SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17 **OPEN DATE: 3/15/2017**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: **145** NUMBER RECEIVED: **37** OTHER: **1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the award to add Jacksonville Arts and Music School, Inc. (JAMS) to provide afterschool programming. The contractor was unable to provide services due to a change in management.

Recommend approval to utilize the first of two (2) renewal options with the contractors listed in Exhibit 1 for Afterschool Programs in accordance with Ordinance 2018-305-E, which also revises information in the RFP as stated in Exhibit 3. Period of service is from July 1, 2018 through June 30, 2019. Total revised expenditure for Afterschool Programs is $2,070,131.00, and the total annual expenditure for Summer Programs will remain unchanged at $773,825.00. Total not to exceed expenditure amount is $5,750,894.00.

*Funding for FY18 will be available upon approval of City Council legislation. Funding for FY19 will be available pending City Council Budget Ordinance.

Funding for this award to be executed by formal contract amendment through the Office of General Counsel and encumbered by the following accounts: JCOD191RG-08201 - $565,533.00 JCOD191ESOS-08201 - $1,504,598.00

Attachments: Recommendation Memo, Ordinance 2018-305-E, Vendor Letters and Previous Awards

BUYER _____ RESPECTFULLY SUBMITTED _____
Annette Burney GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Colin Murphy, Senior Director of Operations, Kids Hope Alliance

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(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 _____

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

MEMORANDUM

TO: Gregory Pease, Chief of Procurement

FROM: Joseph Peppers, CEO

Colin Murphy, KHA Senior Director of Operations
Kenneth Darity, KHA Assistant Director, Youth Programs
Joyce Watson, Director, KHA Administration

SUBJECT: Request to Exercise First Renewal Option in RFP for BID ESC-0410-17 Afterschool and Summer Program – **Afterschool 2019 – July 1, 2018 – June 30, 2019**

DATE: June 5, 2018

1) Pursuant to Ordinance 2018-305-E (the "Ordinance"), the Jacksonville City Council approved the execution of Afterschool contracts with Providers listed in the Ordinance for the First Renewal period provided in the RFP for BID #ESC-0410-17 (the "RFP") - July 1, 2018 through June 30, 2019. The Ordinance stated that the contracts would be subject to all of the terms and conditions of the RFP, as Amended. See **Exhibit 1 for the sites specifically authorized in the legislation.**

2) In addition the KHA respectfully asks that the CSPEC approve an award to the Jacksonville Arts and Music School for Afterschool programming pursuant to the RFP Section 4.14.2 (3)(c) of the Funding Guidelines for Renewal Contracts, the KHA can award additional afterschool sites as follows:

> ***"Additional awards based on the Responses to the RFP:*** *Contractors not awarded sites or contracts in the original award cycle may receive an award. Awards will be prioritized based on the site scoring as determined from the Evaluation Matrix.* ***The Contractor must certify by letter that the site still has the capacity to serve the amount proposed in the RFP."***

See **Exhibit 2** for the KHA Board Action Item approving this request.

3) The KHA respectfully requests that the CSPEC approve the requested amendments to the RFP as listed in **Exhibit 3**. The amendments are intended for the purpose of clarification and do not materially change the scope of service to the Contractors or increase the costs in any way.

4) Letters of Intent from Providers
To assist with your review, please find attached Letters of Intent from the Providers that desire to exercise the First Renewal Option for BID #ESC-0410-17, **Afterschool Programs,** see attached **Exhibit 4.**

Funding Authority:

Funding will be charge to: **Index Code:** FY18 JCOD191RG; **Sub-Object**: 08201-$565,533
Index Code: FY19 JCOD191ESOS; **Sub-Object**: 08201-$1,504,598

The funds are appropriated for FY18 by City Council Appropriation: Ordinance 2018-305-E. The funding for the remainder of the contract period in FY19 is contingent upon appropriation of the Jacksonville City Council in the FY19 Budget Ordinance.

If you need additional information after your review, please contact Joyce Watson at (904) 630-7652.

Thank you for your assistance with this request.

Attachments: Exhibit 1, Listing of Providers (Sites, Number of Seats, and Funding Amounts)
Exhibit 2, KHA Board Action Item
Exhibit 3, Listing of Amendments
Exhibit 4, Copies of Providers' Letters of Intent
Exhibit 5, Copy of Prior Year's Award – BID #ESC-0410-17
Exhibit 6, City Council Ordinance 2018-305-E

Cc: Annette Burney, Purchase Analyst

EXHIBIT 1
LISTING OF PROVIDERS
AFTERSCHOOL AND SUMMER

Contract No.	Agency Name	Site Name	Site Address	City	State	Zip	FY19 YOUTH	COST PER YOUTH	Days	FY18-19 FUNDING AMOUNT	FY18	FY19
9603-04	Father's H.A.R.B.O.R Academy, Inc.	Father's HARBOR Academy	4519 Beach Boulevard, Building 4200	Jacksonville	FL	32207	40	$ 1,600	160	$ 64,000	$ 16,000	$ 48,000
5068-59	Girls Incorporated of Jacksonville	Spring Park Elementary	2250 Spring Park Road	Jacksonville	FL	32207	40	$ 1,600	174	$ 64,000	$ 16,000	$ 48,000
5068-59	Girls Incorporated of Jacksonville	Ft. Caroline Elementary	3925 Athore Drive	Jacksonville	FL	32277	40	$ 1,600	174	$ 64,000	$ 16,000	$ 48,000
5068-59	Girls Incorporated of Jacksonville	Parkwood Heights Elementary	1709 Lansdowne Avenue	Jacksonville	FL	32211	60	$ 1,600	174	$ 96,000	$ 24,000	$ 72,000
10330	Jacksonville Alliance for KIPP Schools, Inc.	KIPP Impact Middle	1440 McDuff Ave N	Jacksonville	FL	32254	220	$ 723	185	$ 159,113	$ 39,778	$ 119,335
10330	Jacksonville Alliance for KIPP Schools, Inc.	KIPP Jacksonville Elementary	2525 W. 1st Street	Jacksonville	FL	32254	240	$ 734	185	$ 176,093	$ 44,023	$ 132,070
10330	Jacksonville Alliance for KIPP Schools, Inc.	KIPP Voice Elementary	1440 McDuff Ave N	Jacksonville	FL	32254	400	$ 740	185	$ 295,812	$ 73,953	$ 221,859
8355-29	MaliVai WashingtonKids Foundation, Inc.	TnT (Tennis and Tutoring) Program	1096 West 6th Street	Jacksonville	FL	32209	140	$ 1,600	175	$ 224,000	$ 56,000	$ 168,000
6556-109	Police Athletic League of Jacksonville, Incorporated	JaxPal Eastside	1050 Franklin Street	Jacksonville	FL	32206	40	$ 1,600	180	$ 64,000	$ 16,000	$ 48,000
6556-109	Police Athletic League of Jacksonville, Incorporated	JaxPal Westside	441 Day Avenue	Jacksonville	FL	32254	40	$ 1,600	180	$ 64,000	$ 16,000	$ 48,000
6556-109	Police Athletic League of Jacksonville, Incorporated	JaxPal Monument	3450 Monument Road	Jacksonville	FL	32225	80	$ 1,600	180	$ 128,000	$ 32,000	$ 96,000

6556-109	Police Athletic League of Jacksonville, Incorporated	JaxPal Northside	2165 West 33rd Street	Jacksonville	FL	32209	80	$ 1,600	180	$ 128,000	$ 32,000	$ 96,000
7500-21	The Sanctuary of Northeast Florida, Inc.	Sanctuary on 8th Street	120 Eight Street E	Jacksonville	FL	32206	40	$ 1,600	170	$ 64,000	$ 16,000	$ 48,000
7255-50	The Young Men's Christian Assocation of Florida's First Coast, Inc.	Rufus Payne Elementary	6725 Hema Road	Jacksonville	FL	32209	100	$ 1,594	162	$ 159,388	$ 39,847	$ 119,541
7255-50	The Young Men's Christian Assocation of Florida's First Coast, Inc.	Tiger Academy	6079 Bagley Road	Jacksonville	FL	32209	120	$ 1,598	175	$ 191,724	$ 47,931	$ 143,793
10128-03	Vision for Excellence, Inc.	McGirts Creek	8435 118th Street	Jacksonville	FL	32244	40	$ 1,600	179	$ 64,000	$ 16,000	$ 48,000
	Jacksonville Arts and Music School, Inc.	JAMS	3315 Liberty St.	Jacksonville	FL	32206	40	$1600		$ 64,000	$ 16,000	$ 48,000

ESC-0410-17

AGENCY	AFTERSCHOOL 17-18	AFTERSCHOOL 18-19 (1st Renewal)	SUMMER 17	SUMMER 18 (1st Renewal)	TOTAL
A Life for a Life International, Inc.	$ -	$ -	$ 48,000	$ 60,000	**$ 108,000**
Father's H.A.R.B.O.R Academy, Inc.	$ 64,000	$ 64,000			**$ 128,000**
Gingerbread House Learning Center, Inc.	$ -	$ -	$ 47,928	$ 47,920	**$ 95,848**
Girls Incorporated of Jacksonville	$ 256,000	$ 224,000	$ 36,000	$ 36,000	**$ 552,000**
Jacksonville Arts and Music School, Inc.	$ -	$ 64,000	$ 20,000	$ 20,000	**$ 104,000**
Jacksonville Alliance for KIPP Schools, Inc.	$ 631,018	$ 631,018			**$ 1,262,036**
Joshua Christian Academy, Inc.	$ -	$ -	$ 96,000	$ 96,000	**$ 192,000**
MaliVai WashingtonKids Foundation, Inc.	$ 224,000	$ 224,000	$ 84,000	$ 84,000	**$ 616,000**
Masters of Education, Inc.		$ -	$ 90,415	$ 90,415	**$ 180,830**
Police Athletic League of Jacksonville, Incorporated	$ 384,000	$ 384,000	$ 144,000	$ 144,000	**$ 1,056,000**
The Sanctuary of Northeast Florida, Inc.	$ 64,000	$ 64,000	$ 36,000	$ 36,000	**$ 200,000**
The Young Men's Christian Assocation of Florida's First Coast, Inc.	$ 351,035	$ 351,112	$ 230,542	$ 123,490	**$ 1,056,179**
Vision for Excellence, Inc.	$ 64,000	$ 64,000	$ 36,000	$ 36,000	**$ 200,000**
TOTAL	**$ 2,038,053**	**$ 2,070,129**	$ 868,885	**$ 773,825**	**$ 5,750,892**

EXHIBIT 2

BOARD ACTION ITEM

FY19: ACTION ITEM - PROGRAM FUNDING FOR FY19 AFTERSCHOOL PROGRAMS AMENDED

BOARD MEETING DATE: 6/11/2018

TO: **KIDS HOPE ALLIANCE BOARD OF DIRECTORS**

FROM: **JOSEPH PEPPERS, CEO, KIDS HOPE ALLIANCE**

REQUESTED ACTION:

The Board is asked to authorize the following actions

1. Amend the Board action from the April 4th Board meeting for Program Funding for FY19 – Afterschool Programs to award the Jacksonville Arts and Music School, Inc. (JAMS) an afterschool program pursuant to the terms and conditions of BID# ESC 0410-17. JAMS proposed to serve 40 youth at $1600 per youth for a total of $64,000.

2. Authorize the CEO to execute the contract amendment on behalf of the Kids Hope Alliance.

NARRATIVE:

JAMS was unable to accept its afterschool award in FY18. Pursuant to **Section 4.14.2 (3)(c)** of the **Funding Guidelines for Renewal Contracts**, the KHA can award additional afterschool sites as follows:

> ***"Additional awards based on the Responses to the RFP:*** *Contractors not awarded sites or contracts in the original award cycle may receive an award. Awards will be prioritized based on the site scoring as determined from the Evaluation Matrix.* ***The Contractor must certify by letter that the site still has the capacity to serve the amount proposed in the RFP."***

FISCAL IMPACT:

$64,000 from unallocated funds approved for afterschool programming at the April 4th Board Meeting.

PROGRAMMATIC IMPACT:

None

GOVERNANCE/PROGRAM IMPACT:

Needs Kids Hope Alliance Board Approval

OPTIONS:

1. Vote to approve recommendation.
2. Decline to approve recommendation.

STAFF RECOMMENDATION:

Staff recommends approval.

EXHIBIT 3
LISTING OF AMENDMENTS

Amendment to Section 5, Term of the Agreement. The Term of this Agreement shall commence on the effective date and expire on June 30, 2019, unless sooner terminated by either party in accordance with the terms of the RFP.

Amendment to Exhibit A (Sites). Exhibit A to the Agreement is deleted in its entirety and replaced with Revised Exhibit A attached hereto.

Amendment to Exhibit B (Site Budget). Exhibit B to the Agreement is deleted in its entirety and replaced with the Site Budget for such site contained in Revised Exhibit B attached hereto.

Response Form 4 to RFP. Contractor has delivered to the KHA an updated version of Form 4 submitted with the Response which updated Form is on file with the KHA and incorporated in the Agreement by reference. Contractor acknowledges that KHA has entered into this Agreement based upon such updated Form 4.

Exhibits 4 and 6 to RFP. Exhibits 4 and 6 to the RFP are deleted in their entirety and replaced with Exhibits 4 and 6 attached to this Agreement.

Amendment to Section 1.3 of RFP. Section 1.3 of the RFP concerning the Afterschool Renewals is deleted and replaced with the following provision:

> **Afterschool 1st Renewal**: July 1, 2018 – June 30, 2019
> **Afterschool 2nd Renewal**: July 1, 2019 – June 30, 2020

Amendment to Section 4.11.3 of RFP. Section 4.11.3 of the RFP is deleted in its entirety and replaced with the following provision:

> **4.11.3 Meals and Snack**
> Wherever and whenever participants are learning and playing, they need regular meals and snacks for optimal performance and development. This is true for breakfast in the morning, lunch in the middle of the day, and snacks after the final bell has rung. Afterschool snacks are especially important when students have an early lunch period – and when their evening meal may be delayed or of poor quality. The Commission acknowledges that participants need daily nutritious meals, snacks and beverages during out-of-school program times to ensure healthy development and wellness. Healthy snacks and/or lunches should meet optimal USDA standards, be low in fats and sugars and high in grains, vitamins and minerals.)
>
> Successful applicants who meet the site eligibility requirements must participate in the Commission's afterschool and summer meals programs. The meals will be provided free to all successful applicants through the Commission's Nutrition Services Division. In order to qualify as an Afterschool Meals Program site, the site must be located within the geographical boundaries of a public school zone in which 50 percent or more of the enrolled children are eligible for free or reduced-price school meals.

If the site is ineligible for the Commission's afterschool and summer meals program, the site must provide afterschool and summer meals that meet the USDA meal pattern requirements. All City funds used for this purpose must comply with Chapter 77.112 Ordinance Code, which states that Contractor shall not expend more than two percent (2%) of City funds provided under this Agreement on incidental costs related to the children and youth programs, services and activities such as the costs of amusement, awards, social activities, meals, and beverages. Any additional funds needed for food expenditures must be provided from another source.

Afterschool Meals Requirements

Children through age 18 years will be eligible for a nutritious supper and snack at school and community-based afterschool sites in areas which fifty percent (50%) or more of the enrolled children are eligible for free or reduced-price school meals.

Upon award the agency must contact the Commission's Nutrition Services Division to complete the paperwork to become an Afterschool Meals and/or summer Break Spot program site. The number to call is (904) 630-6430 or email: McCoyL@coj.net.

Amendment to Section 4.15.1 of RFP. Section 4.15.1 of the RFP concerning afterschool programs is deleted and replaced with the following provision:

Afterschool Programs

Contractors can elect to be reimbursed on a monthly or a quarterly basis. No payments will be made until all deliverables are submitted and approved by the KHA.

Amendment to Section 4.15.4.2 of RFP. Section 4.15.4.2 of the RFP is deleted in its entirety and replaced with the following provision:

Afterschool Programs

The Commission, at its sole discretion, may make an advance payment to the Contractor shall not exceed twenty-five percent (25%) of the contracted amount for all children services programs funded by City of Jacksonville funds, payable to Contractor under the Contract.

The advance shall be recouped in accordance with the following:

1. With monthly reimbursement/payment requests: The advance payment shall be recouped in 3 monthly payments of 1/3 of the amount advanced, starting in the seventh (7th) month of the contract. If the monthly payment is not sufficient to cover an advance payment, the balance shall be paid from the next monthly reimbursement/payment request. The intent is to repay the advance in full by the end of the third quarter and make no other payments until the advance has been repaid in full.

2. With quarterly reimbursement/payment requests: The advance payment shall be recouped from the Provider's third quarterly reimbursement request, and no other payments shall be made to the Provider until the advance has been repaid in full.

3. Providers receiving a twenty-five percent (25%) advance on contracts starting July 1, where only 25 percent of the contract amount is appropriated in the Kids Hope Alliance budget, will not receive monthly payments for July through September.

4. If at any time during the contract period cash disbursements reach seventy-five percent (75%) of the contracted amount, recouping the advance must start immediately and no other payments shall be made until the advance has been repaid in full.

5. The CEO may extend the advance payback period as needed based on extenuating circumstances; such as natural disasters or extreme financial hardship, as long as this extension does not put the City of Jacksonville at risk of recouping the advanced funds.

Amendment to Section 4.17.4.1 of RFP. Section 4.17.4.1 of the RFP is deleted in its entirety and replaced with the following provision:

Audit Requirements

A. Small Providers, Providers and Agencies (as the terms "Small Providers", "Providers" and "Agencies" are defined in Ordinance 2017-563-E) with annual contract amounts less than $200,000 shall furnish the KHA a detailed annual schedule of budget to actual expenditures of KHA funds for each program, by budget category that supports the amount outlined in the final approved budget. This report shall be certified as to its accuracy by the Chair or Treasurer of the Small Provider's, Provider's or Agency's Board and must be submitted 90 days after each annual contract period or contract term, if less than a year.

B. Small Providers, Providers and Agencies with annual contract amounts from $200,000 to $750,000, shall furnish the KHA a detailed annual schedule of budget to actual expenditures of KHA funds for each program, by budget category that supports the amount outlined in the final approved budget. This report shall be certified as to its accuracy by the Chair or Treasurer of the Small Provider's, Provider's or Agency's Board and must be submitted 90 days after each annual contract period or contract term, if less than a year. Small Providers, Providers and Agencies shall also furnish the KHA a copy of an audit report in accordance with Generally Accepted Auditing Standards (GAAS) issued by the Auditing Standards Board of the American Institute of Certified Public Accountants (AICPA). This report shall be due within 180 days of the close of the Small Provider's, Provider's or Agency's fiscal year.

C. Small Providers, Providers and Agencies with annual contract amounts in excess of $750,000, shall furnish the KHA a detailed annual schedule of budget to actual expenditures of KHA funds for each program, by budget category that supports the amount outlined in the final approved budget. This report shall be certified as to its accuracy by the Chair or Treasurer of the Small Provider's, Provider's or Agency's Board and must be submitted 90 days after each annual contract period or contract term, if less than a year. Small Providers, Providers and Agencies shall also furnish the KHA a copy of an audit report conducted in accordance with both GAAS and Government Auditing Standards (GAS), issued by the Comptroller General of the United States, and if applicable the provisions of Office of Management and Budget Circular A-133, "Audits of Institutions of Higher Education and Other Nonprofit Organizations," of its financial affairs. This report shall be due within 180 days of the Small Provider's, Provider's or Agency's fiscal year.

D. The KHA shall not provide reimbursement for contractual expenses during the period of time that the Contractor's audit report is delinquent.

E. For purposes of this Section 8, the term "annual contract amounts" shall mean the aggregate amount received by the Contractor during the Contractor's fiscal year under all contracts funded by the KHA or one of its predecessors, the Jacksonville Children's Commission and the Jacksonville Journey.

The Amendment provided in this Section 12 shall not affect Contrator's audit obligations under any other contract between Contractor and KHA unless expressly set forth in that contract.

REVISED EXHIBIT 4

PROFESSIONAL DEVELOPMENT
REQUIREMENTS

Afterschool and Summer Learning Continuous Quality Improvement (CQI)
2018-2019 Professional Development Tip Sheet and Timeline

Goal: Implement the proposed afterschool /Summer Learning Program in a safe and supportive environment providing experiences that are engaging, active and linked to in-school learning.

- *The Florida Afterschool State Standards are the foundation of continuous quality improvement*
- *The Big 5 are core to improved youth outcomes and should be included in all curriculum and lesson plans.*
- *Kids Hope Alliance staff are your partners working to ensure you are successful in continuous quality improvement.*

ONE TIME STAFF TRAINING REQUIREMENTS CHART

ONE TIME TRAININGS	After-School Teachers & Staff	Summer Camp Teachers & Staff	After-School Program Managers and Lead Teachers	Summer Camp Program Managers and Asst. Directors
Youth Methods: Introduction to the Active Participatory Approach	-	-	Required	Required
Professionalizing the Field: After School 101 (2 hours)	-	-	Required	-
FERPA (Federal Educational Rights Privacy Act)	-	-	Required	Required
PQA Basics (8 hrs)	-	-	Required	Required when offered for Summer Programs
Planning with Data	-	-	Required (Fall)	Required (Fall after Summer Programs)

TRAININGS REQUIRED ANNUALLY

ANNUAL TRAININGS	After-School Teachers & Staff	Summer Camp Teachers & Staff	After-School Program Managers and Lead Teachers	Summer Camp Program Managers and Asst. Directors
Employee Orientation	Required	Required	-	-
Coaching for Developing a Self-Improvement Plan	-	-	Required	Required

Weikart Youth Methods Workshops	*as Desired by* Program Manager	*as Desired by* Camp Director	3 workshops annually by March 30th	2 workshops per year (Summer Only Programs)
Weikart 30 Minute Sessions	2 - 30 Minute Sessions	1 - 30 Minute Session	Must deliver 2 sessions to part-time staff by April 30th	Must deliver 1 session to summer staff per year
Total Annual Training Hours Requirement	Minimum of 10 Hours Per Year	*Recommended* Minimum of 8 Hours Prior to Camp	Minimum of 15 Hours Per Year	Minimum of 10 Hours Prior to Camp

Notes:

- Area Directors are ***highly encouraged*** to take PQA Basics, Summer Learning Institute, Planning with Data, Methods classes.
- All **new** Program Managers/Site Directors are required to attend the Weikart 'live' PQA Basics training in the fall of 2018.
  - Any additional slots left in the training will be filled on a first come first served basis by Area Directors, Program Managers and Site Directors who did not attend the training in 2017.
  - The Forum For Youth Investment offers PQA Basics training at your own cost. http://www.cypq.org/products_and_services/training
  - A PQA refresher class led by KHA Training Team will be provided quarterly for any afterschool/summer learning staff (this will not count for PQA Basics required training)
- New Training policy per IACET Accreditation (CEU):
  - All staff will need to show photo ID when registering at training
  - Credit will not be given to participants arriving more than 10 minutes after class starts. The participant is more that welcome to stay for the information.

REVISED EXHIBIT 6

AFTERSCHOOL DELIVERABLES

Date	DELIVERABLES	EVIDENCE OF COMPLETION	DATE DUE
July 1-31	Prepare for program operations	• Certificate of Insurance • **Affidavit (letter) outlining screening of all staff and volunteers** *This letter is on agency letterhead and clearly states that all staff and volunteers have completed the screening, complete affidavits of good moral character, prior to the commencement of the program*	August 10, 2018
August 1-31	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment activities. Documentation should include a description of activities performed. **Student Sign-In/Sign-Out Sheets** • The number of units of service present on sign-in sheet provided mirror the number of units of service entered into SAMIS • Units of services align with the program start and end times **SAMIS Monthly Units of Service** • Units of service have been entered for each day and component • Reported units of	September 10, 2018

		service meets the performance standard • Reported units of service is supported by the student sign-in/sign out sheets submitted ***<u>In addition:</u>*** **Documentation of Department of Children and Families licensure or Exemption** **Documentation of meeting supplemental snacks/meals requirement** **Staff Orientation/Professional Development (new and/or existing staff)** • Agenda includes the review of the program to new and/or existing staff that includes a review of the application/proposal and associated requirements to achieve the goals and objectives of the project. Source documentation should include the following: o Agenda o Sign-in sheets o Name of presenter(s)	
September 1-30	Implement the proposed afterschool program in a safe and supportive environment.	**Monthly report** of academic and personal enrichment actives. **Student Sign-In/Sign-Out Sheets**	October 10, 2018

	# of days #of participants	**SAMIS Monthly Units of Service**	
October 1-31	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service** ***In addition, submit the following:*** **Documentation indicating the required program attendance policies (Program Handbook)**	November 10, 2018
November 1-30	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service**	December 10, 2018
December 1-31	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service** ***In addition, submit the following:*** **PQA Self -Assessment Part A**	January 10, 2019

January 1-31	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service** ***<u>In addition, submit the following:</u>*** PQA Self-Improvement Plan.	February 10, 2019
February 1-28	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service**	March 10, 2019
March 1-31	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service**	April 10, 2018
April 1-30	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service**	May 10, 2018
May 1-31	Implement the	**Monthly report** of academic	June 10, 2018

	proposed afterschool program in a safe and supportive environment. # of days #of participants	and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service**	
June 1-30	Implement the proposed afterschool program in a safe and supportive environment. # of days #of participants	**Monthly report** of academic and personal enrichment actives **Student Sign-In/Sign-Out Sheets** **SAMIS Monthly Units of Service** ***<u>In addition, submit the following:</u>*** • Inventory Report • End-of-Year Report • Evidence of Professional Development (from training transcripts in GoSignMeUp and/or certificates)	July 10, 2018

EXHIBIT 4
LETTERS OF INTENT

5/29/2018

Dubel Agosto, Director
Father's H.a.r.b.o.r. Academy
4519 Beach Blvd. Building 4200
Jacksonville, Fl 32207

RE: Afterschool Continuation **BID #** ESC-0410-17
First of Two (2) Renewal Options

Dear Kenneth Darity:

Please accept this letter as notice of **Father's H.a.r.b.o.r. Academy's** intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
Artist Afterschool Academy	4519 Beach Blvd. Building 4200, Jacksonville, FL 32207	8/13/18 through 5/29/19	$1600	40	$64000

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Dubel Agosto
Director

AFTERSCHOOL SITE PROFILE

KIDS HOPE ALLIANCE

(a) Agency Name	Father's H.a.r.b.o.r. Academy			BID Number	ESC-0410-17	
Site Name	FHA Artist Afterschool Academy			Type of Site	School Based/Community Based	
Site Address:	4519 Beach Blvd. Building 4200		City	Jacksonville	Zip	32207
Site Contact Name:	Dubel Agosto	Phone	904-306-9579	Email	fathersharbor@gmail.com	

SUMMARY OF FUNDING REQUEST					
(b) SITE BUDGET (SEE MAXIMUM REQUEST WORKSHEET)	40	(c) NUMBER OF YOUTH PROPOSED (AVERAGE DAILY ATTENDANCE)	40	(d) COST PER YOUTH	1600

AFTERSCHOOL SITE OPERATIONS (FY 18-19)					
(g) Start Date	8/13/2018	End Date	5/29/2018	Total Number of Service Days	180
(h) Non-service dates	Teacher planning days: 10/19/18, 1/25/19, 12/21/2018, 1-28/19, 3/15/19, 5/30/19				
	Monday	Tuesday	Wednesday	Thursday	Friday
(i) Start Time	3:00	3:00	3:00	3:00	3:00
End Time	6:00	6:00	6:00	6:00	6:00
(j) Hours	3	3	3	3	3

(k) FACILITY DESCRIPTION		
Type of Room	Room Number	Description (i.e. amenities, square feet, etc.)
Elementary 1		20 Ipads, Smart Board, Reading Center, Smart Table, 20 chairs 10 tables
Elementary 2		Smart Board, 5 tablets, 5 Imacs, Reading Center, Smart Table, 20 chairs 10 tables
Elementary Multipurpose		Smart Board, I-beam, Gymnastics Mats, Learning Center,Reading Center
Secondary Multipurpose		6 lunch tables, white board, projector, 6 tables, 12 chairs
Secondary 1		Art Supplies,20 laptops, projector w white board, 20 chairs 10 tables.
Secondary 2		White board, projector, 20 tablets
Other classrooms are available as needed.		See floor plan for dimensions

(l) STAFFING DESCRIPTION		
Staff Position	Number of Positions	Description of Duties
Program/Area Director; Data Manager; Site/Program Manager	1	Program director administers program and serves as the primary contact with JCC. She manages, implements budget, and is responsible for the collection and maintenance of all site data such as attendance, assessment, meals, etc. She is responsible for the daily operation, coordination and delivery of services.
Lead Teacher/Education Specialist	1	She is a certified teacher who supervises the day-to-day academic activities, and special related services.
Teachers	2	Teachers implement creative academic, art and music lessons. They assist students with skills and learning goals mentioned in (o).
Assistants	1	Assistants make sure teachers receive needed assistance in their classes. They also serve with day-to-day activities, and are able to substitute where needed.

FORM 5

(m)Activity Category	(n) Brief Description of Activity(ies)	(o)Skills/Learning Goals to be Gained by Participants	(p) Frequency (daily, weekly, monthly, other?)
Academic Support	Students will play academic games, will be assessed through computerized instruction, through PBL Project Based Learning, and through thematic units incorporating the arts and STEM.	Give needs based support, learn research abilities, analytical thinking and problem solving, Reading proficiency, increase vocabulary and oral and written communication.	Daily throughout the program.
Enrichment Activity (Cultural arts, STEM, field trips, other)	Students will create projects and perform, utilizing the various forms of arts through recording arts, dance, visual, and digital art. They will play instruments on fieldtrips. Students will take language classes, learn songs, and communicate with others.	Improve memory, and concentration skills, encourage focus and discipline; Enhance communication skills, increased sensitivity to individual identity; Develop understanding and appreciation for cultural differences.	Weekly
Service Learning	Students will utilize recycled materials to create projects that will be functional and given away to others. Students will use their talents for the benefit of others.	Connect with community, collaborate with others to brainstorm and fix a problem; help others through teamwork, design practical solutions, develop and strengthen relationships.	Weekly
Physical Activity	Students play activities and organized games on the floor through a virtual playground called BEAM; They dance with Go-Noodle, learn ballroom dancing, and dance with JUSTDANCE.	Learn to be active by promoting fitness by having fun, learning new steps, and communicating through music.	Daily
Family Engagement	Parental involvement and volunteering in classes, as greeters, and during field trips.	Improve academic performance, reduce risky behaviors, lead to better programs, helps in parenting	Weekly

FORM 5

Afterschool Site Profile Instructions

a) Fill in the Agency Name, Site Name, Site Address, (city, state, zip), the BID number (found on the front page of this RFP), the type of site (school-based or community-based) and the main contact for the site.

b) Dollar Amount of the site budget.

c) Average number of youth proposed to attend daily.

d) Cost Per Youth (B divided by C)

e) Total Number of units (D times E).

f) Cost per youth (C divided by D).

g) Start Date, End Date, and Total Number of Service Days for the program.

h) Non-service days of the program (i.e., if the 4th of July falls within the start and end date of the program, 7/4 would be included as a non-service day if the proposed program will not be operating that day)

i) Start Time and End Time of the program.

j) Number of daily program hours.

k) Facility description including type of room (i.e. classroom), the room number (if applicable) and a description, to include amenities, and square footage.

l) Staffing description including the Staff Position, the number of positions, and a description of duties (refer to **Section 4.10** of the RFP).

m) Activity category (see **Section 4.11** of the RFP). This column can customized as necessary for each site.

n) Provide a brief description of each activity.

o) List the skills/knowledge desired outcome from each activity (refer to the Big Five in **Section 4.5** of RFP for guidance).

p) Frequency of the activity

girls inc.

May 29, 2018

Ebony Williams, COO
Girls Inc of Jacksonville
100 Festival Park Ave
Jacksonville, FL. 32202

RE: Afterschool Continuation **BID** #ESC-0410-17
First of Two (2) Renewal Options

Dear Bridgette Newby:

Please accept this letter as notice of **Girls Incorporated of Jacksonville** intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
Spring Park Elementary	2250 Spring Park Rd. Jacksonville, FL. 32207	07/01/2018-06/30/2019	$1600	40	$64,000
Ft. Caroline Elementary	3925 Athore Dr Jacksonville, FL. 32277	07/01/18-06/30/19	$1600	40	$64,000
Parkwood Heights Elementary	1709 Lansdowne Ave. Jacksonville, FL. 32211	07/01/2018-06/30/19	$1600	60	$96,000

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Dr. Robin Rose
CEO

May 25, 2018
Jason Peoples, Director
Jacksonville Arts & Music School
3315 N Liberty Street Jacksonville, Fl 32206

RE: Afterschool BID # (ESC-0410-17)

Dear Kenneth,

Please accept this letter as notice of Jacksonville Arts & Music School's (JAMS) intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/Youth	# Youth Proposed	Contract Amount
Jacksonville Arts & Music School	3315 N Liberty Street Jacksonville, Fl 32206	August 13, 2018 - May 31, 2019	1600	40	64,000

This KHA partnership will continue to aid in our mission: "Empowering the creative leaders of tomorrow". We truly appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Jason Peoples
Director, Jacksonville Arts & Music School

May 25, 2018
Jason Peoples, Director
Jacksonville Arts & Music School
3315 N Liberty Street Jacksonville, Fl 32206

RE: Afterschool BID # (ESC-0410-17)

Dear Kenneth,

Please accept this letter as notice of Jacksonville Arts & Music School's (JAMS) intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/Youth	# Youth Proposed	Contract Amount
Jacksonville Arts & Music School	3315 N Liberty Street Jacksonville, Fl 32206	August 13, 2018 - May 31, 2019	1600	40	64,000

This KHA partnership will continue to aid in our mission: "Empowering the creative leaders of tomorrow". We truly appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Jason Peoples
Director, Jacksonville Arts & Music School

KIPP:JACKSONVILLE
SCHOOLS

May 29, 2018

Tom Majdanics, Executive Director
Jacksonville Alliance For KIPP Schools, Inc.
1440 McDuff Avenue N
Jacksonville, FL 32257

RE: Afterschool Continuation **BID #** ESC-0410-17
First of Two (2) Renewal Options

Dear Kenneth Darity:

Please accept this letter as notice of **Jacksonville Alliance For KIPP Schools, Inc.'s** intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
KIPP Impact Middle School	1440 McDuff Avenue N, Jacksonville, FL 32254	08/06/2018 – 05/31/2019	$723.24	220	$159,113
KIPP VOICE Elementary School	1440 McDuff Avenue N, Jacksonville, FL 32254	08/06/2018 – 05/31/2019	$739.59	400	$295,812
KIPP Jacksonville Elementary School	2525 W 1st Street, Jacksonville, FL 32254	08/06/2018 – 05/31/2019	$733.72	240	$176,093

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Tom Majdanics
Executive Director

MALIVAI WASHINGTON
YOUTH FOUNDATION
SERVING HOPE · CHANGING LIVES

May 29, 2018

Terri Florio, Executive Director/CEO
MaliVai Washington Youth Foundation
1096 West 6th Street, Jacksonville, FL 32209

RE: Afterschool Continuation **BID #** (ESC-0410-17)
First of Two (2) Renewal Options

Dear Sylvester:

Please accept this letter as notice of **MaliVai Washington Kids Foundation (dba MaliVai Washington Youth Foundation)'s** intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
TnT	1096 W. 6th Street, Jax 32209	8/13/18	$1600	140	$224,000

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Terri Florio
Executive Director/CEO

1096 W. 6TH STREET | JACKSONVILLE, FL 32209 | 904.359.KIDS (5437)
FAX 904.301.3789 | MALWASHINGTON.COM
FUNDED IN PART BY THE JACKSONVILLE CHILDREN'S COMMISSION

POLICE ATHLETIC LEAGUE OF JACKSONVILLE, INC.

May 31, 2018

Tyrica Young
Kids Hope Alliance
1095 A. Philip Randolph Boulevard
Jacksonville, FL 32206

RE: Afterschool Continuation **BID #ESC-0410-17**

Dear Mrs. Young,

Please accept this letter as notice of Police Athletic League of Jacksonville, Inc. (JaxPAL) intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
JaxPAL Northside Center	2165 W 33rd St, Jacksonville, FL 32209	August 13th – May 31st (180 total days)	$1,600	80	$128,000
JaxPAL Westside Center (Mallison)	441 Day Ave, Jacksonville, FL 32254	August 13th – May 31st (180 total days)	$1,600	40	$64,000
JaxPAL Eastside Center (Flossie Brunson Park)	1050 Franklin St, Jacksonville, FL 32206	August 13th – May 31st (180 total days)	$1,600	40	$64,000
JaxPAL Monument Center	3450 Monument Rd Jacksonville, FL 32225	August 13th – May 31st (180 total days)	$1,600	80	$128,000

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Lakesha Burton

Lakeshia Burton
Executive Director

KIDS HOPE ALLIANCE

Sanctuary on 8th Street
Hope Happens Here Since 1992

May 31, 2018

Richard C. Cartlidge Jr, Executive Director
Sanctuary of NE Florida
120 East 8th Street
Jacksonville, FL 32206

RE: Afterschool Continuation **BID # ESC-0410-17**
First of Two (2) Renewal Options

Dear Kenneth:

Please accept this letter as notice of **Sanctuary of NE Florida's** intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
Sanctuary on 8th Street	120 East 8th Street	08/13/18-05/29/19	$1,600	40	$64,000

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Richard C. Cartlidge Jr.
Executive Director

vision for excellence

May 31, 2018

Dr. Fay Davis/Program Director
Vision for Excellence
8535 118th Street
Jacksonville, FL 32244

RE: After School Continuation **BID #** (ESC-0410-17)

Dear: Tyrica Young/Contract Manager

Please accept this letter as notice of **(Vision for Excellence)** intent to continue as a 2018 After School Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
McGrits Creek Community Center	8535 118th	6/11/2018 Thru July 20, 2018	$20.69	60	$64,000.00

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Dr. Fay Davis

Program Director

the YMCA

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

May 30, 2018

Bridgette Newby
Kids Hope Alliance
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

RE: Afterschool Continuation **BID # ESC 0410-17** - First of Two (2) Renewal Options

Dear Bridgette:

Please accept this letter as notice of YMCA's intent to continue as a 2018 Afterschool Program Provider at the following location(s):

Site Name	Address	Service Dates	Cost Per/ Youth	# Youth Proposed	Contract Amount
Tiger Academy	6079 Bagley Road, Jacksonville, FL 32209	08/27/2018 to 06/07/2019	$1,598	120	$159,388
Rufus Payne Elementary	6725 Hema Road, Jacksonville, FL 32209	08/27/2018 to 05/17/2019	$1,594	100	$191,724

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Eric K. Mann
President & CEO

YMCA OF FLORIDA'S FIRST COAST
FirstCoastYMCA.org

STRENGTHENING THE FOUNDATIONS OF COMMUNITY

40 East Adams Street, Suite 210
Jacksonville, FL 32202
P 904.296.3220 F 904.296.4744

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE: 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the contract to add Jacksonville Arts and Music School, Inc. (JAMS) to provide summer programming in the amount of $20,000.00 for the renewal period ending August 31, 2018. Total revised expenditure for Summer Programs is $773,825.00, for a total not to exceed expenditure of $3,680,763.00. Total not to exceed expenditure amount of $2,038,053.00 for Afterschool Programs will remain unchanged. Funding will be available upon approval of City Council legislation.

Funding Source: JCOD191SUM-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

BUYER Annette Burney

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Assistant Director of Youth Development, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 5/24/18

OTHER

ACTION OF AWARDING AUTHORITY DATE 5/24/18

APPROVED DISAPPROVED:

OTHER:

SIGNATURE OF AUTHENTICATION

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

EXHIBIT 5

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17 **OPEN DATE: 3/15/2017**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: **145** NUMBER RECEIVED: **37** OTHER: **1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to decrease the award with the contractors listed below in the total amount of $281,778.00 for Afterschool Programs. Total revised expenditure for Afterschool Programs not to exceed $2,038,053.00, for a total not to exceed expenditure of $2,906,938.00. Total not to exceed expenditure of $868,885.00 for Summer Programs will remain unchanged.

Father's H.A.R.B.O.R. Academy, Inc. – decrease by $96,000.00

Jacksonville Alliance for KIPP Schools, Inc. – decrease by $121,778.00

Girls, Inc. – decrease by $32,000.00

Vision for Excellence, Inc. – decrease by $32,000.00

Funding Source: JCOD191RG-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

BUYER: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Joyce Watson, Director of Administration, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: 4/05/18

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 4/05/18

APPROVED _____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE: 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the award with the Jacksonville Alliance for KIPP Schools, Inc. to correct the unit cost and unit of service totals for KIPP Impact, Voice and K-8 Afterschool programs per the attached table for the period June 30, 2018. Total not to exceed expenditure amount of $3,188,716.00 will remain the same.

Funding Source: JCOD191RG-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

BUYER Annette Burney

RESPECTFULLY SUBMITTED GREGORY FEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Asst. Dir. of Youth Development, Jacksonville Children's Commission

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 12/14/17

OTHER

ACTION OF AWARDING AUTHORITY DATE 12/14/17

APPROVED DISAPPROVED:

OTHER:

SIGNATURE OF AUTHENTICATION

Scott E. Moran
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE: 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the award with the YMCA of Florida's First Coast to move 20 seats between sites from Rufus E. Payne Elementary to Tiger Academy for Afterschool Programs with no change in overall funding to the YMCA of Florida's First Coast for the period ending June 30, 2018. Total revised estimated expenditure amount of $2,319,831.00 for the Afterschool Program and $868,885.00 for the Summer Program will remain unchanged. Total not to exceed expenditure amount of $3,188,716.00 will also remain the same.

Funding Source: JCOD191RG-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

BUYER Annette Burney

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Asst. Director of Youth Development, Jacksonville Children's Commission

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 11/16/17

OTHER

ACTION OF AWARDING AUTHORITY

DATE 11/16/17

APPROVED

DISAPPROVED

OTHER:

SIGNATURE OF AUTHENTICATION

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

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE: 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to rescind the award with Jacksonville Arts and Music School, Inc. and to decrease the award by $64,000.00. Due to unforeseen challenges, the contractor has requested not to provide the services under the Afterschool Program portion of the contract for the period ending June 30, 2018. Total revised estimated expenditure for the Afterschool Program is $2,319,831.00, for a total expenditure not to exceed $3,188,716.00. The total expenditure amount of $868,885.00 for the Summer Program will remain unchanged.

Funding Source: JCOD191RG-08201 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Award

BUYER Annette Burney

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Assistant Director of Youth Development, Jacksonville Children's Commission

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 11/09/17

OTHER

ACTION OF AWARDING AUTHORITY

DATE 11/10/17

APPROVED

DISAPPROVED

OTHER:

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-03

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award to Masters of Education, Inc. dba Oxford Preparatory Academy to correct the award amount from $96,000.00 to $90,415.00, and to change a site location awarded to the YMCA of Florida's First Coast from Rufus E. Payne Elementary to Woodlawn Presbyterian Church. Total revised estimated expenditure in the amount of $3,252,716.00.

Funding Source: JCO0191RG-06201 - $2,363,831.00 (Afterschool) $968,885.00 (Summer) - To be executed by formal contract(s) through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Award

BUYER ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: JON HEYMANN, EXECUTIVE DIRECTOR, JACKSONVILLE CHILDREN'S COMMISSION

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE 5/18/17

OTHER

ACTION OF AWARDING AUTHORITY

DATE 5/19/17

APPROVED DISAPPROVED

OTHER:

SIGNATURE OF AUTHENTICATION

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

SUBJECT: AFTERSCHOOL AND SUMMER PROGRAMS

BID # ESC-0410-17

OPEN DATE: 3/15/2017

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - GRANT CONTRACT PERIOD(S) AS OUTLINED BELOW

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 145 NUMBER RECEIVED: 37 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject 22 bidders for not meeting the minimum requirements or for failure to submit a response in the format outlined in Attachment A of the RFP. Based on Scoring for both afterschool and summer programs, Ephesus Junior Academy will not be awarded. One (1) YMCA site and three (3) Jacksonville Alliance for Kipp Schools, Inc. sites may be awarded pending review of funding eligibility by the Office of General Counsel in accordance with the Jacksonville Children's Commission Ordinance Code Chapter 51.04 (c).

The response received from the YMCA of Florida's First Coast was missing addendum #5. The addendum has been received. Recommend approval to waive the missing addendum as a minor irregularity. Recommend approval of award to the nine (9) contractors listed in Exhibit 1 for Afterschool Programming and 11 contractors listed in Exhibit 2 for Summer Programming. Period of service for Summer Programming is from May 1, 2017 through August 31, 2017, with two (2) additional renewal options and Afterschool Programming is from July 1, 2017 through June 30, 2018, with a three (3) month extension from July 1, 2017 to September 30, 2018 and two (2) one (1) year renewal options beginning October 1, 2018. Total estimated expenditure in the amount of $3,258,301.00.

Funding Source: JCOD191RG-08201 - $2,383,831.00 (Afterschool); $874,470.00 (Summer) -To be executed by formal contract(s) through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation, Rejection Letters and Evaluation Matrix and Scores

BUYER _____
ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____
GREGORY FEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: JON HEYMANN, EXECUTIVE DIRECTOR, JACKSONVILLE CHILDREN'S COMMISSION

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 4/20/17

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 4/25/17

APPROVED _____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

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

The Neighborhoods, Community Services, Public Health & Safety Committee offers the following substitute to File No. 2018-305:

Introduced by the Council President at the request of the Mayor:

ORDINANCE 2018-305

AN ORDINANCE APPROPRIATING $2,746,075.00 FROM THE CONTINGENCY RESERVE ESTABLISHED IN BUDGET ORDINANCE 2017-504-E FOR THE KIDS HOPE ALLIANCE TO 1) PROVIDE THE INITIAL TWENTY-FIVE PERCENT (25%) OF FUNDS FOR THE EXTENSION OR RENEWAL OF AFTERSCHOOL, SPECIAL NEEDS AFTERSCHOOL, AND FULL SERVICE SCHOOLS PROGRAMS FOR THE 2018-2019 SCHOOL YEAR (CONTRACT PERIOD JULY 1, 2018, THROUGH JUNE 30, 2019), 2) PROVIDE FUNDS FOR ONE SUMMER CAMP PROGRAM, 3) PROVIDE MATCHING FUNDS FOR THE 21ST CENTURY LEARNING COMMUNITY GRANT TO OPERATE TWO AFTERSCHOOL AND SUMMER PROGRAMS FOR THE 2018-2019 SCHOOL YEAR, 4) PROVIDE FUNDS TO ALLOW THE KIDS HOPE ALLIANCE TO CONTINUE PARTICIPATION IN THE VITAL STATE-WIDE FLORIDA CHILDREN'S COUNCIL AND THE FLORIDA AFTERSCHOOL NETWORK, AND 5) RESTORE SALARIES AND BENEFITS TRANSFERRED TO PROFESSIONAL SERVICES IN ORDINANCE 2018-78-E, AS INITIATED BY B.T. 18-072; AMENDING THE KIDS HOPE ALLIANCE 2017-2018 BUDGET BY SUBSTITUTING IN THE PLACE OF THE SECOND REVISED SCHEDULE M APPROVED BY ORDINANCE 2017-504-E, A THIRD REVISED SCHEDULE

(c) Explanation of Appropriation

The funding above is from the contingency reserve established in budget ordinance 2017-504-E for the Kids Hope Alliance. When the Jacksonville Children's Commission (JCC) budget passed in Ordinance 2017-504-E, JCC was provided by way of Schedule M funding for specific programs. The remaining program funds were placed in a contingency pending the outcome of Ordinance 2017-563-E, which created Chapter 77, the Kids Hope Alliance. Once the Kids Hope Alliance was formed, it was to go back to City Council to request funds from contingency reserve to fund programs.

Section 2. Purpose. The purpose of the appropriation in Section 1 is to: (1) provide the initial twenty-five percent (25%) of funds for the extension or renewal of afterschool, special needs afterschool, and full service schools programs for the 2018-2019 school year (contract period July 1, 2018, through June 30, 2019); (2) provide funds for one summer camp program; (3) provide matching funds for the 21st Century Learning Community grant to operate two afterschool and summer programs for the 2018-2019 school year; (4) provide funds to allow the Kids Hope Alliance to continue participation in the vital state-wide Florida Children's Council and the Florida Afterschool Network; and, (5) restore salaries and benefits transferred to professional services in Ordinance 2018-78-E, as approved by the Kids Hope Alliance Board pursuant to actions taken at its April 4, 2018 meeting, and as evidenced by the Board Action Items attached hereto as **Revised Exhibit 2** and incorporated herein by this reference.

Section 3. Amending Second Revised Schedule M to Ordinance 2017-504-E. There is hereby amended the fiscal year 2017-2018 budget for the Kids Hope Alliance by substituting in the

afterschool programming. The Kids Hope Alliance is hereby further authorized to allocate the amount shown as "Unallocated Funds" on **Revised Exhibit 3** to increase the funding amounts for the afterschool programs shown on **Revised Exhibit 3** in accordance with the terms and conditions of the applicable RFP, including, but not limited to, the funding guidelines for renewal contracts contained in the applicable RFP.

Section 5. Kids Hope Alliance appropriation transfer authority between Children's Programs. In accordance with the Mayor's transfer policy, the Kids Hope Alliance is authorized to transfer, through a transfer directive, expenditures from one agency to another agency within program categories, provided that the Kids Hope Alliance does not transfer appropriations greater than 10%. Any transfers from one agency to another agency within the program category in excess of 10% shall require City Council approval. Transfers of appropriations from one program category to another program category shall require City Council approval. There shall be provided to the Council Auditor at the end of each quarter a copy or a summary of the written documentation of all transfers made between approved budget line items.

Section 6. Invoking the exception to Section 126.107(g), *Ordinance Code*. Subject to the authorization terms in Section 3 above, the Mayor, or his designee, and the Corporation Secretary are hereby authorized to contract directly for the afterschool, special needs afterschool, summer and full service schools programming contracts. Pursuant to Section 126.107(g) (Exemptions), Part 1 (General Regulations), Chapter 126 (Procurement Code), *Ordinance Code*, such services are exempted from competitive solicitation because the services to be provided by the children's services providers are being approved via authorizing legislation pursuant to this ordinance.