

**The Children's Trust
Single Source Procurement
Reach Out and Read Services**

This description of services is intended to result in a contract with one provider as a single source for the services described below. This notice is posted on March 16, 2018 by The Children's Trust for a period of seven business days, through midnight on March 27, 2018.

Funding

Total funding available is \$355,664.00 for 12 months. Services are contracted for a period of 12 months, commencing August 1, 2018, through July 31, 2019. Annual renewal, based on satisfactory performance of a single source contract, is permitted in which there is no other provider for such a service.

Service Requested

The Children's Trust seeks to procure the services of an agency to implement the national evidence-based program [Reach Out and Read \(ROR\)](http://reachoutandread.org/our-impact/reach-out-and-read-the-evidence/). The ROR model promotes early literacy and school readiness strategies within pediatric offices by giving new books to children and advice to parents from their doctors about the importance of reading aloud with young children. The program builds on the unique relationship between parents and medical providers to develop critical early reading skills in children beginning at infancy. Families participating in ROR have been found to read together more often and their children enter kindergarten better prepared to succeed, with larger vocabularies, stronger language skills and a three-to-six month developmental edge over their peers. This evidence and more is referenced on the ROR website (<http://reachoutandread.org/our-impact/reach-out-and-read-the-evidence/>).

Service Requirements

The selected agency must be a ROR affiliate sanctioned and overseen by the ROR National Center to implement with fidelity all the ROR-required components at program sites throughout Miami-Dade County. These components include but are not limited to the following:

- Maintain a formal partnership with 60 or more pediatric providers who will distribute children's books during well-child visits, replacing the existing locations with new sites if an existing provider drops out of the program. Physicians must assess the child's development and provide anticipatory guidance to parents/caregivers about the importance of literacy and reading aloud.
- As applicable, assist sites in the completion of a formal application to the ROR National Center where medical providers complete the ROR national training requirement online and receive 1.25 Certified Medical Education (CME) credits and site acceptance into the program.
- Provide appropriate ROR training to new and existing sites.
- Order, code for age/developmental level and deliver books to sites.

- Provide physicians with guidance to enhance waiting rooms that promote literacy. This includes putting up posters celebrating reading, creating a quiet reading corner, making a variety of children's books and magazines available, and limiting TV exposure.
- Provide program staff to assist sites with start-up activities, ongoing activities, submission of reports to the national program center and support for existing site's staff.
- All sites are to be supported at a minimum on a monthly basis through program staff visits using the ROR fidelity checklist to ensure ROR is part of standard pediatric practices in the clinic, to restock book inventory and to offer technical assistance.
- Provide anticipatory guidance to parents/caregivers by modeling dialogic read aloud techniques with families and children during sessions conducted in selected physician waiting rooms.
- Gauge the effectiveness of the physician's guidance and recommendations regarding early reading. This is to be done by surveying a percentage of parents on a regular basis to assess their perception of what the physician conveyed about the importance of early literacy and reading with their child, as well as the number of times their child is read to per week.

Qualifications

- The selected agency must be a ROR affiliate sanctioned and overseen by the ROR National Center to implement with fidelity all the ROR required components at program sites throughout Miami-Dade County.
- The selected agency must meet The Children's Trust eligibility criteria. The criteria can be found on The Children's Trust website: <https://www.thechildrenstrust.org/content/eligible-applicants>

Fiscal Soundness

The Children's Trust seeks to fund projects that will operate in a fiscally sound manner. The Children's Trust will review fiscal solvency utilizing a three-prong ratio test from information included in the audited financial statements. The fiscal soundness requirements can be found on The Children's Trust website: <https://www.thechildrenstrust.org/content/general-programmatic-funding-requirements>

Submission

Responses must be submitted electronically to grants@thechildrenstrust.org using Reach Out and Read in the subject line.

Responses should include:

- Agency Federal Employer Identification Number
- Statement describing agency's ability to provide services as described
- Evidence of ROR affiliate status
- Agency's most current financial statement audit

The Children's Trust shall provide notice of its intended decision to enter a single-source purchase contract. All such awards must be approved by the board of The Children's Trust.

Official date and time for availability posted: **March 16, 2018 at 5:01 p.m.**

Official last date and time for receipt of information: **March 27, 2018 at 11:59 p.m.**