



Item:

Recommendation for Award – RFP 2023-01 Afterschool Programming

Requested Action:

The Board is asked to:

Approve the recommendation to award the contract for RFP 2023-01, Afterschool Programming in the amount of \$1,000,000; and

- 1) Authorize the Executive Director to negotiate and execute agreements with Kids Count in Alachua County, Gainesville Area Community Tennis Association, Boys and Girls Club, Girls Place, Deeper Purpose Community Church, and Gainesville Circus Center.

Background:

In making this recommendation, the process described below was used in accordance with Board Policy 6.50 C – Competitive Sealed Proposals.

Description of Process

- 1) The RFP was reviewed and approved for release by the Board on May 12, 2023 through Resolution 2023-06.
- 2) A notice of Request for Proposals was advertised in The Gainesville Sun (***See Public Notice***).
- 3) The RFP, which can be found below contains the provisions approved by the Board. [2023-01 Afterschool Programming Request for Proposal \(RFP\) | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](https://www.childrenstrustofalachuacounty.us) . **Pages 5-18 are attached.**
 - a) The minimum qualifications to bid on page 6 of the RFP.
 - b) The RFP Scope of Services on page 6-12.
 - c) The evaluation criteria are defined on pages 12 and 13 of the RFP.
- 4) During the 35-day proposal preparation period questions were submitted concerning the project. Responses to these questions were approved by CTAC and posted on the agency website in the form of addenda. The following addenda were reviewed and approved by CTAC staff and posted on the following dates:
 - a) ***Addendum No. 01 – Wednesday, May 17, 2023***

b) Addendum No. 02 – Friday, May 26, 2023

- 5) As of June 16, 2023, 3:00 PM, 11 responses were submitted. (**See “Bid Opening”**).
- 6) Five proposals were found to be non-responsive or late for this RFP.
 1. Gator Junior Golf-No DCF license
 2. I Am Stem, LLC- Late and missing application attachments.
 3. Mirror image Education & Leadership, Inc-No DCF license
 4. NCFYMCA-Missing application and attachments
 5. Wille Mae Stokes Community Center-Missing application attachments
- 7) An evaluation scoring sheet was developed, utilizing the criteria specified in the RFP. The process utilized to evaluate and score the proposals is as follows:
 - a) The evaluation scoring sheets were filled out independently by the Review Team, composed of Jenn Faber (FACCT), Takela Perry (Santa Fe Community College), Shannon Ritter (Alachua County Public Schools), and Kevin Berry (Alachua County Public Schools, FCGLR).
 - b) All proposals were examined for proper form by the RFP Project Manager. The project manager also calculated the scores for any criteria that was “objective”. The objective criteria for this RFP were 10 bonus points for operating 5 days a week and 10 bonus points for being a site in a rural or unincorporated area.
 - c) Interviews/site visits were not conducted.
 - d) A public meeting to discuss the scoring was held on June 28, 2023. As a result of that meeting, a consensus score was developed.
 - e) The results of the evaluation team were presented in written form to the Executive Director.
- 8) Attached are the scores for each accepted applicants resulting from the evaluation.

Award Recommendation

Taking into consideration the review process described below, Board Policy 6.50, C,9 tasks the Executive Director with making a recommendation. The Executive Director recommends the selection of Kids Count in Alachua County, Gainesville Area Community Tennis Association, Boys and Girls Club, Girls Place, Deeper Purpose, and Gainesville Circus Center. **for** \$1,000,000 to provide the required services as specified below:

“The Contractor will be responsible for providing quality afterschool programming to host kindergarteners (five years old on or before September 1st through 12th grade from low-income families in safe and enriching afterschool programming for the 2023-2024 school calendar year.”

This recommendation was based on the scoring per the evaluation criteria.

The selection of the Contractor shall be announced as provided in the RFP and all other proposers shall be officially notified once the Board approves the award recommendation. (Copy of the draft intent to award notification is enclosed.)

Attachments:

Public Notice
RFP Pages 5-18
Addendum No. 1
Addendum No. 2
Bid Opening
Scoring Summary

Programmatic Impact:

Goal 2-All children can learn with they need to be successful.

Fiscal Impact:

\$1,000,000 from 001.15.1500.569.82.22

Recommendation:

Staff recommends approval.