SUBJECT: Ex-Offender Employee Program

BID #: ESC-0266-17 **OPEN DATE:** 10/12/16

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of executed contract with a one (1) year renewal option

FOR: GRANTS & CONTRACT COMPLIANCE

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 37 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award to Operation New Hope by $71,726.00 for the period ending September 30, 2017. Total revised not to exceed expenditure in the amount of $209,927.00.

Funding Source: RPBH019EP-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST _____ RESPECTFULLY SUBMITTED _____
ANNETTE BURNEY GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Damian Cook, Grant Administrator, Office of Grants & Contract Compliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING_____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER_____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED_____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

CITY OF JACKSONVILLE

Administration & Finance Department
Office of Grant and Contract Compliance

May 9, 2017

MEMORANDUM

TO: Greg Pease, Chief of Procurement Division

THRU: Damian Cook, Grant Administrator
Office of Grants & Contract Compliance

FROM: John Snyder, Human Services Planner III
Office of Grants & Contract Compliance

RE: **CSPEC Ex-Offender RFP-ESC-0345-16 Revised Award**

The Office of Grants and Compliance would like to clarify award dated 12/22/2016. Then reduce the award amount and the maximum indebtedness to Clara White Mission in award ESC-0345-16. On December 22, 2016, Clara White Mission's award was reduced by $83,640. These funds should not have been reduced from their award but encumbered with the awarded amount of $31,360 for a FY 17 contracted amount of $115,000. Additionally, Prisoners of Christ (POC) award was reduced by $42,842. These funds needed to be encumbered with the awarded amount of $272,158 for a FY contracted amount of $315,000.

The Office of Grants and Compliance would like to reduce Clara White's Maximum Indebtedness from $178,289 to $97,179. This office requests approval to award the additional dollars to Prisoners of Christ ($40,000) and Operation New Hope (ONH) from ESC-0266-17 ($41,113). Additionally, the office would like to use the remaining balance in account RPBH019EP-08201 ($30,613) to add to ONH award for a total increase to ONH of $71,726.

RFP #	Agency	Original Award	Awarded Maximum Indebtedness	Amended Award	Revised FY 17 Award	New Awarded Maximum Indebtedness	Accounting Maximum Indebtedness
ESC-0345-16	Clara White Mission	$115,000	$261,929	($81,113)	$33,887	$180,816	$97,176
ESC-0345-16	Prisoners of Christ	$315,000	$458,722	$40,000	$355,000	$498,722	$455,880
ESC-0266-17	Operation New Hope	$138,201	$138,201	$71,726	$209,927	$209,927	$209,927

Please find attached e-mails from Clara White Mission, Prisoners of Christ, and Operation New Hope. All funding comes from account RPBH019EP.

Thank you for considering our request. Please contact me at 255-8202 additional information is required.

SUBJECT: Ex-Offender Employee Program

BID #: ESC-0266-17 **OPEN DATE:** 10/12/16

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of executed contract with a one (1) year renewal option

FOR: GRANTS & CONTRACT COMPLIANCE

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 37 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to waive as a minor irregularity addendum #2 that was not submitted with Operation New Hope's response. The addendum has been received.

Recommend approval of award to the highest scoring responsive, responsible bidder, Operation New Hope, to provide Ex-Offender Employment Program services for one (1) year from date of executed contract. Total not to exceed expenditure in the amount of $138,201.00.

Funding Source: RPBH019EPP-08201 - To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation, Evaluation Matrix, Scope of Services and Scores

ANALYST _____ ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Damian Cook, Grant Administrator, Office of Grants & Contract Compliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 11-3-16

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 11/03/16

APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

Vendors - ESC-0345-16	Award 12/10/15	Increase 6/16/16	1st Renewal	Decrease 10/20/16	Decrease 12/22/16	Decrease pending	Revised 1st Renewal	New Vendor Total
CLARA WHITE MISSION	**$ 146,929.00**		**$ 115,000.00**			**$ (81,113.00)**	**$ 33,887.00**	**$ 180,816.00**
PRISONERS OF CHRIST	**$ 93,722.00**	**$ 50,000.00**	**$ 315,000.00**			**$ 40,000.00**	**$ 355,000.00**	**$ 498,722.00**
THE WOMEN'S CENTER	$ 126,083.00		$ 55,000.00	$ (55,000.00)			$ -	$ 126,083.00
OPERATION NEW HOPE	$ 251,467.00						$ -	$ 251,467.00
			$ 485,000.00	$ (55,000.00)	$ -	$ (41,113.00)	$ 388,887.00	$ 1,057,088.00
NTE	$ 618,201.00	$ 668,201.00	$ 1,153,201.00	$ 1,098,201.00	$ 1,098,201.00	$ 1,057,088.00		

Operation New Hope

CITY OF JACKSONVILLE

Administration & Finance Department
Office of Grant and Contract Compliance

May 9, 2017

MEMORANDUM

TO: Greg Pease, Chief of Procurement Division

THRU: Damian Cook, Grant Administrator
Office of Grants & Contract Compliance

FROM: John Snyder, Human Services Planner III
Office of Grants & Contract Compliance

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The Office of Grants and Compliance would like to reduce Clara White's Maximum Indebtedness from $178,289 to $97,179. This office requests approval to award the additional dollars to Prisoners of Christ ($40,000) and Operation New Hope (ONH) from ESC-0266-17 ($41,113). Additionally, the office would like to use the remaining balance in account RPBH019EP-08201 ($30,613) to add to ONH award for a total increase to ONH of $71,726.

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Please find attached e-mails from Clara White Mission, Prisoners of Christ, and Operation New Hope. All funding comes from account RPBH019EP.

Thank you for considering our request. Please contact me at 255-8202 additional information is required.