



**APPROVED SPECIAL BOARD OF DIRECTORS MEETING
TUESDAY, AUGUST 26, 2008**

Members Present

Christina Worley
Barbara Weinstein
John O'Malley
Kristen Pressly
Kerry Perl
Marsha Fishbane
Nicole Matlock
Patrick Cannan
Perry Borman
Ruth Doran
Roanne Moreno
Wanda Baldwin
Tana Ebbole
Traver Gruen-Kennedy

Members Absent

Kenneth Kahn
Leondrae Camel
Carmen Nicholas
Philippe Jeck
Alvin Leaks

Guests

Barry Miller
Gail Fabian
Mark Gross
Ainsworth Geddes

Ex-officio

Warren Eldridge
Vivian Blackmon-Taylor
Mike Sothen
Christie Young
Ginger Gladden

These minutes summarize key action items of the meeting of the Board of Directors for the Early Learning Coalition. They do not include all issues discussed. A transcript of the meeting by recorded audiotape is the official record and is available to all interested parties.

CALL TO ORDER

Chair Traver Gruen-Kennedy called the meeting to order at 4:01 p.m. Staff took attendance. A quorum of voting members was established.

CHAIR COMMENTS (Traver Gruen-Kennedy)

The Chair stated the Coalition Board was asked to select a successful proposer in which to enter into a contract whose proposal is determined to be most advantageous to the State and taking into consideration the price and other criteria set forth in the Request for Proposal (RFP). The Chair stated this was a special Board of Directors meeting to deal with a single issue.

NEW BUSINESS

Vivian Blackmon-Taylor reported that on March 17, 2008 the Early Learning Coalition of Palm Beach County, Inc. released an RFP for the Delivery of School Readiness and Voluntary Prekindergarten Child Care Resource and Referral, Eligibility and Enrollment, and Fiscal Administration Services. Proposals were received from two vendors: Arbor E&T, LLC and Family Central, Inc.

RFP Scoring Results

Vivian Blackmon-Taylor also reported that each member assessed the two proposals using the RFP rating tool that was identified as appendix D in the RFP. There were nine sections of the RFP rating tool that were scored. The scores from each section were totaled so that each proposal was awarded

a total point value by each committee member. The total score for each proposal that was the highest and lowest were thrown out. The remaining scores for each proposal were averaged for the final proposal score for each vendor.

The scores for each proposal: Arbor E&T's total score was 429.25 points and Family Central's total score was 461.53 points. A total of 513 points were possible.

Budgets for Each Vendor for Initial Contract and Potential Two 1 Year Renewals

It was requested that the budget be separated into two program areas, School Readiness and Volunteer Prekindergarten (VPK) services. Family Central's proposed budget for January 1, 2009 through June 30, 2009 for School Readiness is \$1,982,708 and for VPK is \$414,225. Arbor E&T budget for January 1, 2009 through June 30, 2009 for services were combined for a total of \$2,961,535. For fiscal year 2009-2010 Family Central's proposed budget for School Readiness is \$3,995,725 and \$838,289 for VPK services. Arbor E&T's proposed budget for services were combined for a total of \$5,584,676. For fiscal year 2010-2011 Family Central's proposed budget for School Readiness is \$4,122,272 and \$860,157 for VPK services. Arbor E&T's proposed budget for services were combined for a total of \$5,761,855.

Family Central scores were higher in all program areas and operational aspects of the services requested. Also, Family Central's three proposed budgets came in lower than Arbor E&T's three proposed budgets. Staff recommends that the Board approve the Procurement Committee's recommendation and issue a notice of Intended Award of Contract for Child Care Resource and Referral, Eligibility and Enrollment and Fiscal Administration for School Readiness and Voluntary Prekindergarten Services to Family Central, Inc.

Tana Ebbole motioned, Dr. Roanne Moreno seconded, and the Board unanimously voted to recommend allowing the Procurement Committee Intent to Award of Contract to Family Central, Inc.

NEXT MEETING

September 9, 2008

ADJOURNMENT

Dr. Roanne Moreno motioned, Tana Ebbole seconded, and the Board unanimously voted to adjourn the meeting. The Chair adjourned the meeting at approximately 4:15 p.m.