

REQUEST FOR PROPOSALS

**OUTSIDE AGENCIES QUALIFIED TO OPERATE
ALTERNATIVE EDUCATION PROGRAMS FOR
MIAMI-DADE COUNTY PUBLIC SCHOOLS AT-RISK STUDENTS**

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

PROPOSAL RETURN DATE

FEBRUARY 7, 2006

RFP NO. 029-FF10

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
PROCUREMENT MANAGEMENT SERVICES
1450 N.E. 2ND AVENUE, MIAMI, FLORIDA 33132
REQUEST FOR PROPOSALS NO. 029-FF10

OUTSIDE AGENCIES QUALIFIED TO OPERATE
ALTERNATIVE EDUCATION PROGRAMS FOR
MIAMI-DADE COUNTY PUBLIC SCHOOLS AT-RISK STUDENTS

Sealed proposals will be accepted in Procurement Management, at the above location, until **2:00 P.M.** February 7, 2006, and may not be withdrawn for one hundred-twenty (120) days from that date.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 of eleven (11) copies of the Proposal must be submitted as follows:

- * The original proposal in a sealed envelope or box marked "Original."
- ** (10) 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 Services, Room 352, 1450 N.E. 2nd Avenue, Miami, Florida, not later than 2:00 P.M. February 7, 2006.

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 February 7, 2006. The agency or individual contractor's name and the proposal number should appear on the envelope.
- B. AFTER PROPOSAL OPENING. After February 7, 2006, 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 § 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 Management 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.
- D. **CHARTER SCHOOLS:** Items awarded under this contract shall be made available to charter schools authorized by the School Board.

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

§ 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 § 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, § 80.36(l) and § 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 there from; 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, which 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 NO. 029-FF10

**OUTSIDE AGENCIES
QUALIFIED TO OPERATE
ALTERNATIVE PROGRAMS FOR M-DCPS AT-RISK STUDENTS**

I. NAME AND ADDRESS OF REQUESTER

The School Board of Miami-Dade County, Florida
Office of Special Programs, Alternative Outreach and Psychological Services
1500 Biscayne Boulevard, Suite 325
Miami, Florida 33132

II. PURPOSE OF REQUEST FOR PROPOSALS

The purpose of this Request For Proposals (RFP) is to award successful proposer(s) contracts with Miami Dade County Public Schools (M-DCPS) to provide educational services to children at-risk and/or adjudicated youth for grades 6-12, within Miami-Dade County, Florida.

III. INSTRUCTIONS FOR SUBMISSION OF PROPOSALS

Eleven copies of the proposal must be submitted by 2:00 p.m. (Local time) on February 7, 2006, at:

The School Board of Miami-Dade County, Florida
Bid Clerk, Procurement Management Services
1450 N.E. 2nd 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 proposers. 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. An officer of the firm legally authorized to conduct business in its name must sign the proposal. The proposals must be submitted in a sealed envelope or box marked: "REQUEST FOR PROPOSALS - APPLICANT - OUTSIDE AGENCIES QUALIFIED TO OPERATE ALTERNATIVE PROGRAMS FOR M-DCPS AT-RISK STUDENTS".

It is anticipated that the proposal(s) may be presented to The School Board of Miami-Dade County, Florida, (the Board) for acceptance on or about April 18, 2006. If accepted, notification to the successful proposer(s) will be on or after April 18, 2006. The School Board reserves the right to reject any and all proposals.

IV. GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

The School Board of Miami-Dade County, Florida, is the fourth largest school system in the nation. The District has over 350 school sites, 338,417 students and 47,204 full and part-time employees.

M-DCPS is responsible for establishing a climate in the schools, which encourages learning. The establishment of a program for outside agencies seeking funding from M-DCPS is intended to ensure that each agency conforms to the same Board-approved standards for contracted programs.

V. SCOPE OF WORK

Miami-Dade County Public Schools (M-DCPS) request proposal for student services which include, but are not limited to the following:

- A. Improve student achievement
- B. Improve attendance
- C. Reduce dropout rate
- D. Increase graduation rate
- E. Intensive counseling
- F. Anger management and life skills
- G. Individual tutoring
- H. Intervention strategies in smaller, non-public school settings.
- I. Design of the school shall include small learning communities and areas of support services.
- J. A qualified CPA shall perform an annual financial audit, requested and paid by the proposer. The audit shall be performed in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. The proposer shall provide such audit within ninety (90) days after its fiscal year end. The audit shall include supplemental information with a schedule of operational expenses providing full disclosure of **Florida Educational Financial Program** (FEFP) expenditures. Operational expenditure reports shall be submitted on a quarterly basis.

- K. Contracted program centers shall be required to fingerprint all employees, and to follow M-DCPS procedures for the employment of personnel. The cost of fingerprinting will be borne by the contracted program or the employee. All employees shall be on a probationary status pending fingerprint processing.
- L. General drug screening on all applicants for instructional and non-instructional positions in contracted programs shall be conducted. A negative drug screening result shall be a requirement. The cost will be borne by the contracted program or the employee.
- M. Proposers shall provide documentation of services rendered such as names of students, identification numbers, attendance, certified personnel, grade books and lesson plans in accordance with M-DCPS procedures and maintain accurate student records. As part of the monitoring responsibilities, the School Board reserves the right to perform additional reviews; inspections, and/or audits, at its expense, of any educational programs or financial resources provided to the contracting agency to service students.
- N. All selected programs must be in compliance with Federal Legislation, Florida State Statutes and M-DCPS School Board Rules.
- O. In the event that a Department of Juvenile Justice (DJJ) service provider has a change of contract status with DJJ, M-DCPS must be immediately notified.

VI. REQUIRED INFORMATION TO BE SUBMITTED BY PROPOSER

Limit size for all responses under this section to fifteen pages total, double space, and use a 12-point font.

- A. Municipalities or organizations wishing to be considered for this program must demonstrate the ability to contribute the following resources to the program: space, telephone and facsimile equipment, electricity and security personnel. The integrity of Educational Alternative Outreach Program (EAOP) provided computer Internet access and Network for students and teachers must be maintained. M-DCPS will provide transportation from a designated bus stop to the center as applicable.
- B. Providers for juvenile justice programs must have an existing contract with the State Department of Juvenile Justice (DJJ) designating the organization as a “juvenile justice provider” as defined in chapter 1003.01(11) (b) of the Florida State Statutes. A copy of the award letter shall be submitted with the Proposal.

- C. The Proposal must clearly indicate the cost of the program and expenditures based on 95 percent of a Basic Full-Time Equivalent (FTE) and the number of students requested for the program by grade level. **(Please indicate the number of student FTEs requested for the program and use the enclosed Budget Expenditure Work Sheet, Attachment A)**
- D. Proposer must submit its most recent two (2) audited financial statements.
- E. Proposers must demonstrate the capability to relocate programs to an alternative location in the event the facility/structure housing the program is damaged or unable to safely house students/personnel.
- F. Proposer must demonstrate that they shall provide a safe physical plant with adequate security, various support services, personnel qualifications, and professional development designed to meet the needs of children at-risk.
- G. Proposer shall submit a list all personnel who will be involved with this program, which clearly indicates personnel's qualifications, expertise and experience in implementing and operating an **Alternative Education Program for at-risk students**. Letters of support and endorsement for the item must be included.
- H. Proposer must document initiatives and strategies to be implemented in support of the M-DCPS **District Strategic Plan 2005-2008** and the **Educational Alternative Outreach Program's (EAOP) School Improvement Plan (SIP)**. These documents can be accessed at the M-DCPS website www.dadeschools.net.
- I. Proposer must demonstrate how they will Increase student performance on Federal, State and (other assessments) and reduce the achievement gap between groups. **(Data provided is from the Spring 2005 Florida comprehensive Assessment Test (FCAT) scores for EAOP, Attachment B and C)**
 - 1. The lowest performing students in grades 6-10, represented by those in scoring in Level 1 FCAT Sunshine State Standards (SSS) in Reading in 2005 will show an increase in average Developmental Scale Scores each year from 2006-2007 to 2008-2009.
 - 2. The lowest performing students in grades 6-10, represented by those in scoring in Level 1 FACT SSS in Math will show an increase in average Developmental Scale Scores each year from 2006-2007 to 2008-2009.

3. The percentage of students in Grades 6-10 scoring at Level 2 and above in FCAT SSS Reading will increase by 2 percentage points each year from 2006-2007 to 2008-2009.
 4. The percentage of students in Grades 6-10 scoring at Level 2 and above in FCAT SSS Math will increase by 2 percentage points each year from 2006-2007 to 2008-2009.
- J. Proposer shall indicate how the program would ensure the appropriate placement and services will be provided to **Special Education (SPED)** and **Limited English Proficient (LEP)** students.
- K. Proposer shall indicate how the program will improve student attendance particularly during **FCAT** administration and **FTE Survey Week**, and reduce referrals to the District's **Truancy Intervention Program (TIP)**.
- L. Proposer shall indicate how proposed program will utilize research-based programs designed to improve student behavior, attendance, and academic performance and reduce violations of the Code of Student Conduct resulting in disciplinary placement.

SEE ATTACHMENT E FOR GLOSSARY OF TERMS

VII. TERMS OF CONTRACT

The term of the proposal shall be for one year from July 1, 2006 through June 30, 2007, and may, by mutual agreement between the School Board and the Awardee(s), be extended for two additional one year periods, and if needed, ninety (90) days beyond the expiration date of the current extension period, contingent upon continued receipt of funds appropriated by the Florida Legislature on a year by year basis. The School Board, through Procurement Management Services, may, if considering to extend, request a letter of intent to extend from the Awardee(s) prior to the end of the current contract period. The Awardee(s) will be notified when the recommendation has been acted upon. All prices shall be firm for the term of the contract.

VII. EVALUATION OF PROPOSALS

Representatives of the school district will evaluate proposals, in order to ascertain which proposal best meets the needs of the School Board. The selection committee will consist of the following:

- An administrator from the Office of District Regional Operations
- An administrator from the Office of Program Evaluation
- An administrator from the Office of Special Education, Alternative Outreach and Psychological Services

- An administrator from the Division of Student Services
- An administrator from Procurement Management Services (non-voting)
- An administrator from the Division of Business Development and Assistance
- An auditor from the Office of Management and Compliance Audits (Non-voting)
- A counselor from the Educational Alternative Outreach Program; and
- A member of the local community with professional experience in child welfare

The evaluation committee shall evaluate each Proposal based on the clarity and merits of their responses. The Proposer must demonstrate a clear understanding of the work to be performed and services to be provided.

The school district reserves the right to reject any and all proposals submitted. When the final selection is made, a professional service agreement acceptable to the Attorney for the Board will be entered into with the successful Proposer. No debriefing or discussion will be held with unsuccessful Proposers.

IX. EQUAL EMPLOYMENT OPPORTUNITY AND M/WBE PARTICIPATION

Equal Employment Opportunity

- A. 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.
- B. Each firm is requested to indicate its equal employment policy and provide a detailed breakdown by ethnicity, gender and occupational categories of its work force. **(ATTACHMENT D)**

M/WBE Participation

The School Board has an active Minority/Women Business Enterprise (M/WBE) Program, to increase contracting opportunities for M/WBE's. In keeping with this policy, if a minority firm, which is Woman or African American-owned and operated, is to perform a scope of work, provide documentation to substantiate the experience of the M/WBE and its staff in providing this type of service. The

Division of Business Development and Assistance must certify all M/WBE's, prior to contract award. The M/WBE Application may be accessed through the following link:

<http://procurement.dadeschools.net/pdf/3920.pdf>

X. 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 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 proposer, excluding only the sole negligence or 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.

At the time an award is made, 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 Chapter 440, Florida Statutes.
- B. Commercial General Insurance on a comprehensive basis in an amount not less than \$300,000 combined single limit per occurrence. The School Board of Miami-Dade County, Florida, its employees and agents must be listed as an additional insured on the policy.
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles use in connection with the work as outlined in this Request for Proposals, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage liability.
- D. Proof of Professional Liability (e.g., medical malpractice) insurance in the name of the proposer, with limits of liability not less than \$1,000,000 per wrongful act. All certificate of insurance submitted must be issued by companies authorized to conduct business under the laws of the State of Florida, with an A.M. Best rating (most currently published) must be no less than 'B+' as to management, and no less than 'Class V' as to financial strength. Certificates shall indicate no modification in insurance be made

within thirty (30) days advance written notice to the additional named insured or certificate holder.

XI. THE JESSICA LUNSFORD ACT BACKGROUNDSCREENING REQUIREMENTS

In accordance with the requirements of §§ 1012.32, 1012.465, and 435.04, Florida Statutes (2004) as well as with the requirements of HB 1877, The Jessica Lunsford Act (2005), effective September 1, 2005, Contractor agrees to certify under oath and penalty of perjury, see **ATTACHMENT F** (Sworn Statement Pursuant to §§ 1012.32, 1012.465, and 435.04, Florida Statutes (2004) and HB 1877, The Jessica Lunsford Act (2005) which is incorporated fully herein by reference, that Contractor and all of its employees who provide or may provide services under this Agreement have completed all background screening requirements as outlined in the above-referenced statutes.

Additionally, Contractor agrees that each of its employees, representatives, agents, subcontractors or suppliers who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in §§1012.32 and 435.04, Florida Statutes, and further upon obtaining level 2 clearance, must obtain a required Board issued photo identification badge which shall be worn by the individual at all times while on Board property when students are present.

Contractor agrees to bear any and all costs associated with acquiring the required background screening – including any costs associated with fingerprinting and obtaining the required photo identification badge. Contractor agrees to require all its affected employees to sign a statement, as a condition of employment with Contractor in relation to performance under this Agreement, agreeing that the employee will abide by the heretofore described background screening requirements, and also agreeing that the employee will notify the Contractor/Employer of any arrest(s) or conviction(s) of any offense enumerated in §. 435.04, Florida Statutes within 48 hours of its occurrence.

Contractor agrees to provide the Board with a list of all of its employees who have completed background screening as required by the above-referenced statutes and who meet the statutory requirements contained therein. Contractor agrees that it has an ongoing duty to maintain and update these lists as new employees are hired and in the event that any previously screened employee fails to meet the statutory standards. Contractor further agrees to notify the Board immediately upon becoming aware that one of its employees who was previously certified as completing the background check and meeting the statutory standards is subsequently arrested or convicted of any disqualifying offense. Failure by Contractor to notify the Board of such arrest or conviction within 48 hours of being put on notice and within 5 business days of the

occurrence of a qualifying arrest or conviction shall constitute grounds for immediate termination of this Agreement by the Board.

The parties further agree that failure by Contractor to perform any of the duties described in this section shall constitute a material breach of the Agreement entitling the Board to terminate this Agreement immediately with no further responsibility to make payment or perform any other duties under this Agreement.

COMPLIANCE WITH SCHOOL CODE

Contractor agrees to comply with all sections of the Florida K-20 Education Code, Title XLVIII, Florida Statutes, as it presently exists, and further as it may be amended from time to time. Further Contractor agrees that failure to comply with the Florida K-20 Education Code shall constitute a material breach of this Agreement and may result in the termination of this Agreement by the Board.

XII. IMPLEMENTATION SCHEDULE

The planned schedule for implementation of proposals is as follows:

Procurement Contract Review Committee	October 20, 2005
Mailing of Request for Proposals	January 17, 2006
Opening of Proposals	February 07, 2006
Evaluation of Proposals	February 15, 2006
Recommendation for Award	April 18, 2006

XIII. ADDITIONAL INFORMATION

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

Ms. Barbara D. Jones, Director
Procurement Management
Miami-Dade County Public Schools
1450 NE 2nd Avenue, Room 356
Miami, FL 33132
305 995-2348



FCAT DATA SPRING 2005

Educational Alternative Outreach Program 8017

Reading Levels and Percentages by Grade

Math Levels and Percentages by Grade

	Students Enrolled	Rdng Grade	L 1	%	L 2	%	L 3	%	L 4	%	Students Enrolled	Math Grade	L 1	%	L 2	%	L 3	%	L 4	%
	4	3	0	0	0	0	0	0	0	0	4	3	0	0	0	0	0	0	0	0
	4	4	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	0	0	0
	6	5	0	0	0	0	0	0	0	0	6	5	0	0	0	0	0	0	0	0
	79	6	62	78	13	18	3	4	0	0	76	6	67	88	9	12	0	0	0	0
	134	7	109	81	16	12	9	7	0	0	130	7	91	70	25	19	14	11	0	0
	250	8	215	86	28	11	6	3	0	0	241	8	181	75	41	17	17	7	0	1
	512	9	455	89	46	9	10	2	0	1	497	9	373	75	84	17	38	7	0	1
	283	10	251	89	23	8	3	1	0	0	265	10	172	65	66	25	21	8	0	2
	122	11	104	85	18	15	0	0	0	0	77	11	50	65	20	26	7	7	0	0
	62	12	49	79	12	19	1	2	0	0	42	12	32	76	6	14	4	10	0	0
TOTAL ALL GRADES	1456		1245		156		32		0		1342		966		242		101			
% ALL GRADES	100			86		11		3			100			72		18		10		



FCAT DATA SPRING 2005

Educational Alternative Outreach Program 8014
Juvenile Justice Programs

Reading Levels and Percentages by Grade

Math Levels and Percentages by Grade

	Students Enrolled	Rdng Grade	L 1	%	L 2	%	L 3	%	L 4	%	Students Enrolled	Math Grade	L 1	%	L 2	%	L 3	%	L 4	%	
	6	6	3	50	0	0	3	50	0	0	6	6	5	83	0	0	0	0	0	0	0
	34	7	26	76	4	12	2	6	1	3	34	7	28	82	4	12	1	3	0	0	0
	65	8	46	71	12	19	2	3	0	0	64	8	48	75	7	11	3	5	2	3	3
	249	9	193	78	41	16	12	5	1	4	249	9	168	67	50	20	22	9	7	3	3
	126	10	100	79	10	8	1	1	1	1	126	10	65	52	25	19	16	13	4	3	3
TOTAL ALL GRADES	480		368		67		20		3		479		314		86		42		13		
% ALL GRADES	100			77		14		4		1	100			66		18		9			3



AFFIRMATIVE ACTION EMPLOYMENT BREAKDOWN

<u>Occupational Category</u>	<u>Gender</u>		<u>Race/Ancestry</u>				
	<u>Male</u>	<u>Female</u>	<u>Non-Hispanic White</u>	<u>Non-Hispanic Black</u>	<u>Hispanic</u>	<u>Asian</u>	<u>Am. Ind./ Alaska Native</u>
_____	_____	_____	_____	_____	_____	_____	_____
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Glossary of Terms

AIP – Academic Improvement Plan: For each student with identified and diagnosed deficiencies. The school in which the student is enrolled must develop an Academic Improvement Plan (AIP)/Individual Student Success Plan (ISSP) in consultation with the student’s parent or guardian. The AIP/ISSP is the action plan that is developed by a committee at the school site for any student who does not meet the desired proficiency levels in District and State standards in the areas of reading, writing, science, and/or mathematics

Web site: <http://www.dadeschools.net/ehandbook/AIPform/AIP.pdf>

CPA – Certified Public Accountant

Developmental Scale Score - The **FCAT** developmental scores range from 0 to 3000 across Grades 3-10. The score is used to determine a student’s annual progress.

DJJ – Department of Juvenile Justice

District Strategic Plan –

Web site: <http://osp.dadeschools.net/districtstrategieplan>

EAOP - Educational Alternative Outreach Program

EDUCATIONAL ALTERNATIVE PROGRAMS

As a primary educational goal, it is the policy of The School Board of Miami-Dade County, Florida to provide educational alternative programs for those students who (1) demonstrate lack of sufficient involvement in a traditional school program to achieve success because their interests, needs, or talents are not being addressed; or (2) show unsatisfactory academic progress and the effort to provide assistance is either rejected or is ineffective. “Students at Risk” Board Rule- 6Gx13- 5B-1.032

FCAT - Florida Comprehensive Assessment Test: The FCAT is part of Florida’s overall plan to assess student achievement. The FCAT, administered to students in Grades 3-10, contains two basic components: criterion-referenced tests (CRT) measuring selected benchmarks in Mathematics, Reading, Science, and Writing from the Sunshine State Standards (SSS) and norm-referenced tests (NRT) in Reading and Mathematics measuring individual student performance against national norms.

FEFP – Florida Education Finance Program: Allocates annual funding to each school district

FTE - Full-Time Equivalent: Funding for FTE is established by the Legislature in the General Appropriations Act for the next reporting year (Assigned FTE).

Alternative Education Programs

Estimated 2005-2006 FTE Grades 4-8, Revenue per Basic FTE \$3,908.98

Estimated 2005-2006 FTE Grades 9-12, Revenue per Basic FTE \$4,350.67

Juvenile Justice Programs

Estimated 2005-2006 FTE Grades 4-8, Revenue per Basic FTE \$4,783.37

Estimated 2005-2006 FTE Grades 9-12, Revenue per Basic FTE \$4,350.67

*Dollar amount is subject to change

IEP - Individual Educational Plan: A written plan which describes an exceptional student's special individual learning needs and the education programs and services which will be provided to that student.

IAP - Individual Academic Plans: a written plan for each student, which includes specific and individualized long-term goals, short-term instructional objectives, and a schedule for determining progress. These plans are required for all students enrolled in Department of Juvenile Justice (DJJ) programs.

LEP - Limited English Proficiency: Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English; can be limited English proficient, or "LEP." These individuals may be entitled to language assistance with respect to a particular type or service, benefit, or encounter.

M-DCPS Strategic Plan Web site:

<http://osp.dadeschools.net/districtstrategicplan>

SIP- School Improvement Plan: 1001.452 District and School Advisory Councils

(1) ESTABLISHMENT -

(a) The district School Board shall establish an advisory council for each school in the district and shall develop procedures for the election and appointment of advisory council members. Each school advisory council shall include in its name the words "school advisory council." The school advisory council shall be the sole body responsible for final decision making at the school relating to implementation of the provisions of §§ 1001.42(16) and 1008.345.

Each school advisory council shall assist in the preparation and evaluation of the school improvement plan required pursuant to § 1001.42(16). With technical assistance from the Department of Education, each school advisory council shall assist in the preparation of the school's annual budget and plan as required by § 1008.385(1). A portion of funds provided in the annual General Appropriations Act for use by school advisory councils must be used for implementing the school improvement plan.

SPED - Special Education: The name given to educational programs and services for students with special learning needs.

SSS – Sunshine State Standards

SST- School Support Team is a process that combines existing district resources for providing intervention assistance for students with academic, behavioral, and/or social-emotional problems. SST is a seamless process in which a problem-solving team collaboratively develops student intervention plans in order to support students, teachers, and parents/guardians.

TIP - Truancy Intervention Program:

As per the Truancy Intervention Program website and the Truancy Referral Procedures Manual the intent of the Truancy Intervention Program is to assist staff in all secondary schools involved in the Truancy Program. This program outlines the determining process for student truancy referrals.

Miami-Dade County Public Schools
SWORN STATEMENT - NEW CONTRACTS

ATTACHMENT F
SWORN STATEMENT PURSUANT TO SECTION 1012.465,
FLORIDA STATUTES AS AMENDED BY
HB 1877, THE JESSICA LUNSFORD ACT

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to The School Board of Miami-Dade County, Fl

(Hereinafter "Board" or "School Board") by _____

(Print individual's name and title)

for _____

(Print Name of entity submitting sworn statement)

whose business address is _____

and its Federal Employer Identification Number (FEIN) is _____.
If the entity has no FEIN, include the Social Security Number (SSN) of the individual signing this sworn statement and so indicate.

2. I, _____, am duly authorized to make this

(Print individual's name and title)

sworn statement on behalf of _____.

(Print Name of entity submitting sworn statement)

3. I understand that during the 2005 Legislative Session, House Bill 1877, The Jessica Lunsford Act (hereinafter "The Act" or "Act") was passed and approved by Governor Bush on May 2, 2005, with an effective date of September 1, 2005.

Initials

4. I understand that the Act amends the background screening requirements of section 1012.465, Florida Statutes (2004) for all non-instructional school district employees or “**contractual personnel**” by requiring all non-instructional school district employees or contractual personnel who are permitted access on school grounds when students are present to undergo and pass “level 2 background screening,” and further I understand the Act defines “**contractual personnel**” to include any vendor, individual, or entity under contract with the Board.
5. I understand that pursuant to section 1012.465, Florida Statutes as amended by the Act, non-instructional school district employees or contractual personnel who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in sections 1012.32 and 435.04, Florida Statutes.
6. I understand that as a _____ (eg. a private bus

Type of entity

service contractor) all contractual personnel, as defined in section 1012.465, Florida Statutes, must meet level 2 screening requirements as outlined in sections 1012.32 and 435.04, Florida Statutes in order to do business with The School Board of Miami-Dade County, Florida.
7. I understand that “level 2 screening requirements,” as defined in sections 1012.32 and 435.04, Florida Statutes means that fingerprints of all contractual personnel must be obtained and submitted to the Florida Department of Law Enforcement for state processing and to the Federal Bureau of Investigation for federal processing.
8. I understand that the School Board will implement local procedures to comply with level 2 screening requirements, as defined in sections 1012.32 and 435.04. I understand that my company must comply with these local procedures as they are developed.
9. I understand that any costs and fees associated with the required background screening will be borne by my company.
10. I understand that any personnel of the contractor found through fingerprint processing and subsequent level 2 background screening to have been found guilty of, regardless of adjudication, or entered a plea of nolo contendere or guilty to any offense outlined in Section 435.04, Florida Statutes (or any similar statute of another jurisdiction), shall not be permitted to come onto school grounds or any leased premises where school-sponsored activities are taking place when students are present, shall not be permitted direct contact with students, and shall not be permitted to have access to school district funds.

11. I understand that the failure of any of the company's or my affected personnel to meet level 2 screening standards as required by section 1012.465, Florida Statutes, may disqualify my company from doing business with The School Board of Miami-Dade County, Florida.
12. I hereby certify that the foregoing statement is true and correct in relation to the company for which I am submitting this sworn statement. I further certify that this statement is being given knowingly and voluntarily by me on behalf of my company.

The company submitting this sworn statement agrees to be bound by the provisions of SECTIONS 1012.32, 1012.465, AND 435.04 OF THE FLORIDA STATUTES AS AMENDED BY HB 1877, THE JESSICA LUNSFORD ACT 2005.

I CERTIFY THAT THE SUBMISSION OF THIS FORM TO THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA ON BEHALF OF THE COMPANY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE BINDS THE COMPANY TO FULLY COMPLY WITH THE BACKGROUND SCREENING REQUIREMENTS OF SECTIONS 1012.32, 1012.465, AND 435.04, FLORIDA STATUTES.

(Signature)

Sworn to and subscribed before me this _____ day or _____, 20____.

Personally known _____

OR Produced Identification _____

Notary Public -State of _____

(Type of Identification)

My commission expires _____

(Printed typed or stamped commissioned name of notary public)

Vsl

FROM: _____

AFFIX
POSTAGE
HERE

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
BUREAU OF PROCUREMENT AND MATERIALS MANAGEMENT
ROOM NO. 351 BID BOX
1450 N.E. 2ND AVENUE
MIAMI, FLORIDA 33132

RFP #029-FF110
RFP TITLE: OUTSIDE AGENCIES TO OPERATE ALTERNATIVE EDUCATION PROGRAMS
RFP OPENING DATE: 2/07/06

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Bureau of Procurement and Materials Management

NOTICE OF PROSPECTIVE BIDDERS

NO BID

If not submitting a bid at this time, for informational purpose only, detach this sheet from the bid documents, complete the information requested, fold as indicated, staple, affix postage and return address, and mail. NO ENVELOPE IS NECESSARY.

NO BID SUBMITTED FOR REASON(S) CHECKED AND/OR INDICATED:

Our company does not handle this type of product/service.
We cannot meet the specifications nor provide an alternate equal product.
Our company is simply not interested in bidding at this time.
OTHER, (Please specify)

We do do not want to be retained on your mailing list for future bids for this type or product and/or service.

Signature _____

Title _____

Company _____

NOTE: Failure to respond, either by submitting a bid or this completed form, may result in your company being removed from the School Boards bid list. To qualify as a respondent to the bid, vendor must submit a *NO BID* .