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City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Amending Award - BID #ESC-0317-24

Requested Action/Authority:

Request to increase the maximum indebtedness for BID #ESC-0317-24, Workforce Development and Education Training Services by $200,000.00 to fund two additional applicants; Fresh Ministries Inc and Pearls of Perfection Inc that were the next highest scoring (4th and 5th highest). The revised amount not to exceed $582,500.00. Term is August 1, 2024, through May 31, 2025.

Justification/Explanation:

Fund two additional applicants with the 4th and 5th highest score. Fresh Ministries, Inc. and Pearls of Perfection Inc.

Legal Contract #:	N/A	Contract Date:	08/01/2024	Change Order/AMD #:	1	
PO/Release #:	N/A	Bid Date:	01/21/2024	Awarded Supplier:	Fresh Ministries Inc	
Licenses Verified:	N/A	Effective Date:	08/01/2024	Basis of Award:	N/A	
Federally Funded:	N/A	No. Invited:	92	Responses Received:	20	Attachments:
Solicitation:	RFP-NONCON ESC-0317-24 - N/A			Procurement Contract #:	N/A - N/A	
Executed By:	Office of General Counsel					

PoP:Base:	1 year	Options:	Three (3) one (1) year renewal options	Extension(s):	1
JSEB Rec.:	N/A	%:	N/A	Bonds Waived Pursuant To:	N/A

Fund:	10906	Center:	181001	Acct:	549006	Proj:	000000	Activity:	00000000	$	200,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 582,500.00	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	JCOD:OFFICE_OF_THE_DIRECTOR			
Concurrence:	Signed by: Brown, Chandra F1371028E28443A...	Title:	KHA - CONTRACTS AND PURCHASING MANAGER	8/15/2024
Concurrence:	DocuSigned by: Stephanie Leynes BFE127759CC142E...	Title:	KHA - ASSISTANT DIRECTOR OF CONTRACTS AND PURCHASING	8/15/2024
Concurrence:	DocuSigned by: Sandra Kass E35EB06A4AF9438...	Title:	KHA - CHIEF EXECUTIVE OFFICER	8/15/2024
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Olivia Wallace Cohen A7A7DE8878BC4DD...	Chief of Procurement:	DocuSigned by: B19F1D517352456... 8/16/2024
Name:	Olivia Wallace Cohen	Name:	Dustin L. Freeman

Initial BC
DS SL
DS SG

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	
Members Who Disapprove:	
Other Action:	

Date:

Part 3: Final Awarding Authority Action

Action:

Date:

Signature:

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PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

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Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Saralyn Grass, Chief Executive Officer
Kids Hope Alliance (KHA)

Saralyn Grass

CC: Kenneth Darity, Chief Programs Officer

SUBJECT: Request to amend BID # ESC-0317-24, Workforce Development and Education Training Services -- $200,000.00

DATE: August 12, 2024

Kids Hope Alliance, a public body acting on behalf of the City of Jacksonville, a consolidated political subdivision and municipal corporation existing under the laws of the State of Florida ("KHA") respectfully requests the following:

1. Request to increase the maximum indebtedness for BID # ESC-0317-24, Workforce Development and Education Training Services, by $200,000.00 to fund two additional applicants that were the next highest scoring (4th and 5th highest) within the KHA goal area indicated within their applications (see Exhibits A and 1).
    a. Fresh Ministries, Inc., FreshFuture: FreshFoundations, in the amount of $100,000.00. The term of service shall be from August 1, 2024 through May 31, 2025 with three (3) one (1) year renewal options.
    b. Pearls of Perfection, Inc., POP Workforce Development and College Readiness, in the amount of $100,000.00. The term of service shall be from August 1, 2024 through May 31, 2025 with three (3) one (1) year renewal options.
2. The revised amount not to exceed for BID # ESC-0317-24 shall be $582,500.00.

Upon approval of this request, KHA will proceed with a request to Procurement to award a contract to the two additional applicants listed on Exhibit A until all funding is exhausted.

KHA anticipates funding as follows:

Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
Jacksonville Upward Mobility Program (JUMP)	10906	181001	549006	000000	00000000	00000	0000000

Total Funding: **$200,000.00**

Attachment(s): Previous Award Dated 4/28/24
Exhibit A: ESC-0317-24 Funding Recommendations
Exhibit 1: Total Scores Average
Scope of Services for Fresh Ministries, Inc. and Pearls of Perfection, Inc.

For additional information, please contact Kenneth Darity at (904) 255-4422 or KDarity@coj.net.

Cc: Olive Wallace Cohen, Buyer
Jessica Pitts, Director, Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
John Everett, Director of Workforce Development

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Exhibit A
Scope of Services

Provider: FreshMinistries, Inc.

Program: FreshFutures: FreshFoundations

A project's Scope of Work is the blueprint for work to be accomplished. The section provides details for implementing the project and give specific examples for how work is going to be accomplished.

The contract with the providers to operate the program will follow the guidelines of the program priorities outlined below.

In addition to any services stipulated by the Provider in the Proposal. The Provider shall perform the following services:

Program Design Requirements:

The purpose of the program is to establish or expand programs that provide youth/young adults and prime age adults with opportunities for workforce development, education, and training. Programs also include community engagement.

*The program provides safe environments for workforce development education and training services and mya have one or multiple centers/sites which may be located in schools, community facilities, and/or faith-based facilities. All sites **must** provide a range of high-quality services to support workforce development education and training services.*

Workforce Development Education and Training Services

Kids Hope Alliance, KHA, seeks proposals from qualified contractor(s) to work with youth/young adults (ages 16-24) and prime age adults (ages 25-54) in the following areas:

1. ***Career and Technical Education/Training**: provide non-degree certificate and credentialling training and sector specific workforce pathways.*
   - High School Diploma / GED support and Assistance including ACT/SAT Prep
   - On-the-job training, work experience, and internships
   - Entrepreneurship training
   - College and Career Exploration
   - Professional Development and Career Certificates (e.g. Serv Save, Cybersecurity, Digital Marketing, Project Management – PMP, Human Resources, Microsoft 360 Fundamentals, Design Certifications, etc.)
   - Participants will also engage in or complete other appropriate workforce education and training as determined by assessment and needs of the individual, target population and community

2. ***Professional and Career Development Services**: Design and deliver comprehensive soft skills training aimed at improving essential interpersonal and professional competencies.*
   - 21st Century Skills training
   - Customer Service Training
   - Workforce Readiness Training

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- Financial Literacy
- Emotional Intelligence
- Participants will also engage in or complete other professional and career development services as determined by assessment and needs of the individual, target population and community.

The specific purposes of the program are to:

1) **Career and Technical Education/Training:** *Youth/Young Adults and Prime Age Adults Career and Technical Education/ Training services consist of programs and activities designed to provide a pathway to prosperity which includes industry credentials in a high need industry. The Career and Technical Education/Training program must be designed to increase the number of credentials (certificates, certifications, license) for individuals in local communities. To increase access to and participation in programs that provide credentials (certificates, certifications, licenses) and create positive employment and earnings outcomes for participants in these areas, . Proposed programming should be designed to support youth/young adults and prime age adults in addressing individual goals/pathway to prosperity plans to prepare for, and succeed in, their future.*
    - *Develop a program model for providing services to youth/young adults and prime age adults currently living in Duval County with a desire for upward mobility via workforce development education and training. Program Models must address the needs of unique population not currently being implemented the same way through Duval County Public Schools or other community programming.*
    - *Targeted youth/young adults and prime age adults should reside in Duval County and be between the ages of 16-24 (youth/young adults) and 25-54 (prime age adults). Participants must agree to participate in all components of the program and work towards credentials (certificates, certification, licenses)*
    - *Establish partnerships and agreements within the community to facilitate referrals, employ highly qualified staff that are trained and certified as appropriate in workforce development education and training services. Provide initial needs assessment and ongoing services to participants in the program to determine a plan of action and appropriate methods of delivery. Utilize valid and reliable assessment tools to identify the unique needs of youth/young adults and prime age adults.*

2) ***Professional and Career Development Services**: Increase youth/young adults and prime age adults' ability to navigate modern day workplaces by equipping them with relevant, useful, in-demand 21st century skills. The term 21st century skills refer to a broad knowledge , skills, work habits, and character traits critically important to success in today's workplace. Developing 21st century skills is important because they help individuals work well with others, grow as a person, and excel in life. Some examples of 21st century skills include:*

- *Critical thinking*
- *Creativity*
- *Collaboration*
- *Communication*
- *Information Literacy*

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PERFORMANCE MEASURES

The Contractor will be required to submit client performance measure data, in the SAMIS Performance Measure (PM) Module, within the time frames specified by KHA. The Contractor shall also report any barriers experienced in performance measure achievement, as required. The report should also include any noteworthy activities that have occurred during the term of this Agreement, as requested. Contractors will use the KHA Data Quality Assurance Report to ensure administration points are completed and service components are attached.

DESIRED RESULT:

Results based accountability utilizes data to improve performance outcome measures to achieve the desired customer result. When applied, performance measurement answers the following key questions:

Key Question	Performance	KHA Goal*	Evaluation Tool	Admin Schedule
How Much Did We Do?	% of contracted youth actually served.	95%	SAMIS Data	Analyzed on SemiAnnual Schedule
	% of funded allocation utilized.	95%	SAMIS Data	Analyzed on SemiAnnual Schedule
	Program Services Monitoring	Meets Expectations	Monitoring and Site Visits	1st Year – Quarterly
How Well Did We Do It?				2nd & 3rd Year – BiAnnually
	Data Integrity	95%	SAMIS Quality Assurance Report	Analyzed on SemiAnnual Schedule
Is Anybody Better Off?	% of regularly participating participants who obtain a high school diploma or General Education Development (GED)/ high school equivalency and the progress to employment or postsecondary education within a year.	80%	Client/Case Files	Analyzed on annual schedule
	% of regularly participating participants who obtained recognized postsecondary credentials (Microsoft	80%	Appropriate tool to be mutually agreed upon with	Workforce Certification for participants

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	Certification, ServSafe Certification, etc.) within one year		Contractor	
	# of work-based learning opportunities created and filled with milestones tracked as per WIOA standards	Output only	Appropriate tool to be mutually agreed upon with Contractor	Analyzed on quarterly schedule
	Become employed, if not employed at enrollment	80%	Client/Case Files	Analyzed Monthly & Quarterly
	Complete Career Counseling	80%	Client/Case Files and attendance records	Analyzed Monthly & Quarterly
	Increase salary earning potential by completing employment training or obtaining an industry recognized certificate/credential.	80%	Client/Case Files, attendance record or copy of completion certification for job training program, copy of credential completion or transcript	Analyzed Monthly & Quarterly

Staffing Requirements:

The provider must ensure the services will be provided by trained professional staff. All staff working in the program shall pass a Level II background screening prior to working in the program and shall maintain a current background screening during employment. All staff must complete a minimum of twenty (20) hours of professional development related to workforce development.

Number of Students Served:

# of participants enrolled: 25
Youth/young adults must be from ages 16 to 24
Prime age adults must be from ages 25 to 54
Number of participants Served:

- *16 to 24 years old: 25*
- *25 to 54: 0*

Term of Agreement and Service Time:

August 1, 2024- May 31, 2025 with 3 renewal options

Days of the Week: 2 minimum

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Number of Days: 80
Number of hours per day: 4

Location(s)/Address:

Weaver Center - 616 A. Philip Randolph Blvd., Jacksonville, FL 32202; 1Bridge Connect – 25 E. Beaver Street, Jacksonville, FL 32202, and Beaver Street Enterprise Center – 1225 W. Beaver Street, Jacksonville, FL 32204

The provider will be expected to follow the same guidelines set forth by The Florida Department of Children and Families in regards to childcare licensure or exemption in addition to the requirements in the Kids Hope Alliance contract. Technical assistance is available.

Note: The information provided here is aligned with what is requested in the budget and outlined in the application narrative.

Program Fees and Program Income

Provider must report any income and/or fees/charges from the program.

Safety Requirements:

The safety of students and their families participating in the program is of the highest priority. Students must participate in structured activities in a safe environment supervised by well-trained and caring staff on- and off-site. Facilities must comply with federal, state, and local health and safety standards.

Community Engagement Requirements

KHA is committed to promoting the coordination of workforce development education and training services in Duval County. Therefore, applicants are required to form clearly defined, meaningful interagency agreements with other Contractors that are cost effective and provide a direct impact on clients served.

The providers will be required to provide necessary information to the funder in an accurate and timely manner to meet deadlines set by the Kids Hope Alliance (KHA). The providers will need to enter data into, local, state and federal data collection systems with assistance from the KHA. Failure to follow the reporting outcomes may delay reimbursement of contracts invoices, corrective action, probation and/or termination of contract.

5. Dissemination Plan

All providers are required to disseminate understandable and accessible information about the program to the community, such as the location of services and proposed activities. The purpose of information dissemination must not be focused on recruiting students into the program, but rather to inform the community and stakeholders about the importance and promise of this program. Display KHA's logo according to the guidelines at www.kidshopealliance.org/comms on

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provider's website and on any printed promotional material paid for using KHA funds including stationary, brochures, flyers, posters, PDF's, emails, online/digital campaigns, etc., describing or referring to a program or service funded by the KHA. The logo on provider's website must include hyperlinks to KHA's website, www.kidshopealliance.org

6. Budget

NOTE: Funds received under this program must be used to provide workforce development education and training services and cannot be applied retroactively to pay for pre-award planning activities related to the proposal.

Budget Correlates with Narrative

Applicants must be able to demonstrate the extent to which the costs are reasonable and *necessary in relation to the number of students and adults to be served and the correlation to the anticipated results and benefits. All items included in the budget must clearly relate to activities described in the program design section of the application.* ***No item should be identified in a budget that has not been explained in the program narrative.*** *The budget narrative must detail the proposed use of funds in relation to the objectives, design, and scope of project activities. The budget narrative must also address the necessity and rationale of proposed costs.*

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Exhibit A

Scope of Services

Provider: Pearls of Perfection, Inc.

Program: POP Workforce Development and College Readiness

A project's Scope of Work is the blueprint for work to be accomplished. The section provides details for implementing the project and give specific examples for how work is going to be accomplished.

The contract with the providers to operate the program will follow the guidelines of the program priorities outlined below.

In addition to any services stipulated by the Provider in the Proposal. The Provider shall perform the following services:

Program Design Requirements:

The purpose of the program is to establish or expand programs that provide youth/young adults and prime age adults with opportunities for workforce development, education, and training. Programs also include community engagement.

The program provides safe environments for workforce development education and training services and mya have one or multiple centers/sites which may be located in schools, community facilities, and/or faith-based facilities. All sites **must** provide a range of high-quality services to support workforce development education and training services.

Workforce Development Education and Training Services

Kids Hope Alliance, KHA, seeks proposals from qualified contractor(s) to work with youth/young adults (ages 16-24) and prime age adults (ages 25-54) in the following areas:

1. **Career and Technical Education/Training**: provide non-degree certificate and credentialling training and sector specific workforce pathways.

   Program participants will receive training that will lead to certifications and credentials in high-demand industries including Business and Entrepreneurship that will boost their employability.

2. **Professional and Career Development Services**: Design and deliver comprehensive soft skills training aimed at improving essential interpersonal and professional competencies through the following methods.

   - Project-Based Learning: Our career development training will allow program participants to engage in project-based learning experiences that simulate real-world work scenarios and help them develop problem-solving skills and practical knowledge for application in the future career.
   - Mentorship and Coaching: Program participants will be paired with experienced

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professionals that will provide invaluable guidance, support, and networking opportunities.

- Soft Skills Development: Our career development training will emphasize the importance of communication, teamwork, adaptability, and other essential soft skills that are needed to succeed in the workforce.

The specific purposes of the program are to:

The specific purpose of our program is to offer industry and college tours, summer externships and internships, and workforce coaching. Our workforce development program incorporates training strategies and best practices that ensures youth/young adults earn certifications and participate in career development training that equips them with the skills, knowledge and experience needed to succeed and excel in the workforce.

Industry and College Tours- As part of our program, participants will have the opportunity to engage in five industry tours of local businesses such as car dealerships, banks, hospitals, insurance companies, and business centers. These tours will provide valuable exposure to various industries and career paths, allowing participants to apply their financial knowledge in real-world settings and gain a deeper understanding of the connection between financial literacy and workforce development.

Summer Externships and Internships- Selected participants that meet the minimum requirement of attending 10 or more workshops throughout the year and complete assigned course work will have an opportunity to interview for and be selected for summer internships with local companies. Interns will work a total of 120 hours during the summer performing diverse and challenging tasks throughout their placement.

Workforce Coaching- Workforce Coaches will work with each participant to determine the appropriate assistance needed based on interest and ability surveys. They will also meet one on one with participants to determine academic and career goals. Our holistic counseling prioritizes student wellbeing, providing tailored support to ongoing relevant feedback and support.

PERFORMANCE MEASURES
The Contractor will be required to submit client performance measure data, in the SAMIS Performance Measure (PM) Module, within the time frames specified by KHA. The Contractor shall also report any barriers experienced in performance measure achievement, as required. The report should also include any noteworthy activities that have occurred during the term of this Agreement, as requested. Contractors will use the KHA Data Quality Assurance Report to ensure administration points are completed and service components are attached.
DESIRED RESULT:

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Results based accountability utilizes data to improve performance outcome measures to achieve the desired customer result. When applied, performance measurement answers the following key questions:

Key Question	Performance	KHA Goal*	Evaluation Tool	Admin Schedule
How Much Did We Do?	% of contracted youth actually served	90%	SAMIS Data	Analyzed on SemiAnnual Schedule
	% of funded allocation utilized.	95%	SAMIS Data	Analyzed on SemiAnnual Schedule
How Well Did We Do It?	Program Services Monitoring	Meets Expectations	Monitoring and Site Visits	1st Year – Quarterly
	Data Integrity	95%	SAMIS Quality Assurance Report	Analyzed on SemiAnnual Schedule
Is Anybody Better Off?	% of regularly participating participants who obtain a high school diploma or General Education Development (GED)/ high school equivalency and the progress to employment or postsecondary education within a year.	80%	Client/Case Files	Analyzed on annual schedule
	% of regularly participating participants who obtained recognized postsecondary credentials (Entrepreneurship, Small Business Certification Award, VyStar Banking) within one year	80%	Appropriate tool to be mutually agreed upon with Contractor	Workforce Certification for participants
	# of work-based learning opportunities created and filled with milestones tracked as per WIOA standards	Output only	Appropriate tool to be mutually agreed upon with Contractor	Analyzed on quarterly schedule
	% Graduate from high school on time. Are promoted to the next grade level.	95%	High School diploma or end of year report card	Analyzed Annual on Schedule
	Attend (in person) internship placement interview	75%	Interview email confirmation	Analyzed Annual on Schedule

Staffing Requirements:

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The provider must ensure the services will be provided by trained professional staff. All staff working in the program shall pass a Level II background screening prior to working in the program and shall maintain a current background screening during employment. All staff must complete a minimum of twenty (20) hours of professional development related to workforce development.

Number of Students Served:

# of participants enrolled: Click or tap here to enter text.
Youth/young adults must be from ages 16 to 24
Prime age adults must be from ages 25 to 54
Number of participants Served:

- *16 to 24 years old: 50*
- *25 to 54: 0*

Term of Agreement and Service Time:

August 1, 2024- May 31, 2025 with 3 renewal options

Days of the Week: Thursday or Saturday
Number of Days: 1
Number of hours per day: 2

Location(s)/Address:

Ed White High School – 1700 Old Middleburg Rd, Jacksonville, FL 32210; Jean Ribault High School – 3701 Winton Dr. Jacksonville, FL 32208; Omega Psi Phi Co

The provider will be expected to follow the same guidelines set forth by The Florida Department of Children and Families in regards to childcare licensure or exemption in addition to the requirements in the Kids Hope Alliance contract. Technical assistance is available.

Note: The information provided here is aligned with what is requested in the budget and outlined in the application narrative.

Program Fees and Program Income

Provider must report any income and/or fees/charges from the program.

Safety Requirements:

The safety of students and their families participating in the program is of the highest priority. Students must participate in structured activities in a safe environment supervised by well-trained and caring staff on- and off-site. Facilities must comply with federal, state, and local health and safety standards.

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Community Engagement Requirements

KHA is committed to promoting the coordination of workforce development education and training services in Duval County. Therefore, applicants are required to form clearly defined, meaningful interagency agreements with other Contractors that are cost effective and provide a direct impact on clients served.

The providers will be required to provide necessary information to the funder in an accurate and timely manner to meet deadlines set by the Kids Hope Alliance (KHA). The providers will need to enter data into, local, state and federal data collection systems with assistance from the KHA. Failure to follow the reporting outcomes may delay reimbursement of contracts invoices, corrective action, probation and/or termination of contract.

Dissemination Plan

All providers are required to disseminate understandable and accessible information about the program to the community, such as the location of services and proposed activities. The purpose of information dissemination must not be focused on recruiting students into the program, but rather to inform the community and stakeholders about the importance and promise of this program. Display KHA's logo according to the guidelines at www.kidshopealliance.org/comms on provider's website and on any printed promotional material paid for using KHA funds including stationary, brochures, flyers, posters, PDF's, emails, online/digital campaigns, etc., describing or referring to a program or service funded by the KHA. The logo on provider's website must include hyperlinks to KHA's website, www.kidshopealliance.org

Budget

NOTE: Funds received under this program must be used to provide workforce development education and training services and cannot be applied retroactively to pay for pre-award planning activities related to the proposal.

Budget Correlates with Narrative

Applicants must be able to demonstrate the extent to which the costs are reasonable and *necessary in relation to the number of students and adults to be served and the correlation to the anticipated results and benefits. All items included in the budget must clearly relate to activities described in the program design section of the application.* ***No item should be identified in a budget that has not been explained in the program narrative.*** *The budget narrative must detail the proposed use of funds in relation to the objectives, design, and scope of project activities. The budget narrative must also address the necessity and rationale of proposed costs.*

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Exhibit 1
Total Scores Average ESC-0317-24
Workforce Development and Education Training Services

ID	Supplier	Sourcing Event ID	Sourcing Event Title	Question #8: 1)Professional/ Career Development Services OR 2)Career Technical Education/Training OR 3) BOTH	Requested Funding Amount	Question #9: Proposed # of students	Murphy	Wakefield	Wirth	Ganues	Morse	Taylor	Average
374	Goodwill Industries of North Florida, Inc.	65	Workforce Development Education and Training Services	BOTH	$82,500.00	30-40	212	222	216				217
376	Lutheran Services Florida, Inc.	65	Workforce Development Education and Training Services	BOTH	$158,883.73	60	210	222	214				215
378	KRUMPIN 4 SUCCESS INC	65	Workforce Development Education and Training Services	BOTH	$249,997.50	40-120	196	222	217				212
372	Fresh Ministries	65	Workforce Development Education and Training Services	BOTH	$228,780.44	50	217	199	200				205
371	Pearls of Perfection	65	Workforce Development Education and Training Services	BOTH	$194,910.00	100	169	216	210				198
381	Jacksonville Urban League, Inc.	65	Workforce Development Education and Training Services	Professional/Career Development Services	$250,000.00	125	179	208	203				197
382	I.M. Sulzbacher Center for the Homeless	65	Workforce Development Education and Training Services	BOTH	$95,200.00	35				181	212	187	193
387	EI - Beth - El Development	65	Workforce Development Education and Training Services	BOTH	$250,000.00	40-60				172	197	209	193
386	Tiphne Darshay Hollis Foundation	65	Workforce Development Education and Training Services	BOTH	$263,050.11	120 (Prof/Career); 140 Career Tech Ed/Training				169	195	205	190
377	Center for Children's Rights	65	Workforce Development Education and Training Services	Professional/Career Development Services	$250,000.00	15 Paid Fellows; 100 youth	150	207	206				188
384	Girls Incorporated of Jacksonville	65	Workforce Development Education and Training Services	Professional/Career Development Services	$83,333.33	100				179	198	184	187
375	Family Foundation of Northeast Florida	65	Workforce Development Education and Training Services	BOTH	$75,000.00	100+	158	194	204				185
390	Cathedral Arts Project, Inc.	65	Workforce Development Education and Training Services	Professional/Career Development Services	$93,300.00	40				168	218	162	183
380	The First Coast Leadership Foundation	65	Workforce Development Education and Training Services		$75,250.00		178	200	165				181
383	Dove Outreach Center, Incorporated	65	Workforce Development Education and Training Services	BOTH	$245,867.50	24				193	174	176	181
389	Jacksonville Arts & Music School Inc.	65	Workforce Development Education and Training Services	BOTH	$100,000.00	25				182	188	166	179
391	Encore Community Outreach	65	Workforce Development Education and Training Services	BOTH	$69,150.00	20				169	193	167	176
392	Florida Economic Consortium, Inc.	65	Workforce Development Education and Training Services	BOTH	$499,920.00	128				164	198	167	176
				TOTAL	$3,265,142.61								
													167
373	D Squared 2 Corporation	65	Workforce Development Education and Training Services	Professional/Career Development Services	$224,186.72	100	151	109	127				129
385	Network for Teaching Entrepreneurship	65	Workforce Development Education and Training Services	BOTH	$179,323.34	25-50				65	90	59	71

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Exhibit A

Funding Recommendations

ESC-0317-24 Workforce Development and Education Training Services

Contract Number	Company	Description	State Date	End Date	Amount
71261-24	Goodwill Industries of North Florida, Inc.	Workforce Development Education & Training Services	6/1/2024	5/31/2025	$ 82,500.00
71262-24	Lutheran Social Services of Northeast Florida, Inc.	Workforce Development Education & Training Services	6/1/2024	5/31/2025	$ 149,940.00
71263-24	KRUMPIN' FOR SUCCESS, INC.	Workforce Development Education & Training Services	6/1/2024	5/31/2025	$ 149,850.00
	Fresh Ministries, Inc.	Workforce Development Education & Training Services	8/1/2024	5/31/2025	$ 100,000.00
	Pearls of Perfection, Inc.	Workforce Development Education & Training Services	8/1/2024	5/31/2025	$ 100,000.00
					$ 582,290.00

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SUBJECT: WORKFORCE DEVELOPMENT AND EDUCATION TRAINING SERVICES

BID #: ESC-0317-24 **OPEN DATE: 02/21/24**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - June 1, 2024 through May 31, 2025 with three (3) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 92 **NUMBER RECEIVED:** 20 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the highest scoring responsive, responsible providers listed in Exhibit 1, as a result of negotiations for Workforce Development and Education Training Services. Period of service will be from June 1, 2024 through May 31, 2025, with three (3) one (1) year renewal options. The total award expenditure not-to-exceed $382,290.00.

Funding Sources:
Jacksonville Upward Mobility Program (JUMP): 10906.181001.549006.000000.00000000.00000.0000000.
To be executed by formal contract through the Office of General Counsel and process by purchase order releases

Attachments: Recommendation Memo, Exhibit 1, Previous Award

ANALYST: Olive Wallace-Cohen **RESPECTFULLY SUBMITTED**
Olive Wallace-Cohen

DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, CEO, 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: 4/25/24

OTHER:

ACTION OF AWARDING AUTHORITY DATE 4/28/24

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 881B5485-3EA0-4E03-A8E4-768F0D850BDE

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Saralyn Grass, Chief Executive Officer
Kids Hope Alliance (KHA)

Saralyn Grass

CC: Kenneth Darity, Chief Administrative Officer,
Kids Hope Alliance (KHA)

SUBJECT: Request to Award - BID # ESC-0317-24 - Workforce Development and Education Training Services -- $382,290.00

DATE: April 10, 2024

Kids Hope Alliance, a public body acting on behalf of the City of Jacksonville, a consolidated political subdivision and municipal corporation existing under the laws of the State of Florida ("KHA") respectfully requests the following:

1. KHA has completed negotiations with applicants for BID # ESC-0317-24, Workforce Development and Education Training Services, and is requesting approval to award contracts to the three (3) applicants as listed on Exhibit 1, attached.

   The initial term of the contracts shall be from June 1, 2024 through May 31, 2025 with up to three (3) additional one-year terms. The total maximum indebtedness not to exceed shall be $382,290.00.

Upon approval of this request, contracts will be executed by the City of Jacksonville Office of General Counsel.

KHA anticipates funding as follows:

Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
Jacksonville Upward Mobility Program (JUMP)	10906	181001	549006	000000	00000000	00000	0000000

Total Funding **$382,290.00**

Attachment(s): Exhibit 1, Funding Recommendations
Award for Negotiations Dated 3/22/24

For additional information, please contact Kenneth Darity at (904) 255-4422 or KDarity@coj.net.

Cc: Benjamin Kemp, Buyer
Jessica Pitts, Director Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing

1095 A. Philip Randolph Blvd., Jacksonville, FL 32206 | (904) 255-4400 | Fax: (904) 255-4502

Docusign Envelope ID: 881B5485-3EA0-4E03-A8E4-768F0D850BDE

Exhibit 1
Funding Recommendations

ESC-0317-24: Workforce Development Education and Training Services

Supplier	Sourcing Event Title	Type of Budget	# of Participants	UOS Rate	Funding Awarded
Goodwill Industries of North Florida, Inc	Workforce Development Education and Training Services	Cost Reimbursement	37	N/A	$ 82,500.00
Lutheran Social Services of Northeast Florida, Inc.	Workforce Development Education and Training Services	Units of Service, UOS	51	$ 2,940.00	$ 149,940.00
KRUMPIN 4 SUCCESS INC	Workforce Development Education and Training Services	Units of Service, UOS	270	$ 555.00	$ 149,850.00
					$ 382,290.00

Docusign Envelope ID: 881B5485-3EA0-4E03-A8E4-768F0D850BDE

SUBJECT: WORKFORCE DEVELOPMENT AND EDUCATION TRAINING SERVICES

BID #: ESC-0317-24 **OPEN DATE: 02/21/24**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - June 1, 2024 through May 31, 2025 with three (3) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 92 **NUMBER RECEIVED:** 20 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Preliminary evaluation was done of the twenty (20) responses received for Workforce Development and Education Training Services.

KHA is hereby requesting approval to negotiate with the top three (3) providers, Goodwill Industries of Northeast Florida, Inc., Lutheran Services Florida, Inc., and Krumpin 4 Success, Inc., as outlined in Exhibit 1. The results will be documented and presented to the CSPEC Committee for approval.

Upon successful negotiation and approval, KHA will proceed with a request for award to the highest scoring applicants until all funding is exhausted.

Attachments: Recommendation Memo, Bid Tabulation, Scoring Sheets, Evaluation Matrix, Terms of Agreement/Scope

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Olive Wallace-Cohen
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, CEO, 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: 3/21/24

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 3/22/24

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02