



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
 SCHOOL BOARD ADMINISTRATION BUILDING
 Procurement Management Services
 1450 N.E. 2nd Avenue, Room 650
 Miami, FL 33132

Direct All Inquiries To Procurement Management Services Buyer's Name: _____ PHONE: (305) 995-_____ Email: _____ TDD PHONE: (305) 995-2400
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BID/RFP ADDENDUM

Date: _____

Addendum No. _____

BID/RFP No. _____ BID/RFP TITLE: _____

This addendum modifies the conditions of the above-referenced BID/RFP as follows:

All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>

The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package.

I acknowledge receipt of Addendum Number _____

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL _____ FAX # _____

BY: SIGNATURE (Manual): _____
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
 OF AUTHORIZED REPRESENTATIVE

Request for Proposals
RFP-22-029-VF
Adult Education Services

ADDENDUM NO. 2

QUESTIONS AND ANSWERS:

- Q1: The RFP Section 2, page 11 states that there will be a pre-proposal conference on Monday, January 15, 2024, at 10:00am via Zoom. This is a federal holiday (Martin Luther King Jr. Day). Is this correct, or an oversight?**
- A1: The pre-proposal meeting date was changed to Thursday, January 18, 2024 at 10am EST through addendum 1.
- Q2: Going through this RFP, we have a question regarding recommendations. Are we supposed to include only the form provided, or do we also need to include a recommendation letter? Please provide clarification.**
- A2: Pursuant to Section 5, Item c, Be regularly engaged in the business of providing the services described in this RFP for a minimum of five (5) years. Three (3) client reference letters from organizations comparable in complexity and/or size to M-DCPS, preferably. This must be documented on Exhibit 6, Proposer Experience Form, whereby each Proposer uses one form per reference. DO NOT include work/services performed for MDCPS or M-DCPS employees as reference. An additional recommendation letter is not a requirement.
- Q3: In page 18, Section 4.4, number 4 it states “Submit Exhibit 6, located within this RFP, for at three (3) references from organizations comparable in complexity and/or size to M-DCPS, preferably. DO NOT include work/services performed for M- DCPS or M-DCPS employees as reference.” However, Exhibit 6 in page 35 of the RFP it states “Submit one form for each client reference. Understand that each client may be contacted to verify the validity of the partnership between the Proposer / Sub Proposer and the client. “ We would like clarification regarding this requirement – does it apply to organizations or to clients? And if it applies to organizations, which Exhibit or Form should we complete?**
- A3: The requirement is to submit references from organizations comparable in complexity and/or size to M-DCPS, preferably. This must be documented on Exhibit 6, Proposer Experience Form, whereby each Proposer uses one form per reference.
- Q4: Please clarify the date when the proposal is due. It’s a little confusing. Thank you in advance.**
- A4: The deadline for receipt of proposals is 1:00 pm EST on Thursday, January 25, 2024 EST through DemandStar.
- Q5: I'm interested in accessing the submitted past winning bids for the outlined services below. How can I go about this?**
- A5: Included with this addendum is the information of the awarded proposers for the two previous solicitations. For copies of any proposal, please submit a public records request to the District’s Citizen Information Center at pr@dadeschools.net.
- Q6: How does one register as a subcontractor or partner with an awarded program?**
- A6: Certified firms will be listed with the M-DCPS Office of Economic Opportunity (OEO). Primary firms may reach out to OEO for a list of certified firms to partner with.

If your firm is not already certified, please reach out to the M-DCPS Office of Economic Opportunity (OEO), at the following web address: <https://oed.dadeschools.net/#!/fullWidth/1006> or you may reach OEO via phone at 305-995-1307 for further information on how to become a certified firm.

Q7: Do any of the sections of the sample agreement need to be filled out?

A7: Not at this time.

Q8: The required three (3) references are client references, correct?

A8: Refer to response to question 3.

Q9: Can a registered vendor (who's not a nonprofit) submit the RFP on behalf of several non-profit entities to provide the services and can budget be allocated for each site (e.g. \$24K for each site)??

A9: Subcontracting is allowable. The approved rate as listed in Section 8 – Proposal Pricing is \$24,000 per year inclusive of all the services requested through this solicitation pursuant to Section 4 – Scope of Services.

Q10: Must we offer all 3 areas, or can we offer just one (GED). Also must the person conducting the classes be a certified teacher by the state of Florida?

A10: No, you do not need to offer all three areas. You may offer just one (GED). With regards to conducting classes, the person MUST be a certified teacher. They can attain a District Part Time Certificate if they can verify their area of study and years of experience. The school can assist the interested candidate. They can also be a State Certified teacher.

Q11: Can a company subcontract another company to meet or address a separate component of the RFP?

A11: Subcontracting is allowable.

Q12: Can funds be utilized to recruit different organizations who may be interested in providing services to target populations?

A12: Subcontracting is allowable.

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

**SUBJECT: AWARD REQUEST FOR PROPOSALS NO. RFP-19-027-CM
- MILLION DOLLAR COMMUNITY LITERACY CHALLENGE
- ADULT LITERACY SERVICES**

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Procurement Management Services, at the request of the Office of Adult and Vocational Education, released the above-referenced solicitation. The purpose of this Request for Proposal (“RFP”) is to determine qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs in conjunction with grant requirements. This RFP was advertised on the Procurement Management Services’ and DemandStar websites. The solicitation was shared with District offices for additional community outreach, including but not limited to social media, local radio stations and prior bid forecasting lists.

The initial term of the bid shall be for a period of one (1) year, commencing July 15, 2020 through July 14, 2021, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for three (3) additional one (1) year periods.

Strategies were employed to increase SBE/MBE participation. The Goal Setting Committee recommended this solicitation be open.

Seven (7) vendors responded to this advertised bid. Based on the criteria listed in the solicitation and the recommendations from the Selection Committee, the contract shall be awarded to five (5) vendors, pending grant acceptance, contract negotiations and execution.

M-DCPS OEO staff, as represented as one of the voting members of the Selection Committee, verified the Small, Micro, Veteran and/or M/WBE certification status of the prime firms and all subcontractors, as applicable.

Fund Source
General

E-141

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

AWARD REQUEST FOR PROPOSALS NO. RFP-19-027-CM MILLION DOLLAR COMMUNITY LITERACY CHALLENGE - ADULT LITERACY SERVICES, to establish a contract for qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs, initial effective date of commencing July 15, 2020 through July 14, 2021, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for three (3) additional one (1) year periods thereto, pending grant acceptance, contract negotiations and execution, as follows:

ABUNDANT LIVING CITI CHURCH, INC.
3001 NW 22ND AVENUE
MIAMI, FL 33142
OWNER/OFFICER: ANTONIO RIVERA, JR., PRESIDENT

CONNECTFAMILIAS INC.
1111 SW 8 STREET, SUITE 207
MIAMI, FL 33130
OWNER/OFFICER: BEATRIZ ALONSO, PRESIDENT

MIAMI LIGHTHOUSE FOR THE BLIND AND VISUALLY IMPAIRED, INC.
601 S.W. 8TH AVENUE
MIAMI, FL 33130-3209
OWNER/OFFICER: GEORGE W. FOYO, CHAIRMAN

ENFAMILIA, INC.
16090 SW 293 DRIVE
HOMESTEAD, FL 33033
OWNER/OFFICER: ROCIO TAFUR-SALGADO

FOCUS LEARNING ACADEMY, INC. **MBE/MWBE**
17240 NE 19TH AVENUE
NORTH MIAMI BEACH, FL 33162
OWNER/OFFICER: RUTH SMITH, PRESIDENT
AFRICAN AMERICAN OWNED

RYS/cm

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

**SUBJECT: AWARD REQUEST FOR PROPOSALS NO. RFP-20-005-CM
- MILLION DOLLAR COMMUNITY LITERACY CHALLENGE
- ADULT LITERACY SERVICES, PART 2**

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Procurement Management Services, at the request of the Office of Adult and Vocational Education, released the above-referenced solicitation. The purpose of this Request for Proposal (“RFP”) is to determine qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs in conjunction with grant requirements. This RFP was released as a part 2 of the awarded E-141 item dated July 15, 2020 to increase the vendor pool for District coverage ensuring all areas are covered. This RFP was advertised on the Procurement Management Services website, as well as Periscope and DemandStar. The solicitation was shared with District offices for additional community outreach, including but not limited to social media, local radio stations and prior bid forecasting lists.

The initial term of the bid shall be for a period of one (1) year, commencing January 14, 2021 through January 13, 2022, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for three (3) additional one (1) year periods.

Five (5) vendors responded to this advertised bid. Based on the criteria listed in the solicitation and the recommendations from the Selection Committee, the contract shall be awarded to four (4) vendors, pending grant acceptance, contract negotiations and execution.

M-DCPS OEO staff, as represented as one of the voting members of the Selection Committee, verified that non-profit and Community Based Organizations are not eligible for the Small, Micro, Veteran and/or M/WBE certification status.

Fund Source
General

E-148

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

1. **AWARD** REQUEST FOR PROPOSALS NO. RFP-20-005-CM - MILLION DOLLAR COMMUNITY LITERACY CHALLENGE - ADULT LITERACY SERVICES, to establish a contract for qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs, initial effective date of commencing January 14, 2021 through January 13, 2022, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for three (3) additional one (1) year periods thereto, pending grant acceptance, contract negotiations and execution, as follows:
 - A. FLORIDA VENTURE EDUCATION FOUNDATION, INC.
707 W. AZEELE STREET
TAMPA, FL 33606
OWNER/OFFICER: PAUL KEVIN BURGOYNE
 - B. MEXICAN AMERICAN COUNCIL, INC.
151 NW 11TH STREET, SUITE E400
HOMESTEAD, FL 33030
OWNER/OFFICER: MARIA GARZA
 - C. PIERRE TOUSSAINT LEADERSHIP AND LEARNING CENTER, INC.
130 NE 62 STREET, 2ND FLOOR
MIAMI, FL 33138
OWNER/OFFICER: REGINALD JEAN-MARY
 - D. READ2SUCCEED, INC.
17033 S DIXIE HWY
MIAMI, FL 33157
OWNER/OFFICER: DIANA DALEY
2. **AUTHORIZE** Procurement Management Services to award the contract to the preapproved vendors providing adult educational programs, as may be required of these services, for the initial contract term, and for each subsequent one (1) year extension period(s).

RYS/cm