SINGLE SOURCE AWARD **BID # SS-10518-21**

Subject: Summer Camp Field Trips

Department: Kids Hope Alliance

Description of Purchase: Recommend approval to increase the single source award by $22,250.00 to various vendors referenced in the attached memo for summer camp field trip entrance fees. Total revised estimated expenditure amount is $122,250.00.

Funding Source: 10901.181001.582001.000000.00000455.00000.0000000

Single Source Award To: Various Vendors

Price Justification: See Attached

Total Award: $122,250.00 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Awards

Certification as to Single Source: Saralyn Grass, Chief Administrative Officer, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

Date: July 20, 2021

To: Greg Pease, Chief
Procurement Division

From: Dr. Saralyn Grass, Chief Administrative Officer
Kids Hope Alliance

Subject: Request to Amend Single Source Award BID #: SS-10518-21–
Summer Camp Field Trips

Due to increase participation in the Summer Camp Field Trip Initiative, Kids Hope Alliance requests to increase the Total Award Amount by $22,250.00 changing the amount not to exceed from $100,000.00 to $122,250.00. All other terms and conditions will remain the same.

FUNDING SOURCE:

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181001	582001	000000	00000455	00000	0000000

If you need additional information, please feel free to contact me at (904) 255-4404.

Cc: Kenneth Darity, Chief Programs Officer, KHA
Deborah Sibley, Assistant Director, Contract Management, KHA
April Hart, Director of Finance, KHA
Joyce Watson, Director, Administration, Contracts and Purchasing

SINGLE SOURCE AWARD **BID # SS-10518-21**

Subject: Summer Camp Field Trips

Department: Kids Hope Alliance

Description of Purchase: Recommend approval of single source award to various vendors as outlined in the attached memo for summer camp field trip entrance fees. Period of service is from date of award through August 1, 2021. Total not to exceed expenditure amount is $100,000.00.

Funding Source: 10901.181001.582001.000000.00000455.00000.0000000

Single Source Award To: Various Vendors

Price Justification: See Attached

Total Award: $100,000.00 **Requisition #:** N/A

Attachments: Recommendation Memo, Single Source Form and Field Trip Schedule

Certification as to Single Source: Kenneth Darity, Chief Programs Officer, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Arnette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eichen
CHAIRMAN

DATE 6/17/2021

ACTION OF AWARDING AUTHORITY DATE 6/18/21

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

FORM GB-113, Revised 12/2007

SINGLE SOURCE AWARD

BID # SS-10518-21

Subject: Summer Camp Field Trips

Department: Kids Hope Alliance

Description of Purchase: Recommend approval of single source award to various vendors as outlined in the attached memo for summer camp field trip entrance fees. Period of service is from date of award through August 1, 2021. Total not to exceed expenditure amount is $100,000.00.

Funding Source: 10901.181001.582001.000000.00000455.00000.0000000

Single Source Award To: Various Vendors

Price Justification: See Attached

Total Award: $100,000.00 **Requisition #:** N/A

Attachments: Recommendation Memo, Single Source Form and Field Trip Schedule

Certification as to Single Source: Kenneth Darity, Chief Programs Officer, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Arnette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eichen
CHAIRMAN

DATE 6/17/2021

ACTION OF AWARDING AUTHORITY

DATE: 6/18/21

APPROVED ✓ BH

DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lonny Curry
Under Authority of:
Executive Order No: 2019-02

FORM GB-113, Revised 12/2007

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

Date: May 18, 2021

To: Greg Pease, Chief
Procurement Division

From: Kenneth Darity, Chief Programs Officer
Kids Hope Alliance

Subject: Summer Camp FY 21 Single Source Request – Field Trips

Kids Hope Alliance requests a single source award for entrance fees to non-profit field trip venues. This funding will be used to accommodate attendees at KHA-funded summer camps across all five essential service categories. Expenditures are not expected to exceed $100,000 and payments will be processed by check request.

These nine, non-profit field trip vendors include:

Boys' and Girl's Clubs of Northeast Florida, Inc.'s Camp Deep Pond
Cummer Museum
FSCJ Artist Series
Hands on Museum
Jacksonville Zoo and Gardens
Museum of Contemporary Art
Museum of Science and History
The Arts Corner
The Ritz Museum

FUNDING SOURCE:

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181001	582001	000000	00000455	00000	0000000

Please feel free to contact me at (904) 255-4422 if we need to further discuss this request.

Best,

Kenneth Darity
Kids Hope Alliance | Chief Programs Officer

1095 A. Philip Randolph Blvd. | Jacksonville, Florida 32206 | (904) 255-4466 F. (904)255-4500 www.kidshopealliance.org

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

REQUESTING AGENCY (DEPT./DIVISION): Kids Hope Alliance

FUNDING SOURCE: 10901.181001.582001.000000.00000455.00000.0000000

BRIEF DESCRIPTION OF GOODS/SERVICES:

Pay field trip entrance fees for KHA funded summer camps across all five essential service categories.

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

KHA will pay field trip entrance fees for students who attend Summer Camp across all five essential service categories. These field trips will take place at nine non-profit venues and include Boys and Girls Clubs of Northeast Florida, Inc.'s Camp Deep Pond, Cummer Museum, FSCJ Artist Series, Hands on Museum, Jax. Zoo, Museum of Contemporary Art, Museum of Science and History, The Arts Corner and The Ritz Museum.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

Each field trip vendor provides a unique experience. These experiences include painting, outdoor camping, museum tours, animal exhibits, virtual performances, art exhibits and cultural/historical tours.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

These unique experiences can only be provided at these nine Field Trip Venues.

Submitted by: Kenneth Darty (Name) Chief Program's Officer (Title)

Date: 5/18/21

Requesting Agency's Director's Signature: [signature]

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

Field Trip Information

Summer Camp 2021

Venue	Days & Hours of Operation	Chaperone to Student Ratio & Length of Field Trip	Contact Person's Name	Contact Person's Email/Phone & Website or Link to Online Form
Boys and Girls Clubs of Northeast Florida, Inc.'s Camp Deep Pond	9:30am-3:30pm	1:10 2-Day Adventure	Thomas Stinson	thomass@bgcnf.org (904) 396-4435, ext. 119 Website : www.bgcnf.org/camp-deep-pond
Cummer Museum	Tue. 11a-9p Wed. 11a-4p Thur. 11a-4p Fri. 11a-9p	1:10 45 min - 1.5 hrs.	Dulcie Hause	Dulcie Hause at SchoolTours@cummermuseum.org. Reservation Form: https://cummermuseum.wufoo.com/forms/kudr34g1ltdpyt/
FSCJ Artist Series	Virtual Available Anytime	N/A Unlimited	Cindy de Padua	groupsales@fscjartistseries.org 357-8935 Reservation Form: https://docs.google.com/forms/d/e/1FAIpQLSf0Q2RbC34JEkicQHScWSvCZD4i5iStph2xMXOpAtpl8IUbAA/viewform
Hands on Museum	Mon – Sat. 9:30a-5:00p	1:10 Unlimited	Trisha Whitmire	hocm2000@bellsouth.net 904-642-2688 Website: http://handsonchildrensmuseum.org/index.html

Venue	Days & Hours of Operation	Chaperone to Student Ratio & Length of Field Trip	Contact Person's Name	Contact Person's Email/Phone & Website or Link to Online Form
Jacksonville Zoo and Gardens	MWF 9am – 5pm	1:10 Unlimited	Emily Blum	blume@jacksonvillezoo.org, 904-757-4463, ext.158 Website: https://www.jacksonvillezoo.org/
Museum of Contemporary Art	M-F 9am – 4pm	1:30 1 Hour	Kiersten Barnes	k.barnes@unf.edu 904-620-4204 Website: https://mocajacksonville.unf.edu/
Museum of Science and History	Thur & Fri 10am-5pm	1:30 1 Hour	Alec Warren	education@themosh.org 904-396-6674, ext. 256 Reservation Form: www.themosh.org/educate/schools/fieldtrip
The Arts Corner Kidz Network, Inc.	Provider will visit site or deliver Virtual services.	1:12 1 Hour	Vivianne Davis	theartscorner@yahoo.com (904) 521-1870 Reservation Form: https://form.jotform.com/200435962650958
The Ritz Museum	M-F 10am-4pm	1:30 30 Minutes	Adonnica Toler	atoler@asmjax.com 904-807-2014 Website: https://www.ritzjacksonville.com/