

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

**SUBJECT: AWARD INVITATION TO NEGOTIATE NO. ITN-22-049-MF
 – CHARTER SCHOOL EMPLOYMENT AND PRE-
 EMPLOYMENT REGISTRATION SYSTEMS**

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

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

Procurement Management Services, at the request of the Office of Information Technology Services, released the above-referenced solicitation. The purpose of this Invitation to Negotiate (ITN) is to solicit competitive proposals from qualified vendors who can offer compliant Charter School Employment and Pre-Employment Registration systems to meet the District’s needs and expectations, as described within the ITN. This ITN was advertised on the Procurement Management Services website and DemandStar. This contract impacts all charter school employees and contractors. 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.

Pursuant to School Board Policy 6320.02, the Goal Setting Committee recommended that this solicitation be open with a 15-point preference for certified African American or Non-Minority Women prime contractors, a 10-point preference for non-certified prime contractors using African American or Non-Minority Women subcontractors certified within the Metropolitan Statistical Area (MSA), a 10-point preference for African American or Non-Minority Women prime contractors certified outside the MSA, and a 5-point preference for non-certified prime contractors using African American or Non-Minority Women subcontractors certified outside the MSA.

Two (2) vendors responded to this advertised bid, one of which was deemed non-responsive. M-DCPS OEO staff verified the Small, Micro, Veteran and/or M/WBE certification status of the firm(s). Based on the criteria listed in the solicitation, a Q&A session together with a product demonstration and the Selection Committee’s consensus recommendation, one (1) vendor is being recommended for award, which is utilizing a certified subcontractor.

Fund Source
General
ESSER

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

1. **AWARD** INVITATION TO NEGOTIATE NO. ITN-22-049-MF – CHARTER SCHOOL EMPLOYMENT AND PRE-EMPLOYMENT REGISTRATION SYSTEMS, to provide compliant Charter School Employment and Pre-Employment Registration systems to meet the District’s needs and expectations, as described within the ITN, for an initial term of three (3) years effective 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 renewal periods thereto and if needed, an additional ninety (90) days beyond the expiration of the renewal period, pending contract negotiations as follows:

FOCUS SCHOOL SOFTWARE, LLC
475 CENTRAL AVENUE, SUITE 305
ST. PETERSBURG, FL 33701
OFFICER: ANDREW SCHMADEKE

SUBCONTRACTOR:

WILLIAMSTEK LLC
66 WEST FLAGLER STREET, 9TH FLOOR
MIAMI, FL 33130
OFFICER: MAURICE WILLIAMS
AFRICAN AMERICAN

MBE/MWBE

2. **AUTHORIZE** the Superintendent to purchase up to a total estimated amount of \$800,000, for the initial contract term of three (3) years, and an amount not to exceed \$266,667 for each subsequent one (1) year extension period(s). Board authorization of this recommendation does not mean the amounts shown will be expended.