

**REQUEST FOR PROPOSALS**

**APPLICANT FOR THE ADMINISTRATION OF BLOOD COLLECTION DRIVE  
PROGRAM**

**THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

**PROPOSAL RETURN DATE**

**MARCH 1, 2005**

**RFP NO. 056-EE10**

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA  
PROCUREMENT MANAGEMENT  
1450 N.E. 2ND AVENUE, MIAMI, FLORIDA 33132  
REQUEST FOR PROPOSALS NO. 056-EE10

APPLICANT FOR THE ADMINISTRATION OF BLOOD COLLECTION DRIVE  
PROGRAM

Sealed proposals will be accepted in Procurement Management, at the above location, until **2:00 P.M.** March 1, 2005, and may not be withdrawn for one hundred twenty (120) days from that date.

ANTI-COLLUSION STATEMENT

THE UNDERSIGNED PROPOSER HAS NOT DIVULGED TO, DISCUSSED, OR COMPARED HIS PROPOSAL WITH OTHER PROPOSERS AND HAS NOT COLLUDED WITH ANY OTHER PROPOSER OR PARTIES TO THE PROPOSAL WHATSOEVER. PROPOSER ACKNOWLEDGES THAT ALL INFORMATION CONTAINED HEREIN IS PART OF THE PUBLIC DOMAIN AS DEFINED BY THE STATE OF FLORIDA SUNSHINE LAW.

CERTIFICATION AND IDENTIFICATION FOR PROPOSERS SUBMITTING PROPOSALS.

I certify that this proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same service, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of these proposal specifications and I certify that I am authorized to sign this proposal.

(Please Type or Print Below)

LEGAL NAME OF AGENCY OR  
CONTRACTOR SUBMITTING PROPOSAL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

BY: SIGNATURE \_\_\_\_\_

BY: TYPED \_\_\_\_\_

TITLE: \_\_\_\_\_

## **INSTRUCTIONS TO AGENCY/PROPOSER SUBMITTING PROPOSAL**

### **I. PREPARING OF PROPOSALS**

- A. THE PROPOSAL IS TO BE SUBMITTED, using 8-1/2" x 11" paper.
- B. IDENTIFICATION. Failure to indicate the contractor's EXACT legal name and an unsigned proposal may be considered non-responsive.

### **II. SUBMITTING OF PROPOSALS**

- A. Number of Proposals:

A total (14) of the Proposal must be submitted as follows:

- \* The original proposal in a sealed envelope or box marked "Original."
- \*\* (13) copies of the proposal in a separate sealed envelope or box marked "Copies."

The proposal number, proposal title and opening date must be clearly marked on all envelopes and boxes.

- B. Place, Date and Hour. Proposals shall be submitted to The School Board of Miami-Dade County, Florida, Procurement Management, Room 352, 1450 N.E. 2nd Avenue, Miami, Florida, not later than 2:00 P.M. March 1, 2005.

### **III. CHANGE OR WITHDRAWAL OF PROPOSAL**

- A. PRIOR TO PROPOSAL OPENING. Should the agency or individual contractor withdraw its proposal, they shall do so in writing. This communication is to be received by the Assistant Superintendent, Procurement Management Services, 1450 N.E. 2nd Avenue, prior to March 1, 2005. The agency or individual contractor's name and the proposal number should appear on the envelope.
- B. AFTER PROPOSAL OPENING. After March 1, 2005, proposals may not be changed; and they may not be withdrawn for one hundred twenty (120) days from that date.

#### **IV. PROTEST TO CONTRACT SOLICITATION OR AWARD**

- A. The Board shall provide notice of a decision or intended decision concerning a solicitation, contract award, or exceptional purchase by electronic posting. This notice shall contain the following statement:

“Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.”

- B. Any person who is adversely affected by the agency decision or intended decision, shall file with the agency a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods of ranking proposals or replies, awarding contracts, reserving rights of further negotiation or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the solicitation. The formal written protest shall be filed within 10 days after the date of the notice of protest is filed. Failure to file a notice of protest or failure to file a formal written protest shall constitute a waiver of proceedings. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods provided by this paragraph.

- C. The notice of protest will be reviewed by Procurement Services staff, which will offer the protesting proposer the opportunity to meet and discuss the merits of the protest. If the protest is not resolved, the proposer may seek an administrative hearing pursuant to 120.57 Florida Statutes, by filing a formal written protest within 10 days after filing the notice of protest. Petitions for hearings on protests pursuant to 120.57 Florida Statutes must be filed in accordance with School Board Rule 6Gx13-8C-1064.

#### **V. AWARDS**

- A. **RESERVATION FOR REJECTION OR AWARD.** The Board reserves the right to reject any and all proposals, to waive irregularities or technicalities, and to request re-bids.
- B. **NOTIFICATION OF INTENDED ACTION.** Notices will be posted on the District’s website 7-10 days prior to a regularly scheduled Board meeting.
- C. **OFFICIAL AWARD DATE.** Awards become official upon Board action.

## **VI. DEFAULT**

In the event of default, which may include, but is not limited to non-performance and/or poor performance, the awardee shall lose eligibility to transact new business with the Board for a period of 14 months from date of termination of award by the Board. Proposers that are determined ineligible may request a hearing pursuant to §120.569, Fla. Stat., and School Board Rule 6Gx13-8C-1.064.

## **VII. PUBLIC ENTITY CRIMES**

**Section 287.133(2)(a) Florida Statute.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

## **VIII. COMPLIANCE WITH FEDERAL REGULATIONS**

All contracts involving Federal funds will contain certain provisions required by applicable sections of Title 34, Section 80.36(l) and Section 85.510 Code of Federal Regulations and are included by reference herein. The vendor certifies by signing the proposal that the vendor and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in Federally funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

During the term of any contract with the Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in Federally funded transactions, the vendor shall immediately notify the Assistant Superintendent, Procurement Management Services, in writing.

Vendors will also be required to provide access to records, which are directly pertinent to the contract and retain all required records for three years after the grantee (The Board) or sub-grantee makes final payment.

For all contracts involving Federal funds, in excess of \$10,000, The Board reserves the right to terminate the contract for cause as well as for convenience by issuing a certified notice to the vendor.

**IX. CONE OF SILENCE**  
**BOARD RULE 6GX13-8C-1.212**

**DEFINITION:**

- A. "Cone of Silence" means a prohibition on any communication regarding a particular Request for Proposals (RFP), bid, or other competitive solicitation between:
1. any person who seeks an award therefrom, including a potential vendor or vendor's representative; and
  2. any School Board member or the member's staff, the Superintendent, Deputy Superintendent and their respective support staff, or any person appointed by the School Board to evaluate or recommend selection in such procurement process.

The Cone of Silence shall not apply to communication with the School Board Attorney or his or her staff, or with designated school district staff, who are not serving on the particular Procurement Committee, to obtain clarification or information concerning the subject solicitation. For purposes of this section, "vendor's representative" means an employee, partner, director, or officer of a potential vendor, or consultant, lobbyist, or actual or potential subcontractor or sub-consultant of a vendor, or any other individual acting through or on behalf of any person seeking an award.

- B. A Cone of Silence shall be applicable to each RFP, bid, or other competitive solicitation during the solicitation and review of bid proposals. At the time of issuance of the solicitation, the Superintendent or the Superintendent's designee shall provide public notice of the Cone of Silence. The Superintendent shall include in any advertisement and public solicitation for goods and services a statement disclosing the requirements of this section.
- C. The Cone of Silence shall terminate at the time the Superintendent of Schools submits a written recommendation to award or approve a contract, to reject all bids or responses, or otherwise takes action which ends the solicitation and review process.
- D. Nothing contained herein shall prohibit any potential vendor or vendor's representative:

1. from making public representations at duly noticed pre-bid conferences or before duly noticed selection and negotiation committee meetings;
2. from engaging in contract negotiations during any duly noticed public meeting;
3. from making a public presentation to the School Board during any duly noticed public meeting; or
4. from communicating in writing with any school district employee or official for purposes of seeking clarification or additional information, subject to the provisions of the applicable RFP, or bid documents.

The potential vendor or vendor's representative shall file a copy of any written communication with the School Board Clerk who shall make copies available to the public upon request.

- E. Nothing contained herein shall prohibit the Procurement Committee's representative from initiating contact with a potential vendor or vendor's representative and subsequent communication related thereto for the purposes of obtaining further clarifying information regarding a response to an RFP, or competitive solicitation. Such contact shall be in writing and shall be provided to the members of the applicable Procurement Committee, including any response thereto.
- F. Any violation of this rule shall be investigated by the School Board's Inspector General and may result in any recommendation for award, or any RFP award, or bid award to said potential vendor or vendor's representative being deemed void or voidable. The potential vendor or vendor's representative determined to have violated this rule, shall be subject to debarment. In addition to any other penalty provided by law, violation of this rule by a school district employee shall subject the employee to disciplinary action up to and including dismissal.

Specific Authority: 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.

Law Implemented, Interpreted or Made Specific: 1001.43(10); 1001.51(14) F.S.

**History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

New: 6-18-03

Revised 11/03

REQUEST FOR PROPOSALS 056-EE10

MIAMI-DADE COUNTY PUBLIC SCHOOLS  
APPLICANT FOR THE ADMINISTRATION OF  
BLOOD COLLECTION DRIVE PROGRAM

I. NAME AND ADDRESS OF REQUESTER

The School Board of Miami-Dade County, Florida  
Office of Community Services  
1450 NE 2<sup>nd</sup> Avenue, Room 726-A  
Miami, Florida 33132

II. PURPOSE OF REQUEST FOR PROPOSALS

The purpose of this Request For Proposals (RFP) is to designate one blood center to collect blood donations from students and staff at Miami-Dade County Public Schools facilities.

III. INSTRUCTIONS FOR SUBMISSION FOR PROPOSALS

Fourteen (14) copies of the proposal must be submitted by 2:00 p.m. (Eastern Standard Time), March 1, 2005, at:

The School Board of Miami-Dade County, Florida  
Bid Clerk, Procurement Management  
1450 Northeast Second Avenue, Room 352  
Miami, Florida 33132

The responsibility for submitting this proposal to the District on or before the stated time and date will be solely and strictly the responsibility of the proposer. The District will in no way be responsible for delays caused by the United States mail or any other delivery service or caused by any other occurrence. The proposal package must contain all the items described in Section V of this document. Failure to submit these items may render the proposal non-responsive. The proposal must be signed by an officer of the firm legally authorized to conduct business in its name. The proposal shall be submitted in a sealed envelope or box marked: **“REQUEST FOR PROPOSALS: APPLICANT FOR THE ADMINISTRATION OF BLOOD COLLECTION DRIVE PROGRAM”**.



It is anticipated that a proposal may be presented to The School Board of Miami-Dade County, Florida for award on May 18, 2005. Notification to the successful proposer will be on or after May 18, 2005.

IV. GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT AND DESCRIPTION OF THE BLOOD COLLECTION DRIVE PROGRAM

The School Board of Miami-Dade County, Florida is the fourth largest school system in the nation, which has approximately 360 schools, 370,000 students, and 60,000 full and part-time employees.

Miami-Dade County Public Schools (M-DCPS) recognizes the need to promote the health, safety, and welfare of our community by maintaining an adequate supply of blood for our hospitals. It is also cognizant of the need to create a habit for the future citizens of participating in community-wide activities. Therefore, it encourages the collection of blood among its students and personnel working in its schools and administrative offices.

General Blood Collection Requirements:

Locations

The blood collection drives for students may only take place at senior high schools and Vocational/Adult/Community education centers. Administrative offices, elementary and middle schools may only hold drives for adult employees of M-DCPS and adult community members.

Participation

This activity will be on a purely voluntary basis at the discretion of the head administrator. All such participation in the schools is to be sanctioned by the principal and approved by the region superintendent.

Capacity

A maximum number of six (6) blood drives may be held in one calendar year at one location, with the exception of special requests by a work location to supply the needs of a specific individual. Night school programs may have their six blood drives independent from the daytime school.

Scheduling

The blood drive district level coordinator and the site level blood drive coordinator as designated by the principal or head administrator will make the necessary arrangements in reference to the dates, location, and time schedule for the blood drives. Primary emphasis must be made in maintaining the educational process

at the school. Requests from the principal or head administrator as well as the guidelines dictated by the contract shall be strictly followed.

### Age Requirements

Students and staff who are 17 years of age and older may participate in the blood drive. Individuals 18 years of age and older may consent to the donation without parental permission after providing proof of age. Persons who are 17 years old must bring a consent form signed by a parent or guardian.

### Donor Donation Limits

There shall be a minimum of 56 days lapse between blood donations by an individual.

### Confidentiality

The school district has always recognized the need to respect the rights of all individuals while protecting the health, safety, and welfare of all students and employees. After the blood is tested in the laboratories and the results are positive to any kind of disease that would result in a donor being deferred, the donor shall be notified in writing as to the cause of this rejection. Test results are provided to the parents/guardians, if the donor signs a release to provide the information.

If the results of the HIV/AIDS test are found to be positive, a certified letter is sent to the donor asking him/her to call the blood center counselors for an appointment. (No test results are discussed in this letter). This procedure is followed regardless of the age of the donor in accordance to Florida State law. Test results are provided to the parents/guardian/physician if the donor signs a release to provide the information.

### Laws

The blood center will comply with Federal and State laws, as well as applicable rules of the facilities of the School Board of Miami-Dade County, Florida. Present and future laws supercede any of the requirements stated in the contract.

The blood center will be required to maintain a strict chain of confidentiality regarding the results of any tests. Only the donor and the Public Health Department, as required by law, will be informed of any results of the screening tests.

### Donor Recognition Ceremony

The blood center must have donor and individual school recognition programs acceptable to the School Board of Miami-Dade County, Florida.

### Scholarship Incentive Program

A scholarship incentive program through the College Assistance Program, Inc (CAP) is desirable, and all scholarship monies must go directly to CAP.

### Inclusion

Donors will not be rejected based solely on their gender, race, color, religion, ethnic or national origin, political beliefs, marital status, age, sexual orientation, social and family background, linguistic preference, disability, manner of dress, or because an association with any particular group.

Audit Right and Retention of Records. The Board shall have the right to audit the books, records, and accounts of the successful proposer, that are related to these services. Proposer shall keep such books, records and accounts as may be necessary in a manner sufficient to record complete and correct entries related to the services. The Proposer shall preserve and make available at reasonable times for examination and audit by the Board, all financial records, supporting documents, statistical records, and any other documents pertinent to the services, during the contract period and for three years thereafter.

## V. TECHNICAL REQUIREMENTS

A. The blood center that receives the contract to draw donors in the facilities of The School Board of Miami-Dade County, Florida, must include in their response to this Request For Proposals, the following:

1. Not-for-Profit Status

Documentation of status as a not-for-profit organization.

2. Financial Records

The last two years of audited financial records. The blood center must agree to complete and open access by appropriate Miami-Dade School Board representatives and by the media, to the details of these financial records, if requested.

3. FDA & AABB Reports

The past three years of the Federal Drug Administration (FDA) and the American Association of Blood Banks (AABB) Inspection reports, including 483 forms, warning letters, or intent to revoke license correspondence with the FDA.

4. Language Availability

Copies of trilingual recruitment and donor screening materials.

5. Educational Effort

Documentation that the blood center is active in the educational efforts of the school systems they serve. (i.e. provide educational programs for teachers, staff and students)

The blood center is responsible for developing, implementing, and executing a school-based scholarship program within a school district at no cost to the school system.

6. Other School Districts

Provide description of any existing programs in the school districts currently served including evaluations of the blood centers' performance by the school district served.

7. Medical oversight

Full-time medical oversight.

B. Capacity

The organization shall provide an adequate number of mobile units, personnel, materials, equipment, and supervision to carry out the estimated number of blood units to be collected in the blood drive.

C. Staffing

The blood center must provide sufficient trained and skilled personnel to screen the donors to insure that they will not be placed at risk by donating blood.

D. Licenses

The blood center's staff members shall hold appropriate professional licenses and certifications. They must follow established comprehensive

standards for laboratory policies and procedures that provide quality assurance. After the blood donation is made, qualified personnel will monitor the condition of the donor.

E. School Limitations

Employees or students of a school shall not participate, directly or indirectly, in the process of taking blood from the donors. Students may assist in recruiting students and distributing refreshments.

F. Donor's Consent

Donor's consent to the donation of blood shall be secured by using a form in duplicate provided by blood collecting agency and approved by the Office of Risk and Benefit Management. A copy of this form shall be kept at the school.

VI. TERMS OF CONTRACT

A. This proposal covers the estimated requirements for blood drives for thirty-six months from the date of the award and may, by mutual agreement between the School Board and the awardee, be extended for two additional 1 year periods and, if needed, 90 days between the expiration date of the current extension period. M-DCPS staff will conduct an annual evaluation of blood drives held at schools and centers. The Board, through the Procurement Management Services, may, if considering to extend, request a letter of intent to extend from the awardee prior to the end of the current contract period. The awardee will be notified when the recommendation has been acted upon. The successful awardee agrees to this condition by signing its proposal.

B. Cancellation

The Board shall have the right to cancel the agreement at any time, giving the blood center (30) days prior written notice.

C. Assignment

Any Agreement resulting from this Request For Proposals, and any interest therein, shall not be assigned, transferred or encumbered by the Proposer unless upon written consent of the Board. Such an assignment if approved by the Board is to a successor entity that is a financial reconstitution of the Proposer and the assignee agrees to comply with the terms and conditions of the Agreement.

## VII. EVALUATION OF PROPOSALS

Proposals will be evaluated by representatives of the school district in order to ascertain which proposal best meets the needs of the School Board. The selection committee will consist of the following or their designee:

- District Director, Office of Community Services
- Director, Office of Community Services
- Representative from Risk and Benefits Management and Services
- Principal, Senior High
- Principal, Adult Center
- A school based Activities Director
- A representative from PTSA Council
- A representative from Student Services
- A representative from the Student Government
- A representative from Comprehensive Health/Health Education
- A representative from the Division of Business Development and Assistance
- A representative from Procurement Management Services

Evaluation considerations will include but will not be limited to the following:

- A. Responsiveness of the proposal clearly stating an understanding of the work to be performed meeting all the guidelines.
- B. Documentation of present certification; qualification of laboratory staff members; past experience and record of performance; verification of references.
- C. Primary emphasis in the selection process will be placed on the background, experience, and service of staff to be assigned to the project. Expertise in the areas addressed in the RFP, and the ability to respond in a timely, accurate manner to the district's requirements is essential.
- D. An important consideration is the methodology of blood collection which takes into consideration not only expediency, but also the safest and least painful procedures.
- E. The blood center must demonstrate commitment to the continuing education of the students and faculty.
- F. The generosity of the scholarship program to be distributed by the College Assistance Program (CAP) will be another factor to be taken into consideration.

- G. The availability of sufficient mobile units to cover all the high schools, adult centers, and vocational / technical schools so that all the students have an equal opportunity to participate in the program.

The school district reserves the right to reject any and all proposals submitted. When the final selection is made, a contract acceptable to the Attorney of the Board will be entered into with the successful proposer. No debriefing or discussion will be held with unsuccessful vendors with the exception as provided by School Board Rule 6Gx13-8C-1.064 Adjudicatory Procedures.

## VIII. AFFIRMATIVE ACTION REQUIREMENTS AND M/WBE PARTICIPATION

### A. Equal Employment Opportunity

It is the policy of the School Board that no person will be denied access, employment, training, or promotion on the basis of gender, race, color, religion, ethnic, or national origin, political beliefs, marital status, age, sexual orientation, social and family background, linguistic preference, or disability, and that merit principles will be followed. Each firm is requested to indicate its equal employment policy and provide a detailed breakdown, by ethnicity, gender, and occupational categories of its workforce. See Attachment A - Affirmative Action Employment Breakdown (FM-4859).

### B. Minority/Women Business Enterprises (M/WBE) Participation

It is the policy of the School Board, to actively encourage the participation of minority owned and controlled businesses (African American, Hispanic and Women) in the award and performance of Board contracts. In keeping with this policy, all M/WBEs (prime and subcontractor/consultant), must be certified by the Division of Business Development and Assistance, prior to contract award. See Attachment B- M/WBE Certification Application (FM-3920).

### C. Payment to M/WBE Subcontractors/Sub-consultants

It is the policy of the School Board to track payments that are made to M/WBE subcontractors/sub-consultants. In keeping with this policy, all payments to subcontractors/sub-consultants must be reported to the Director, Division of Business Development and Assistance, 1450 NE 2<sup>nd</sup> Avenue, Room 456, Miami, Florida 33132. See Attachment C-M/WBE Subcontractor/Sub-consultant Quarterly Expenditure Report FM- 4831).

IX. PROOF OF PROFESSIONAL LIABILITY INSURANCE REQUIREMENTS

The successful proposer, if selected for this Request For Proposals, shall agree to provide proof of Professional Liability Insurance and to the following language:

The successful proposer shall hold harmless, indemnify and defend indemnitees (as hereinafter defined) against any claim, action, loss, damage, injury, liability, but not by way of limitation, attorney's fees and court costs arising out of bodily injury to persons including death, or damage to tangible property arising out of or incidental to the performance of this Contract (including goods and services provided thereto) by or on behalf of the successful proposer, excluding only the sole negligence of culpability of the indemnitee. The following shall be deemed to be indemnitees: The School Board of Miami-Dade County, Florida, and its members, officers and employees.

X. PROOF OF INSURANCE REQUIREMENTS

At the time an award is made, and prior to the commencement of services, the successful proposer shall be responsible for providing the School Board with certificates of insurance which indicate that insurance coverage has been obtained and meets the requirements as outlined below:

- A. Workers' Compensation Insurance for all employees of the proposer as required pursuant to the provisions of Section 440, Florida Statutes.
- B. Commercial General Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence. The School Board of Miami-Dade County, Florida, its members, officers and employees must be listed as an additional insured on the coverage.
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work as outlined in this RFP, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage liability.
- D. Professional Liability Insurance in the name of the proposer, with limits of liability not less than \$1,000,000 per wrongful act.



XI. IMPLEMENTATION SCHEDULE

The planned schedule for implementation of proposals is as follows:

Procurement Contract Review Committee	January 20, 2005
Mailing of Request for Proposal	February 4, 2005
Opening of Proposals	March 1, 2005
Evaluation Completed by Selection Committee	March 16, 2005
Recommended to School Board for Approval	May 18, 2005

XII. ADDITIONAL INFORMATION

The following individual should be contacted for any additional information with respect to this Request For Proposals:

Ms. Barbara D. Jones, CPPB, Director  
Procurement Management  
Miami-Dade County Public Schools  
1450 NE 2<sup>nd</sup> Avenue, Room 356  
Miami, Florida 33132  
(305) 995-2348  
E-mail – [bjones@dadeschools.net](mailto:bjones@dadeschools.net)

