

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New Contract **OTR** **Sole Source** **Bid Waiver** **Emergency** Previous Contract/Project No. **SS9166-4/15-4**
 Re-Bid **Other** LIVING WAGE APPLIES: **YES** **NO**

Requisition No./Project No.: **RQCO1500006** TERM OF CONTRACT: **3** YEAR(S) WITH **3** YEAR(S) OTR

Requisition /Project Title: **GALILEO ON-LINE REGISTRATION SYSTEM**

Description: To establish a legacy contract for the Miami Dade Community Action and Human Services Department (CAHSD) to purchase continued software licenses, maintenance support, and professional services for the existing Galileo Online Assessment Tools.

Issuing Department: **ISD** Contact Person: **Margaret Brown** Phone: **305 375 4914**
 Estimate Cost: **250,000** Funding Source: **GENERAL** **FEDERAL** **OTHER**

ANALYSIS

Commodity Codes: 205-64 [] [] [] []

Contract/Project History of previous purchases three (3) years
 Check here if this is a new contract/purchase with no previous history.

	EXISTING	2ND YEAR	3RD YEAR
Contractor:	Assessment Technology, Inc.		
Small Business Enterprise:			
Contract Value:	\$68,071.00	\$	\$
Comments:	[]		

Continued on another page (s): **YES** **NO**

RECOMMENDATIONS

SBE	Set-aside	Sub-contractor goal	Bid preference	Selection factor
	[]	[]	[]	[]
Basis of recommendation: []				
Signed: Margaret Brown		Date sent to SBD: 9/2/15		
		Date returned to DPM: []		



INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT SERVICES

Justification/Input Document for Non-Competitive Acquisition

It is the policy of Miami-Dade County to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes consultation with Internal Service Department's procurement staff can help avoid delays and facilitates effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to ISD for approval and execution in order to waive the competitive bid/proposal process.

Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process:

Department:	Community Action and Human Services Department		
Contact Person:	Theresa Hill-Lundy	Phone Number:	786-469-4602
Requisition No.:		Estimated Value:	
Proposed Vendor:	ASSESSMENT TECHNOLOGY INCORPORATED,		
Previous Contract Number:	SS9166-4/15-4	Previous Contract Value:	\$340,355.00 (\$68,071 x 5yrs.)

Purpose of the Purchase

Please describe your minimum requirements and the benefits of making the acquisition.

The Community Action and Human Services Department has been utilizing the Galileo system since 1999 to provide a comprehensive assessment and evaluation to all of the children participating in the Head Start program.

Best Interest of the County / Uniqueness of Product

Please provide a detailed description as to why a waiver of formal bidding is in the County's best interest (e.g., product standardization, compatibility, proprietary access or distributorship, how vendor is uniquely qualified to provide the needed product or service, etc.). Please note that a lack of advance planning is not an acceptable justification for a non-competitive acquisition.

The Community Action and Human Services Department has been utilizing the Galileo system for over the past 15 years to provide and evaluate cognitive, physical development, linguistic development and socio-emotional assessments to children participating in the Head Start program. This program is the proprietary property of Assessment Technology Incorporated and is not available from any other software supplier or developer. The Galileo system provides a reliable and valid measurement system to assess children's learning and growth. It is unique in its scientific properties of measurement which cannot be replicated. Such a measurement system is required by the Office of Head Start as part of its ongoing commitment to children's growth along with an emphasis on program accountability.



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Market Research

Please describe your market research and the results thereof. This should include a description of other, similar sources or products available in the market if any and why they are not acceptable.

Market research identified other assessment and evaluation software; however the Galileo system has been customized to meet the program needs of CAHSD as well as the Head Start Performance Standards. Market research further indicates that all other assessment systems are not as reliable or valid and do not have the systems for analysis of data required by the United States Department of health and Human Services Office Division of Administration for Children and Families.

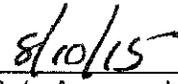
The market confirmed that Galileo is proprietary to Assessment Technology Incorporated.

Proposed Actions

Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.

Based on the Head Start Performance Standards and the program needs the department will formulate criteria necessary to engage in full and open competition by software developers prior to future acquisitions. The engagement in full and open competition will be taken in full consultation with parents and the Head Start Policy Council as mandated by the Head Start regulations.


Department Director's Approval


Date Approved



QUOTATION

Miami Dade County CAA
Angela McCoy
701 NW 1st Court, Suite 10-103
Miami, FL 33136

Phone: (786)469-4694

Date: September 2,
2015

Galileo Online License Renewal HS/EHS: 2015-2016 Program Year (11/27/15 – 11/26/16)

Galileo Online – allows programs to easily and efficiently integrate assessment, screening, lesson planning, classroom activities, and outcome documentation. Galileo allows data to be stored in one database through the Internet, which makes it possible to aggregate information from multiple sites without incurring the expense of setting up an intranet.	\$260/per class x 448 = \$116,480
FULL IMPLEMENTATION DISCOUNT-	- \$ 34,326.00
Online Reporter- allows programs to aggregate data and access reports online.	\$ 557.00
TOTAL	\$82,711.00

Galileo Professional Development

GALILEO PROFESSIONAL DEVELOPMENT - 2 Days of Fundamentals of Galileo Online On-site Training	Complimentary
ATI staff trainer will come to your facility to deliver a one-day onsite professional development sessions on the “Fundamentals of Galileo” conducted by one PD Specialist on an agreed upon date.	2 Days
TOTAL	\$0.00

NOTE: Galileo Online is available to renew through an annual renewable user fee subscription. Pricing does not include any applicable shipping or taxes.

Craig Mayhew

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