

Date: July 16, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

From: Daniella Levine Cava *Daniella Levine Cava*
Mayor

Agenda Item No. 8(P)(5)

Resolution No. R-708-25

Subject: Request for Additional Time and Expenditure Authority to Prequalification Pool RTQ-00410, Head Start/Early Head Start Program Related Services

Summary

This item is requesting additional time and expenditure authority to allow the Community Action and Human Services Department (CAHSD) to purchase Head Start/Early Head Start program related services. This program serves over 7,000 children, ages birth to five years, and their families, inclusive of children with special needs. The additional expenditure will cover upcoming pre-service activities and will provide continuity of services to the program for an additional five years. The program is 100% funded by Federal Funds.

CAHSD confirmed that the pool is meeting its needs, and there is satisfactory participation from prequalified vendors. The pool requirements have not changed, and it is further anticipated that if the pool was resolicited, the same vendors would prequalify. As this is an open pool, market research and outreach were conducted to identify additional vendors via INFORMS and DemandStar notices. This extension will allow existing prequalified vendors to remain in the pool provided they continue to meet the requirements, resulting in greater efficiency for both existing vendors and the County due to a reduction in administrative work. Continuing with the current pool will allow existing vendors to focus on accessing bid opportunities, as opposed to repeating prequalification information. To encourage participation, outreach events are held on an ongoing basis to inform vendors about pool opportunities and the benefits of becoming prequalified. Therefore, a five-year extension is being requested to take advantage of all the on-going efforts and efficiencies built into the existing pool, ensuring continued growth and effectiveness. Additionally, extension of the pool will continue to streamline processes and reduce time to procure these goods and services, saving the County time and money and reducing administrative barriers for our vendors.

Recommendation

It is recommended that the Board of County Commissioners (Board) authorize extending *Prequalification Pool No. RTQ-00410, Head Start/Early Head Start Program Related Services* for five years and additional expenditure authority in the amount of \$7,000,000 for CAHSD. An extension to the current pool is recommended to allow CAHSD to continue to competitively solicit the services to support its operational needs. Currently, there are ten prequalified vendors within the pool, two of which have local addresses. This pool will remain open and additional qualified vendors may be added at any time.

Background

This pool was established by the Board on March 7, 2017, through Resolution No. R-232-17, in the amount of \$5,850,000 for a nine-year term. The pool was subsequently modified for additional expenditure of \$1,170,000, for a cumulative value of \$7,020,000.

CAHSD uses this pool to purchase Head Start/Early Head Start program related services including, but not limited to, health, nutrition, and safety training; diagnostic and therapeutic services; organizational analysis and support services; museum and cultural arts services; and continuing education and

certification services. The program tracks teachers by areas of need and provides trainings to address the needs. This method allows for staff to get the most out of the trainings and ensures that the program continues to offer high quality services.

Scope

The impact of this item is countywide in nature.

Delegated Authority

There is no additional delegation of authority sought in this item as the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the Board, exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and add vendors to the pool at any time, subject to ratification by the Board on a bi-annual basis, was granted when the pool was established. Any contract award under the prequalification pool exceeding \$5,000,000 is subject to ratification by the Board.

Fiscal Impact/Funding Source

The pool expires on March 31, 2026, and has an existing cumulative allocation of \$7,020,000. If this request is approved, the pool will have a modified cumulative allocation of \$14,020,000. The requested increase in expenditure authority is based on the department's current and anticipated operational needs for the continuation of the pool term.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Pool Manager
CAHSD	\$7,020,000	\$7,000,000	\$14,020,000	Federal Funds	Pierson Sherwood
Total	\$7,020,000	\$7,000,000	\$14,020,000		

Track Record/Monitor

Pearl Bethel of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

Prequalified Vendors

Vendor	Principal Address	Local Address	Principal
Accelerate Learning Inc.	5177 Richmond Avenue Suite 800 Houston, TX	None	Stephen Amante
Barry University, Inc.	11300 NE 2 Avenue Miami, FL	Same	Michael Allen
Discovery Source, Inc.	1574 Parkview Drive Vista, CA	None	Scahill David, Sr.
Frog Street Press LLC	530 S. Nolen Drive Southlake, TX	None	Joseph Looney
Imagine Learning, Inc.	382 W Park Circle Suite 100 Provo, UT 84604	None	David Alderslade
Kaplan Early Learning Company	1310 Lewisville Clemmons Road Lewisville, NC	None	Matthew B. Marceron
Music Partners, Inc.	10331 SW 44 Street Miami, FL	Same	Joy Galliford
Teaching Strategies LLC	4500 East-West Highway Suite 300 Bethesda, MD	None	John Olsen

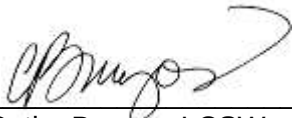
Vendor	Principal Address	Local Address	Principal
University of Florida	24 Tigert Hall Gainesville, FL	None	Tiffany M. Schmidt
Western Kentucky University Research	1906 College Heights Boulevard Bowling Green, KY	None	Dr. Marce Verzaro- Obrien

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues through various vendor responsibility lists and a keyword internet search. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. The vendors listed have successfully completed the compliance process. The SPD compliance process is ongoing for other vendors not included in the list. There were no adverse findings relating to vendor responsibility.

Applicability of Ordinances and Contract Measures

- The two percent User Access Program does not apply due to the federal funding.
- Small Business Enterprise measures and Local Preference do not apply due to the federal funding.
- The Living Wage Ordinance does not apply.



Cathy Burgos, LCSW
Chief Community Services Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: July 16, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(5)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, majority plus one ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3) (h) or (4)(c) ____, CDMP 9 vote requirement per 2-116.1(4)(c) (2) ____) to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved Danielle Laine Carr Mayor
Veto _____
Override _____

Agenda Item No. 8(P)(5)
7-16-25

RESOLUTION NO. R-708-25

RESOLUTION AUTHORIZING ADDITIONAL TIME OF FIVE YEARS AND EXPENDITURE AUTHORITY UP TO \$7,000,000.00 FOR A TOTAL MODIFIED CUMULATIVE POOL AMOUNT OF \$14,020,000.00 FOR PREQUALIFICATION POOL NO. RTQ-00410 FOR THE PURCHASE OF HEAD START/EARLY HEAD START PROGRAM RELATED SERVICES FOR THE COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT; PROVIDED THAT ANY CONTRACT AWARD UNDER THE PREQUALIFICATION POOL EXCEEDING \$5,000,000.00 IS SUBJECT TO RATIFICATION BY THE BOARD

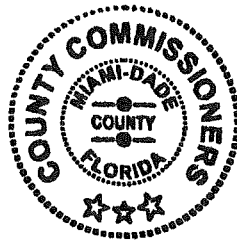
WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes additional time of five years and expenditure authority up to \$7,000,000.00 for a total modified cumulative pool amount of \$14,020,000.00 for Prequalification Pool No. RTQ-00410 for the purchase of Head Start/Early Head Start Program Related Services for the Community Action and Human Services Department; provided that any contract award under the prequalification pool exceeding \$5,000,000.00 is subject to ratification by the Board. A copy of the pool documents is on file with and available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner **Marleine Bastien**, who moved its adoption. The motion was seconded by Commissioner **Danielle Cohen Higgins** and upon being put to a vote, the vote was as follows:

Anthony Rodriguez, Chairman	aye		
Kionne L. McGhee, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Sen. René García	aye	Oliver G. Gilbert, III	aye
Roberto J. Gonzalez	aye	Keon Hardemon	absent
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Natalie Milian Orbis	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 16th day of July, 2025. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Eduardo W. Gonzalez