

## **Children's Services Council of Okeechobee County Request for Proposal**

The Children's Services Council of Okeechobee County is an independent taxing district created to plan, fund and coordinate social services for children of Okeechobee County, Florida.

The Children's Services Council of Okeechobee County Request for Proposals (RFP) seeks proposals from governmental, legally incorporated, not-for-profit and for-profit organizations for the purpose of improving services to the children of Okeechobee County, by providing new and expanded services for priority need areas. Approximately \$300,000.00 is available.

All arrangements resulting from the RFP process will be concluded upon the approval of the Children's Services Council of Okeechobee County. The competitive process includes the following steps:

1. Mandatory Pre RFP Meeting - potential grant recipients **are required** to attend a meeting to receive information needed to write the application. **ALL AGENCIES ARE REQUIRED TO ATTEND THIS MEETING.** The agencies will receive the grant via e-mail. Meeting will be held on Tuesday, March 5 at 4:00 p.m., at the Okeechobee County School Board, Room 303.
2. Submission of proposals Tuesday, April 23, 2019 no later than **3:00 p.m.** (CHILDREN'S SERVICES COUNCIL clock). No faxes or e-mail applications will be accepted.
  - a. Interview with RFP Selection Sub-Committee Tuesday, May 14, 2019.
3. Council makes preliminary decisions regarding RFP proposals Thursday, June 13, 2019.
4. Council final action of RFP's September 2019.
5. Contract Dates – October 1, 2019 through September 30, 2020.
6. Applicants whose proposals were not recommended for funding will have until noon on June 2, 2019 to request in writing, a reconsideration of the committee's recommendation. The proposer would appear before the entire Council and submit additional information for the Council's reconsideration.

All proposals (one original and eight copies) must be received in a sealed packet at the Children's Services Council office at 700 S.W. 2nd Avenue, Room 104, Okeechobee, Florida 34974, no later than 3:00 p.m. (Children's Services Council clock), Tuesday, April 23, 2019. The proposals must be signed by an official authorized to bind the organization to the proposed activity. All packets will be publicly opened and recorded immediately following the submission deadline date and time. Any packet that is incomplete will not be accepted. Any packet that is not turned in to the CHILDREN'S SERVICES COUNCIL office by the **3:00 p.m.** deadline will not be accepted by the office. A written appeal for reconsideration to the Council will be accepted at the next regularly scheduled meeting.

The Children's Services Council reserves the right to reject any or all proposals, to waive any non-substantive deficiency or irregularity and to award a contract in what it believes to be the best interest of the Children's Services Council and the public.

Any questions or requests for further information regarding this RFP can be directed to Cathleen Blair, Executive Director, Children's Services Council of Okeechobee County, at 863-610-0176 or Ken Kenworthy, Chairperson, at 462-5000.