

ELCHC Request For Proposal: Public Call-Thursdays, September 19, 2024

Call to Order:

Gary Meyer, Chief Financial Officer of the Early Learning Coalition of Hillsborough County called the Request For Proposal Public Meeting to order at 1:00 pm EST.

Introduction & Greeting

Gary stated he would be recording the call for public record. Gary also introduced Yarima Hernandez Tamayo, Manager of Finance & Accounting, Nancy Will, Executive Assistant to Chief Executive Officer, Dr. Frederick Hicks and Dennis Hebert, IT specialist.

Mr. Meyer asked for anyone on the call to introduce themselves. The only participants on the call were the people introduced at the start of the meeting. IT specialist, Dennis Hebert confirmed that no one from the public was on the call. Nancy Will confirmed there was no public comment.

Mr. Meyer shared that the ELCHC was in the cone of silence period as the formal Question and Answer period has closed, and the RFP's are in the process of being collected and scored.

Opening of Bids

Mr. Meyer proceeded with bid openings received before the posted deadline of September 19, 2024, at 12:00 noon EST.

Mr. Meyer shared his screen all on the call and confirmed everyone on the call could see his screen. Mr. Meyer opened up each bid and confirmed the name of the person who sent their proposal, the company they represent and the date and time each proposal was received to ensure each bid met the deadline of September 19, 2024, at 12:00 noon EST.

1. HCT Certified Public Accountants & Consultants, LLC was the first bid opened, and Mr. Meyer verified the date and time received: Wednesday, September 18, 2024 at 9:47 am. Mr. Meyer unsealed (opened) the MBE certification, and the RFP proposal application.
2. John Duffy with Moss Krusick (MKA CPAs and Advisors): date and time received was September 17, 2024 at 1:02 pm. Mr. Meyer unsealed the RFP proposal application.
3. Michelle Gonzalez from MSL CPA & Advisors received Thursday, Sept. 19, 2024 at 9:10 am. Mr. Meyer went on to open the sealed bid. Confirmed receipt of proposal.

Dennis Hebert, ELCHC IT specialist, confirmed there were no spam proposals in the ELCHC spam folder. Mr. Meyer closed the bid opening.

Adjournment

Gary Meyer, Chief Financial Officer adjourned the meeting at 1:09 pm EST.