

Financial Services
Mrs. Judith M. Marte, Chief Financial Officer

**SUBJECT: AWARD RFP NO. RFP-15-017-YWP – ONLINE BACKGROUND
SCREENING**

COMMITTEE: FISCAL ACCOUNTABILITY

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

Procurement Management Services, at the request of The Office of Community Engagement, released the above-referenced solicitation. The purpose of this Request for Proposal is to select qualified and experienced vendor(s) to perform background screenings for volunteers located at all schools and district locations, for The School Board of Miami-Dade County, Florida. To ensure compliance of Board Policy 2430.01, *School Volunteers*, the District completes two levels of background screenings, Level 1 and Level 2. This RFP is for Level 1 background screening for volunteers participating in the following activities: The Arts, Classroom Support, Clerical, Dade Partner, Day Chaperone, EESAC, Library/Media, PTA/PTSA, Tutor, and Speaker/Presenter. Level 1 background screening consists of an ID Verification, Sexual Predator and National Criminal background search.

Miami-Dade County Public Schools Police Department will continue to provide Level 2 fingerprint background screenings for volunteers who participate in the following activities: Mentor, Overnight Chaperone, Physical Education Assistant, and/or District/Region Volunteer. The safety of students and employees is of utmost priority and therefore all volunteers are background screened and approved by the District prior to volunteering within Miami-Dade County Public Schools.

This RFP was advertised on the Miami-Dade County Public Schools Procurement Management Services' website, the DemandStar website, *The Miami Times*, *Diario Las Americas* newspapers, Bid Net and Florida Bid, as well as emailed to 31 potential bidders.

The initial term of the bid shall be for a one (1) year period, commencing July 1, 2016 through June 30, 2017, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidder(s), be extended for two (2) additional one (1) year periods.

Strategies were employed to increase SBE/MBE participation however, during the Goal Setting Committee meeting; the recommendation for this solicitation was to be open, not sheltered, as a large number of SBE/MBE vendors were not identified within the commodity code(s).

E-143

Seven vendors, Verified Volunteers, Pre-employ, Pinkerton Consulting & Investigations, Inc., J.D. Palatine, Raptor Technologies, LLC., Castle Branch and V.O.K. Protective Services responded to this advertised solicitation. The Selection Committee members recommended conducting oral presentations with the following three highest ranked vendors: Verified Volunteers; Pre-employ; and Pinkerton Consulting & Investigations, Inc. After considerable discussion and the best and final pricing of \$2.50 per participant/group, the selection committee has recommended the award to one (1) vendor, Verified Volunteers, Inc.

Fund Source
Various

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

1. AWARD RFP No. RFP-15-017-YWP – ONLINE BACKGROUND SCREENING, to select qualified and experienced vendor(s) to perform background screenings for volunteers located at all schools and district locations, for The School Board of Miami-Dade County, Florida, effective July 1, 2016 through June 30, 2017, and may, by mutual agreement between The School Board of Miami-Dade County, Florida and the successful bidder, be extended for two (2) additional one (1) year extension periods thereto, as follows:

VERIFIED VOLUNTEERS
113 SOUTH COLLEGE AVENUE
FT. COLLINS, CO 80524
OWNER/OFFICER: KATIE ZWETZIG, EXECUTIVE
DIRECTOR

2. AUTHORIZE Procurement Management Services to purchase on-line background screenings for volunteers located at all schools and district locations, for up to the total estimated amount of \$100,000, for the initial contract term, and an amount not to exceed \$100,000, for each subsequent one (1) year extension period(s). Board authorization of this recommendation does not mean the amount shown will be expended.

JMM/ywp