Women owned firms, and a 5-point preference for African American or Non-Minority Women owned firms certified by other national government entities.

Two (2) vendors responded to this advertised bid. Based on the criteria listed in the solicitation, a Q&A session and the Selection Committee's consensus vote, one (1) vendor is being recommended for award.

M-DCPS OEO staff verified the Small, Micro, Veteran and/or M/WBE certification status of the firm(s).

Fund Source  
ESSER  
OTHER

**E-141**

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida:

1. **AWARD** REQUEST FOR PROPOSALS NO. RFP-21-046-RU – ESSER FUNDED – PUBLIC RECORDS REQUEST SOFTWARE SYSTEM, to establish a contract for a software solution to provide a platform that serves as the public records request system to be used by the general public to facilitate records requests from the District for a period of three (3) years, commencing upon contract execution, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidder, be extended for two (2) additional one (1) year extension periods thereto and if needed, an additional ninety (90) days beyond the expiration of the renewal period, pending contract negotiations, as follows:

JUSTFOIA, INC.  
3717 APALACHEE PARKWAY, SUITE 201  
TALLAHASSEE, FL 32311  
OWNER/OFFICER: DONALD BARSTOW

2. **AUTHORIZE** Procurement Management Services to purchase up to a total estimated amount of \$60,000, for the initial contract term of three (3) years, and an amount not to exceed \$20,000, for each subsequent one (1) year extension period(s). Board authorization of this recommendation does not mean the amounts shown will be expended.