City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Single Source Award, Hope Street Inc., Trust Based Relational Intervention (TBRI)

Requested Action/Authority:

Request to make retroactive from 6/1/24 through date of award. Request to exercise the first of three renewal options for SS-14198-23, Contract # 70485-23, Amendment 1, for Hope Street Inc., in the amount of $275,000.00 for Trust Based Relational Intervention (TBRI). Period of service is June 1, 2024 through May 31, 2025. The total revised expenditure amount not to exceed $504,167.00.

Justification/Explanation:

TBRI is intense trauma-informed training, coaching and consultation services that address the effect of early adversity and relational trauma through three sets of practice principles.

Legal Contract #:	70485-23	Contract Date:	08/01/2023	Change Order/AMD #:	1	
PO/Release #:	N/A	Bid Date:	08/01/2023	Awarded Supplier:	Hope Street, Inc.	
Licenses Verified:	N/A	Effective Date:	06/01/2024	Basis of Award:	N/A	
Federally Funded:	No	No. Invited:	N/A	Responses Received:	N/A	Attachments:
Solicitation:	SS - 14198 - 23			Procurement Contract #:	POA - 70485-23	
Executed By:	Office of General Counsel					

PoP:Base:	N/A	Options:	First of three renewal options	Extension(s):	N/A
JSEB Rec.:	N/A	%:	N/A	Bonds Waived Pursuant To:	N/A

Fund:	10901	Center:	181001	Acct:	582001	Proj:	000000	Activity:	00000459	$	275000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 504167.00	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	JCOD:OFFICE_OF_THE_DIRECTOR			
Concurrence:	DocuSigned by: Sarah Hass E35E806A4AF9438...	Title:	KHA - CHIEF EXECUTIVE OFFICER	7/26/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Olive Wallace Cohen A7A7DE8876BC4DD...	Chief of Procurement:	DocuSigned by: B19F1D517352456...
Name:	Olive Wallace Cohen	Name:	Dustin L. Freeman

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:

Docusign Envelope ID: B0903B76-E3FA-4F37-9D79-853A101DEEB4

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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Letter of Intent
Agency Award Information: FY24-25

ESC	**Contract #**	**Agency**
Connect for Hope Hope & Healing JAX: Building a Trauma Responsive Jacksonville	70485-23 Hope Street, Inc. -- Special Needs - TBRI Training	Hope Street, Inc DBA Hope & Healing JAX

February 7, 2024

Kirsten Freitag Murray, Executive Director
Hope Street, Inc. DBA Hope & Healing JAX
PO Box 50154
Jacksonville, FL 32240

RE: Letter of Intent

Dear Kids Hope Alliance Contract Manager:

Please accept this letter as notice of **Hope Street, Inc. DBA Hope & Healing JAX** intent to continue services for the FY2024-25 Contract Year at the following:

Program Location(s) **(Please list all locations)**	• Virtual Platform • Kids Hope Alliance 1095 A Phillip Randolph Blvd Jacksonville, FL 32206 • Center of Hope at Emmett Reed 1093 W Sixth Street Jacksonville, FL 32209 • On Site at Hope Organizations and/or Kids Hope Alliance partners as identified for dedicated organizational/community training and coaching • On Site faith congregations as identified through submitted Hope Applications

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	•
Program Start Date	6/1/2024
Program End Date	5/31/25
Contract Amount (12month budget)	$275,000

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

Sincerely,

Kirsten Freitag Murray
717-380-3376
kmurray@hopeandhealingjax.org
Executive Director

***Must be the authorized signer for the agency**

Approved by: Date:

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FY 24-25 Scope of Services	
ESC Connect for Hope Hope & Healing JAX: Building a Trauma Responsive Jacksonville	**Agency** Hope Street, Inc DBA Hope & Healing JAX

FY24-25 Contract Year: June 1, 2024 -May 31, 2025

Funding Approved for FY24-25: $275,000

Number of Proposed Children/Youth 24/25: 500 targeted parents/caregivers/providers/ youth served

Please copy and paste your approved scope from last year below. If any changes are made, please highlight the changes.

MANAGEMENT:

Hope Street DBA Hope & Healing JAX (HHJ) is a 501c3 based in Jacksonville, FL, established in 2017 that *equips ALL who touch the lives of children with what they need, so they can give children what they need via* Trust Based Relational Intervention® (TBRI®) *Caregiver Trainings embedded in Substance Abuse and Mental Health Service Administration's (SAMHSA) Trauma Informed Frameworks. Our mission is to strengthen family bonds and reduce child maltreatment by creating a trauma responsive culture of awareness, knowledge, care, safety, and connection in homes, schools, neighborhoods, and provider agencies to foster education, resolution, and healing of trauma, especially the healing of Adverse Childhood Experiences (ACEs) through TBRI® and Positive Childhood Experiences (PCEs). TBRI® equips adults with understanding, strategies, and skills to strengthen connection and felt safety with children in their care.

Facilitated by HHJ TBRI® Practitioners trained directly through the developer institution at KPICD, TBRI® is a care model designed to empower adults to meet relational and developmental needs of children impacted by trauma. TBRI® *Caregiver Training is delivered live via virtual platforms (never recorded and reposted) and in-person training formats in customized time frames based on partner needs. We utilize KHA's CollaborNation platform to offer CEU opportunities.

HHJ does not have physical office space, as we provide in-person trainings in physical settings that participants normally frequent, adding to their felt-safety and comfort. As the single service provider of TBRI® *Caregiver Training in Jacksonville, we partner with other agencies as we provide TBRI® *Caregiver Training to their staff and clients. *(*CAREGIVER refers to *parents/caregivers, teachers, faith leaders, professionals, and volunteers from all sectors. ALL serving children and their families.)*

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Direct supervision of program staff members will be provided by Executive Director. Direct supervision of contracted Practitioners will be provided by Director of Operations and Director of Programs.

Since October 2020, HHJ has delivered TBRI® Caregiver Trainings community wide to over **7217** participants from over **50** schools and **70** organizations through **1198** education hours. Touching the lives of over **40,000** children and their families through the support of Kids Hope Alliance, Partnership for Child Health, DCPS, Baptist Health and others.

GOAL:
Strengthen family bonds and reduce child maltreatment by creating a trauma responsive culture of awareness, knowledge, care, safety, and connection in neighborhoods and provider agencies to foster education, resolution, and healing of trauma.
ACTIVITIES:

- Customized trauma informed TBRI® training/coaching delivery and evaluation to individuals, organizations, and communities; and
- Lead agency Hope & Healing Jax: Systems approach to connect Jacksonville providers to address trauma.

*Hope Street, Inc.***, d/b/a "Hope & Healing JAX" (HHJ)** *serves as the Lead Agency (selected via RFP and Proposal process) agency for HHJ. All Trust Based Relational Intervention® (TBRI®) and Trauma Informed Care work delivered by HHJ falls under the objectives for HHJ-Building a Trauma Responsive Jacksonville. HHJ. consists of an Executive Director, Director of Operations, and Director of Programs, with contracted TBRI® Practitioners who deliver community-based Trauma-Informed TBRI® trainings/coaching, and a contracted Social Media Manager.* See Staffing Requirements for full bios of Leadership Team.

HHJ *equips ALL who touch the lives of children with what they need, so they can give children what they need via* TBRI® Caregiver Trainings. TBRI® equips adults in a child's life with understanding, strategies, and skills to strengthen connection and felt safety. Our strength- based, whole systems approach to attachment/trauma via community TBRI® trainings provides trauma-informed, evidence-based shared approach to work with children/families. TBRI® coaching and Hope & Healing JAX supports organizational change.

As Single Service Provider of TBRI® in Jacksonville, and with TBRI® as one of two EBPs approved for Florida's DCF enhanced foster care rate, HHJ plays a vital healing role in our community. HHJ is the Florida designated partner of Texas Christian University Karyn Purvis Institute of Child Development at Texas Christian University (KPICD @ TCU), developers of TBRI®, allows us to train outside of our organization and gives us access to resources and consultation in support of a systemic community implementation model. We are in process to earn TBRI® Ambassador Organization designation (6th of projected 25). Our KPICD partnership connects us to ongoing research studies advancing neurobiology related to early maltreatment impacts/outcomes, to responsively deliver this research-based trauma- informed EBP promoting child wellbeing.

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As the HHJ: Building a Trauma Responsive Jacksonville Backbone Agency, we will facilitate:
CONVENING and MOBILIZATION of Systems of Care and child- and family serving agencies/organizations toward COLLECTIVE IMPACT.

HHJ will bring together those already working in Jacksonville to address ACEs and trauma to promote healing and build resilience. Networking to STRENGTHEN and GROW existing EFFORTS.

- Connectors:
  - Of communities and organizations with one another.
  - Share events, tools, and resources widely.
  - Tell the stories of people making a difference.
  - Support local level Systems of Care work.
- Advocates:
  - Combine voices and efforts from all sectors to
  - Make the biggest difference including:
    - Systems change and
    - Governmental level policy change.
- Solution Engineers:
  - Identify needs
    - Identify community solutions already at implementation stage
    - Combine viewpoint and experiential diversity

Purpose:
Trust-Based Relational Intervention® (TBRI®):

The purpose of this program is to continue to address the effects of early adversity, disruption to attachment, and relational trauma through three sets of practice principles: Connecting, Empowering, and Correcting through the delivery of TBRI® embedded in Search Institute's Developmental Relationships and SAMHSA's Trauma Informed Frameworks. TBRI® is an attachment-based, trauma-informed, whole-child approach to recognizing and meeting the needs of children and youth who have experienced early adversity, toxic stress, and/or relational trauma. The TBRI model was developed at TCU by Dr. Karyn Purvis and Dr. David Cross. TBRI® principles apply to all relationships, so we message these trainings out as supportive and healing for all children, families, organizations, and our entire community.

Our strength-based, trauma-informed individual, organizational and community model of care involving the community shifts the focus from 'What's wrong with you?' to 'What happened to you?' This matters as the focus shifts from deficits and brokenness to a holistic healing way of understanding the context of stressors and behaviors and provides strategies that nurture trusting relationships. Connect & Nurture.

Problem:
Trauma is a public health emergency. Trauma occurs when the extreme stress of an event (acute) or circumstances (chronic) overwhelms a person's ability to cope. Possible effects of trauma include:

- Inability to cope with stress of daily living
- Difficulty trusting and benefiting from relationships

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- Trouble with cognitive processes like memory, attention, and thinking
- Difficulty regulating behavior or emotions

According to the Centers for Disease Control (CDC), 61% of people report experiencing at least one type of adverse childhood experience (ACE) before age 18, with one in six experiencing four or more types of ACEs. It follows that some barriers to trauma informed care are: (1) trauma is widespread, (2) lack of funding, (3) inconsistent supportive culture, (4) inconsistent multiagency approach to trauma-informed care, researched by G. Roberts, et al, 2023.

To address these barriers, as single service provider of TBRI® in our region and as Hope & Healing JAX: Building a Trauma Responsive Jacksonville lead agency, Hope Street delivers a trauma-informed, strength-based, whole systems approach to attachment, trauma, and building trusting connections across the lifespan. We raise awareness of trauma's impact and available trainings through our pubic facing website @ hopeandhealinghjax.org. Through TBRI® trainings we deliver shared understanding, language, and approaches to working with children and families who have experienced trauma or a disruption to attachment.

Based on sector specific research and best practice HHJ provides TBRI® coaching to organizations to equip staff for their work which leads to greater organizational health

Substance Abuse Mental Health Administration (SAMHSA) Trauma Informed Care Frameworks: SAFETY: Prevent violence across the lifespan
TRUSTWORTHINESS: positive community relationships
EMPOWERMENT: growth opportunities for all
COLLABORATION: community involvement and agency partnerships PEER SUPPORT: community collaboration to solutions
HISTORY, GENDER, CULTURE: values and supports history, culture and diversity

Implementation:

As KPICD Designated Florida partner and Jacksonville's Single Service Provider, our ever- strengthening connection to KPICD @ TCU situates us as the sole agency in Jacksonville with permission to provide TBRI® training outside our organization. As applicants to become the 6th national (of 25) Ambassador Organization with TBRI® Developers at KPICD, our ED and KPICD Liaison meet biweekly to share resources and opportunities bi-directionally. We are one of four agencies nationwide chosen by KPICD to receive SAMHSA subgrant funds obtained by them to build capacity.

Levels of Training

Awareness:

- Trauma Awareness and Pathways to healing
  - Behavior Is Communication

Application:

- TBRI® Training, including but not limited to:
  - 1 Hour TBRI® Introduction- Behavior Is Communication©
  - 2 Hour TBRI® Introduction- Behavior Is Communication©

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- 6 Hour TBRI® Overview, or
- 12 Hours TBRI® Caregiver Training *(1 of 2 approved models of care for Florida's DCF enhanced foster care rate)*
- 2 Hour Nurture Group
- 2 Hour TBRI® Sensory/Calming Room

- Trauma Informed Care Frameworks (SAMHSA), TBRI® Implementation and Coaching, including but not limited to:
- 2 Hour TBRI® Trauma Responsive Facilitation Skills
- Community Connections, Michael O'Bryan PHL Workshop
- Cultural Humility Training
- Trauma-Informed De-escalation Strategies
- Developmental Relationships Framework, Search Institute
- Trauma-Informed, Resilience-Oriented Schools Training (NC2S.org)
- TBRI® for Autism Spectrum Disorder @ https://child.tcu.edu/wp-content/uploads/2018/06/Garofalo-L-treatise-practice-brief-r1-17.pdf
- Trauma Informed Community Building: The Evolution of a Community Engagement Model in a Trauma Impacted Neighborhood @ https://bridgehousing.com/wp- content/uploads/2018/08/TICB-2018.pdf

Implementation: Support

- Coaching and Supportive Network including, but not limited to:
  - Facilitating and serving as a backbone agency for trauma informed care and TBRI® practitioner network by
    - CONVENING and
    - MOBILIZATION of Systems of Care and child- and family serving agencies/organizations toward COLLECTIVE IMPACT.
  - *HHJ brings together those already working in Jacksonville to address ACEs and trauma to promote healing and build resilience.*
    - Networking to STRENGTHEN and GROW existing EFFORTS.
    - Facilitating Hope & Healing JAX Action Groups targeted coaching and networking to foster further community connection and collaboration
  - Providing additional support and modeling to area TBRI® practitioners

HHJ PROFESSIONAL DEVELOPMENT (Internal & External)

Trauma Informed Care Frameworks (SAMHSA) and TBRI® Principles Coaching, including but not limited to:

- 2 Hour TBRI® Trauma Responsive Facilitation Skills
- Community Connections, Michael O'Bryan PHL Workshop
- Cultural Humility Training
- Trauma-Informed De-escalation Strategies
- Developmental Relationships Framework, Search Institute
- Trauma-Informed, Resilience-Oriented Schools Training (NC2S.org)
- TBRI® for Autism Spectrum Disorder @ https://child.tcu.edu/wp-content/uploads/2018/06/Garofalo-L-treatise-practice-brief-r1-17.pdf

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- Trauma Informed Community Building: The Evolution of a Community Engagement Model in a Trauma Impacted Neighborhood @ https://bridgehousing.com/wp-content/uploads/2018/08/TICB-2018.pdf

Facilitated Book Study Groups

- How to Talk So Kids Will Listen & Listen So Kids Will Talk by Adele Faber & Elaine Mazlish

- Positive Discipline Parenting Tools: The 49 Most Effective Methods to Stop Power Struggles, Build Communication, and Raise Empowered, Capable Kids by Jane Nelsen Ed.D. & Mary Nelsen Tamborski
- Positive Discipline in the School and Classroom - Revised 6th Edition by Jane Nelsen Ed.D.
- Boundaries with Kids: How Healthy Choices Grow Healthy Children by Henry Cloud & John Townsend
- Siblings Without Rivalry: How to Help Your Children Live Together So You Can Live Too by Adele Faber & Elaine Mazlish
- The 5 Love Languages of Children by Gary Chapman & Ross Campbell
- Raising Your Spirited Child, Third Edition: A Guide for Parents Whose Child Is More Intense, Sensitive, Perceptive by Mary Sheedy Kurcinka
- Active Parenting Today (For Parents of 2- to 12-year-olds) by Michael H. Popkin, Ph.D.
- Teens in Action: A Teen's Guide for Surviving and Thriving in the 21st Century (For Teens) by Michael H. Popkin, Ph.D. & Peggy Hendrickson

Personal Enrichment Supporting School Engagement/Academic Performance

GOAL: Strengthen family bonds and reduce child maltreatment by creating a trauma responsive culture of awareness, knowledge, care, safety, and connection in neighborhoods and provider agencies to foster education, resolution, and healing of trauma.
ACTIVITIES: 1. Customized trauma informed TBRI® training/coaching delivery and evaluation to individuals, organizations, and communities; and
2. Lead agency Hope & Healing Jax: Systems approach to connect Jacksonville providers to address trauma.

The delivery of trauma informed care and TBRI training to parents, caregivers, and child- and family-serving providers via an attachment-based, evidence-based, trauma-informed, whole- child approach to meeting the needs of children and youth who have experienced early adversity, toxic stress, and/or relational trauma aimed at **family cohesion, resolution and healing and in the efforts of prevention and intervention as children learn to self-regulate, including self-regulation of emotions, thoughts, and behaviors.**

The specific purposes of the program are to:

Goal #1: Provide trauma informed care training and coaching via Trust Based Relational Intervention (TBRI®), an attachment-based, evidence-based trauma-

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informed, whole-child approach to meeting the needs of children and youth who have experienced early adversity, toxic stress, and/or relational trauma. The TBRI model was developed at TCU by Dr. Karyn Purvis and Dr. David Cross to address the effects of early adversity and relational trauma through three sets of practice principles: Connecting, Empowering, and Correcting.

Our goal of engaging with the Jacksonville community is to build a cross-sector TBRI-trained network, including neighborhoods and the community at large. Below, we have created a plan addressing the structural and operational aspects to consider when implementing TBRI® across Jacksonville.

Objective 1: Context-specific strategies promoting physical and psychological felt safety of youth who have experienced trauma;

Objective 2: Context-specific strategies for building connections between youth who have experienced trauma and all professionals within Jacksonville;

Objective 3: Context-specific strategies for scaffolding the capacity of children and youth who have experienced trauma for self-regulation, including self-regulation of emotions, thoughts, and behaviors.

Goal # 2: Serve as the backbone agency/servant leader for Hope & Healing JAX/Building a Trauma Informed Jacksonville by connecting the members and work of the Systems of Care. Through the development of a Steering Committee, Action Groups, and Community Gatherings that lead to we will achieve this goal.

Objective 1: Foster Awareness & Culture Change
Create a trauma informed culture of awareness, knowledge, care, safety, and connection in the entire community (with neighborhood as the centers) and within provider agencies to bring about education, resolution, and healing of trauma through messaging and the delivery of customized trauma informed care and TBRI training to all sectors.

Objective 2: Prevent and Reduce ACEs and Trauma
Deliver trauma responsive interventions through Systems of Care networks of Prevention, Intervention and Treatment services that will prevent and reduce trauma and ACEs including evaluation activities with measured outcomes.

Objective 3: Nurture Learning Communities
Strengthen and widen networks among community members with neighborhoods as the center and engage with professionals from all sectors to share resources, with research around trauma informed care and TBRI best practices as the core work.

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

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points are completed and service components are attached.

***DESIRED RESULT**:* Address the effects of early adversity and relational trauma through three sets of practice principles: Connecting, Empowering, and Correcting through the delivery of trauma informed care training/coaching and Trust-Based Relational Intervention (TBRI) to parents, caregivers, and child- and family-serving providers delivering context-specific strategies for
scaffolding the capacity of children and youth who have experienced trauma for self-regulation, including self-regulation of emotions, thoughts, and behaviors.

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?	500 targeted parents/caregivers/providers/ youth served.	95%	Attendance with Data reports reflecting pre- and post-test scores	Analyzed on Semi-Annual Schedule
	% of funded allocation utilized.	95%	SAMIS reports	Analyzed on Semi-Annual Schedule
How Well Did We Do It?	Program Services Monitoring	Meets Expectati ons	Monitoring and Site Visits by Hope Street Leadership	1st Year – Quarterly 2nd & 3rd Year – Bi-Annually
	Data Integrity	95%	Quality Assurance of Data reports	Analyzed on Semi-Annual Schedule
Is Anybody Better Off?	80% of participants will show an increase in knowledge and attitudes regarding trauma informed care and TBRI®	80%	Pre- and Post-Test scores and Qualitative Surveys	Program Completion

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KEY GOALS:

Strengthen family bonds and reduce child maltreatment by creating a trauma responsive culture of awareness, knowledge, care, safety, and connection in neighborhoods and provider agencies to foster education, resolution, and healing of trauma.

- Articulate healthy developmental needs of children, including those who have experienced trauma
- Offer Trauma Informed Framework (SAMHSA) for intervention/application to strengthen trusting relationships
- Enhance understanding regarding:
  - Seeing/interpreting behavior ("Behavior is Communication")
  - Responding appropriately to maintain connection

OUTCOMES:

Short-term Individual and Systems Impact:

Parents/caregivers/child-serving professionals will report increased:

- Knowledge re: PACEs, trauma, TBRI® strategies.
- Capacity to recognize trauma-related challenges.
- Self-awareness and behavior adjustment to problematic behaviors in children.

Schools will track:

- Increased family engagement.
- Reduced disciplinary actions.

Systems will track:

- Increased use of trauma-informed /TBRI® strategies.

Mid-term Individual and Systems Impact

Parents/caregivers/child-serving professionals will track and report:

- Reduced stigma around ACEs and trauma.
- Increased understanding of behaviors attributed to trauma/PACEs.

Schools will track and report:

- Improved academic outcomes/school performance.
- Reduced disciplinary actions.

Systems will track and report:

- Increased utilization of trauma-informed services.
- Increased trauma-informed connection among child- and family-serving agencies services.

Long-term Individual Impact

Parents/caregivers/child-serving professionals will:

- Recognize and meet children's physical, social, and psychological needs through a TBRI® lens.
- Structure experiences to enhance emotional and behavioral self-regulation through a TBRI® lens.
- Build and strengthen secure attachments resulting in resilience.
- Master the use of proactive TBRI® strategies for behavioral change.

- Master the TBRI® IDEAL Response© (Immediate, Direct, Efficient, Active, Leveled at behavior, not child)
- Master TBRI® Levels of Response™ (Playful, Structured, Calming, Protective)

Long-term (5 Year) Systems/Organizational
Systems will track and report increased numbers trained in trauma/PACEs/ TBRI® for:

- Jacksonville community members, including faith-based organizations;
- Jacksonville child- and family-serving agencies.

FL Department of Children and Families will track and report increased child wellbeing through:

- Reduced child abuse and/or neglect reports and investigations.
- Reduced child removals;
- Reduced child maltreatment;
- Reduced domestic violence; and
- Reduced juvenile recidivism.

ALL PARENTS/CAREGIVERS AND CHILD- AND FAMILY-SERVING SYSYTEMS WILL VIEW AND CARE FOR CHILDREN THROUGH A TBRI® LENS.

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
This program is free of charge to participants.

Hope & Healing JAX. will serve a minimum of 500 participants by the end of the contract year and provide a minimum of 120 education hours. Additionally, Hope & Healing JAX will meet a 6-month benchmark goal of 50 education hours.

Education hours are based on our 2024 Program Fee schedule which starts at $600 per unit of service. These units of services may be training and/or coaching hours provided by the HHJ Team.

Hope & Healing JAX 2024 Program Fee Schedule
$600 per training/coaching (education) hour
Includes:

- Up to 25 Participants
- Electronic Resources
- Survey and Evaluation Results
- CE/CEU paperwork needs

Additional Fees

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Number of Participants	Training Rate/Hour
26-199	$20 per participant
Over 200	$15 per participant

Safety Requirements:

Hope Street, Inc. DBA Hope & Healing JAX holds full liability coverage. Training and coaching sessions will comply with federal, state, and local health and safety standards.

Staffing Requirements:

Hope Street, Inc. DBA Hope & Healing JAX serves as the identified backbone agency for Hope & Healing JAX-Building a Trauma Responsive Jacksonville. All TBRI® and Trauma Informed work delivered by Hope Street falls under the objectives for H&HJ. Hope Street Inc. consists of an Executive Director, Director of Operations, and Director of Programs, with contracted TBRI® Practitioners who deliver community-based Trauma-Informed TBRI® trainings/coaching, and a contracted Social Media Manager.

All three of our Hope & Healing JAX Leadership team have expertise and experience with family and individual engagement of parents/caregivers who have experienced trauma and marginalization in the child welfare and related systems, which the majority of those we serve.

Kirsten Freitag Murray Bio

Our Executive Director has delivered and supervised the delivery of Research– and Evidence- Based Practices (EBPs) *with fidelity* to underserved populations since 2007 and along with being a TBRI® Practitioner also holds certifications in the following: Positive Discipline Parent Educator; Strengthening Families for Parents & Youth 10-14 (Iowa State); Multiplying Connections (Health Federation of Philadelphia); and Active Parenting (Dr. Michael Popkin). Beginning her career as a Title I Public School Teacher, she then was a leader in a large community behavioral health center serving 6,000 yearly and, in the Trauma Informed Community Development space in Philadelphia and Pottstown, PA 2013-2022, and here in Jacksonville since 2020. She has vast experience with engaging parents and stakeholders and is the co-author of "Engaging Parents Who Have Experienced Trauma and Marginalization in a Strengths-based Partnership" with Michael Ryan, LPC. Reaching Teens: Strength-Based Communication Strategies to Build Resilience and Support Healthy Adolescent Development, Ginsburg, Kenneth MD Editor, Second Edition; American Academy of Pediatrics, 2020.

Jennifer Bradstreet, MSW, LCSW Bio

Our Director of Operations is a licensed clinician as an LCSW, TBRI® Practitioner and Certified Positive Discipline Parent Educator has practiced in the Juvenile Justice and Child Welfare systems and in large healthcare settings as: Victim/Witness Counselor in the Special Assault and Juvenile Divisions; VOCA Child Evaluator; LCSW at various agencies; 11-year tenure at MAYO Clinic providing recommendations and emotional support to patients and families through counseling; facilitating support groups for transplant patients and their caregivers; and serving as Advance Care Planning Facilitator rounded out the deep care Jen provided as individuals and families faced life changing medical challenges. Her work was instrumental in Hope Street/Hope &

Healing JAX being named as Designated Florida Partner by KPICID at TCU and the Single Service Provider of TBRI® in Jacksonville, positioning us as the only agency able to deliver TBRI® Training and Coaching outside of our own agency in the Northeast Florida region.

Jacquelyn Green, CPM Bio
Our Director of Programs, TBRI® Practitioner and Certified Positive Discipline Parent Educator is Lead Trainer of customized TBRI® Trainings at HHJ, care models that provides parents, caregivers, teachers, service providers, congregations and all who serve children with insight and practical tools to help children in their care reach their highest potential. 15 years of leadership at the Florida Department of Children and Families, most recently serving as Community Development Administrator. Her experience encompasses healing-centered community engagement public and private agency policy and crisis management, media relations, and healthcare. She currently serves as Chair of Jacksonville's System of Care and on the Advisory Board for the Karyn Purvis Institute for Child Development at Texas Christian University, all benefitting from her years of experience in the child welfare system, community development and her heart for positive outcomes for the children in our area, nationally and globally.

Our Practitioners' combined experience covers the broad range of Education, Counseling, Social Work, Juvenile Justice and Child Welfare Systems, all having developed expertise in engagement and relationship building to meet people where they are.

Full bios can be located on our team page @ https://hopeandhealingjax.org/hope-street-team/

Number of targeted parents/caregivers/providers served:

- *a minimum of 500 participants*

Terms of Agreement and Service Time:

June 1, 2024- May 31, 2025

Monday – Friday, with occasional weekends for events and gatherings, as determined by Hope Street and partner agencies.

Locations:

- *Virtual platform*

- *Kids Hope Alliance*
  1095 A Phillip
  Randolph Blvd
  Jacksonville, FL 32206

- *Center of Hope*

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at Emmett Reed
Gymnasium 1093 W
Sixth Street
Jacksonville, FL 32209

- *On Site at Hope Organizations and/or Kids Hope Alliance partners, as identified for dedicated organizational/community training and coaching*

- *On Site faith congregations submitting a Hope Application, as identified*

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**
  These services are free of charge to the participants when funded through this grant funding and other funding streams.

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.

To ensure this, at HHJ we:

- Abide by all partner safety requirements and best practice;
- Obtain Staff Clearances;
- Employ Rules of Engagement at beginning of each training module; and
- Maintain skills in Trauma-Informed De-escalation Strategies during trainings

TBRI® Training **participants** who have experienced trauma may find it challenging to stay regulated during sessions. De-escalation strategies will be used to prevent potentially volatile situations. Note: Anger is a secondary emotion that may arise from hurt, sadness, and insecurity.
De-escalation principles:

- Respect personal space.
- Don't be provocative.
- Establish verbal contact.
- Be concise.

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- Identify and validate feelings.
- Listen closely to what the client is saying.
    - Active Listening
    - Reflective Listening

- **Parent Engagement Requirements/Adult Family Member Services**

The delivery of trauma informed care and TBRI® training to **directly to parents, caregivers**, and child- and family-serving providers via an attachment-based, evidence-based, trauma- informed, whole-child approach to meeting the needs of children and youth who have experienced early adversity, toxic stress, and/or relational trauma aimed at **family cohesion,** resolution and healing and in the efforts of prevention and intervention as children learn to self- regulate, including self-regulation of emotions, thoughts, and behaviors.

Trauma informed care and TBRI® training are designed to increase understanding of the child and involvement of adult family members in their child's emotional wellbeing, supporting positive engagement in their education.

Participants are identified by our partner organizations who collaborate with us to deliver TBRI® trainings at their school, agency, organization, congregation, etc.
Participants can also access free TBRI® trainings virtually through our public facing training calendar linked to KHA's CollaborNation Training Platform.

Our outreach and engagement approach involves developing trusting relationships as we assess organizational readiness and build toward delivering TBRI® training/coaching. We work closely with collaborative partners to engage participants from their audience to deliver culturally sensitive and respectful trainings in settings where individuals have a sense of psychological felt safety.

At Hope & Healing JAX, we Connect & Nurture in all that we do as we:

- Meet people where they are
- Develop relationships of felt safety
- Share knowledge respectfully
- Provide a safe space for changing mindsets & behaviors
- Offer new relational skills & strategies, and
- Create opportunities to process & practice new skills

One recent example of engagement:
Hope & Healing Neighborhood Circles participants have all been personally invited by 32209 Neighborhood block leaders, through relationship and trusted leaders, including going to the barbershop on Saturday mornings, a place of natural connection, where the sessions took place. Through the sharing of resources, we are co-creating a community developed framework including lessons learned to expand this model to other neighborhoods.

As we engage with adults caring for children, many of whom have experienced trauma themselves, we recognize that traumatic experiences and the possible residual impact may be closely linked to behavioral health issues. To engage and retain participants

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we take a strength- based approach as we strive to create trauma-informed environments across the continuum of care. We do this by meeting participant needs in a safe and compassionate manner; preventing practices that retraumatize people; building on the strengths of participants in familiar environments within their community; and teaching/coaching trauma-informed principles to other child- and family-serving agencies through TBRI® Training/Coaching using research- and evidence-based nationally recognized models (i.e., SAMHSA Trauma Informed Frameworks).

Our Engagement guide is the research-based, revised, and updated 2018 publication of ***Trauma Informed Community Building: The Evolution of a Community Engagement Model in a Trauma Impacted Neighborhood***. "A set of intentional strategies that address the challenges trauma poses to traditional community building efforts," and recognize "the impacts of sustained stress and trauma in all aspects of neighborhood well-being." Trauma Informed Community Building (TICB) strategies are based on the **Social-Ecological Model**, "a framework that represents the complex and dynamic relationship between individuals and their environments can impact health and well-being at the individual, interpersonal, community, and systems levels."
"TICB strategies help de-escalate chaos and stress, build social cohesion, and foster community resiliency, all of which create the foundation necessary to maintain community development efforts. The outcomes of TICB go beyond traditional community building; they support the long-term health and well-being of a community by influencing the institutions that can support community improvements and meet community needs into the future." TICB research identifies seven related challenges:

- **Breadth and Depth of Personal and Community Needs**
- **Historical Community Disinvestment**
- **Disempowerment and a Lack of Community Ownership**
- **Distrust and Disconnection**
- **Instability, Unreliability, and Inconsistency**
- **Residents Being Treated as Service Consumers Not Partners**
- **Difficulty Envisioning the Future and Positive Change**

How Hope & Healing JAX addresses the obstacles: Do No Harm, Acceptance**,** Community Empowerment**, and** Reflective Process

Embedded in the TICB principles we follow, we share the 32209 Hope & Healing Circle work. "A program or intervention is trauma informed when it has an understanding of the ongoing impact of trauma on community members' lives, and when all aspects of its response aim to appropriately address their specific needs and avoid re-traumatization," according to *Trauma Informed Community Building: A Model for Strengthening Community in Trauma Affected Neighborhoods* (2014).
Do No Harm
HHJ is aware of past and current trauma in the neighborhoods we serve. Partners complete Hope Applications, we listen to needs, fears, and wishes for healing and co-create trainings that avoid re-traumatization and set a trauma responsive healing path. Our TBRI Training includes awareness around behavioral health triggers and intentionally co- creation of environments that provide opportunities for adults and

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children to share regulation strategies and de-escalate stress leading to strengthened trusting relationships.

Acceptance

HHJ meets participants and organizations where they are, including the realities of the community conditions, and co-create customized trauma-informed healing paths.

Community Empowerment

We recognize the importance of self-determination so everyone can play a role in TICB. Inclusiveness and connection impart a sense of hope and control as change takes place, gives meaning and value to contributions (non-monetary), all necessary for seeing a co- created, brighter future.

Reflective Process

Once awareness of trauma is raised, TICB continues to incorporate the voice of residents into the planning of physical development and program and service design so that they address the root causes of trauma.

Source: https://organizingengagement.org/models/trauma-informed-community-building- model/

Our engagement, retention, and service delivery are embedded in the **Cultural Humility Practice Guidelines**[1] researched by National Child Welfare Workforce Institute defined as, "A process of openness, self-awareness, being egoless, and incorporating self-reflection and critique after willingly interacting with diverse individuals, resulting in mutual empowerment, respect, partnerships, optimal care, and lifelong learning.[2]

Hope & Healing JAX:

- Embraces the complexity of diversity by seeing participants as unique individuals, not merely as part of a group, or subset of a group
- Is open to individual differences and social experiences stemming from these differences: as we manage expectations and respect differing quality of life choices/chances and capacities as individuals and parents
- Reserves judgment and places value on cultural expressions as we share safe space
- Relates to others in ways that are most understandable to them through active listening and giving voice as participants describe their experience in their own words
- Considers cultural humility as a continuous effort to consider the worldview of others as we learn about participants' everyday lives
- Models a spirit of collaboration as we encourage staff and partners to establish mutually respectful working relationships, as we define priorities to achieve common goals
- Demonstrates familiarity with children and families' living environments, building on strengths while reducing negative factors through a Developmental Relationship Framework
- Examines our biases to objectively listen to/work with others as we self-reflect to challenge attitudes and behaviors we may have toward others
- Challenges our openness to learn from others as we assess barriers our attitudes and behaviors may present to learning from/working with others
- Establishes organizational supports that demonstrate cultural humility as an important and ongoing aspect of the work itself as we assess our organizational environment, policies, procedures, knowledge, and skills connected to organizational practices to identify ways to employ and promote a cultural humility perspective

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[1] Adapted from Ortega, R. M., & Coulborn, K. (2011). Training child welfare workers from an intersectional cultural humility perspective: A paradigm shift. Child Welfare, 90(5).
[2] Foronda, C., Baptiste, D. L., Reinholdt, M. M., & Ousman, K. (2016).
Source: Cultural humility: A concept analysis. Journal of Transcultural Nursing, 27(3), 210–217. NCWWI.org

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**

Via the Hope & Healing JAX website, Hope & Healing JAX disseminates understandable and accessible information about the program to the community, such as the location of services and proposed activities. The purpose of information dissemination is not be focused on recruiting participants into the program, but rather it informs the community and stakeholders about the importance and promise of this program. We display KHA's logo according to the guidelines at www.kidshopealliance.org/comms on our website and 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 our website includes hyperlinks to KHA's website, www.kidshopealliance.org

- **Budget**

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.*

Budget by Deliverables

Deliverables when applicable:
- *Logic Model (living document)*
- *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores*
- *Training Calendar with Data Reports*

- *Hope Applications/MOUs with partner organizations, as received*
- *Engagement Reports (formerly meeting logs)*
- *Building a Trauma Responsive Jacksonville Meeting Minutes*
- *Survey Results*
- *Year End report including measurable outcomes, narrative of activities, events, partnerships, and/or outreach*

Schedule of Activities, Deliverables and Payments

- ***June 1, 2024-July 30, 2024 ($75,000 dollar amount)***
  - ***Initial Report submitted by August 10, 2024 including:***
    - *Contract Execution with KHA: Signed Contract*
    - *Projected Training Calendar*
    - *Community/Partner Engagement*
    - *Logic Model (living document)*
    - *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores*
    - *Training Calendar with Data Reports*
    - *Hope Applications/MOUs with partner organizations, as received*
    - *Engagement Reports*
    - *Survey Results*

- ***August 1, 2024-December 31, 2024 ($100,000 dollar amount)***
  - ***Mid Contract Report submitted by January 10, 2024 including:***
    - *Benchmark Goal of 50 cumulative education hours*
    - *Community/Partner Engagement*
    - *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores*
    - *Training Calendar with Data Reports*
    - *Hope Applications/MOUs with partner organizations, as received*
    - *Engagement Reports*
    - *Survey Results*

- ***January 1, 2025-May 31, 2025 ($100,000 dollar amount)***
  - ***Contract Year End Report submitted by June 10, 2024 including:***
    - *Minimum of total 120 cumulative education hours provided and minimum of 500 targeted individuals*
    - *Community/Partner Engagement*
    - *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores*
    - *Training Calendar with Data Reports*
    - *Hope Applications/MOUs with partner organizations, as received*
    - *Engagement Reports*
    - *Survey Results*

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FINANCE & ADMINISTRATION DEPARTMENT, PROCUREMENT DIVISION

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Kids Hope Alliance
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	Hope Street Inc. TBRI training will provide trauma Informed education to providers while also seeking out a variety of trauma informed techniques and approaches to "Build a Trauma Informed Jacksonville", The training aligns resources, programs and initiatives to address adverse childhood experiences and adverse community environments.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	The Trust-Based Relational Intersection • TBRI model Training wit provide the community with ongoing responsibilities and will guide the community through a series of collaborative expansive learning cycles that aim lo create trauma-informed communities of resilience with Interconnected systems, authentic community engagement, and inclusivity: Phase 1: Recruit Champions and Formalize Collaborative Infrastructure, Phase 2: Implement Assessment of Community Assets Phase 3' Identify Work groups, Phase 4 Implementation of Learning Communities and Messaging. Phase 5: Launch Trauma informed education initiative.
4. Date of Request	6/24/2024

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[*The Trust-Based Relational Intervention (TBRI) model is the intellectual property of Hope Street, Inc. The instructional delivery and ownership of such is exclusive to Hope Street, inc., therefore no other entity can provide TBRI services.*]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes*.

7. Other Documentation (Check and attach all that apply)

☐ Supplier Quote

√ Single Source Memo signed by Director

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☐ Other [ ]

Sacalyn Grass

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SINGLE SOURCE AWARD **BID # SS-14198-23**

Subject: TRUST BASED RELATIONAL INTERVENTION

Department: Kids Hope Alliance

Description of Purchase: Recommend approval of award to Hope Street, Inc., for Trust Based Relational Intervention (TBRI) for the Kids Hope Alliance. TBRI is intense trauma-informed training, coaching and consultation services that address the effect of early adversity and relational trauma through three sets of practice principles. The period of service is from August 1, 2023 through May 31, 2024 with three (3) one (1) year renewal options. Total expenditure not-to-exceed amount is $229,167.00.

Funding Source: 10901.181001.582001.000000.00000459.00000.0000000 - To be executed by formal contract through the Office of General Counsel

Single Source Award To: Hope Street, Inc.

Price Justification: See attachment

Total Award: $229,167.00 **Requisition #:** KHOD-500341-23

Attachments: Recommendation Memo, Single Source Form, KHA Board Meeting Action Items Notes

Certification as to Single Source: Michael Weinstein, CEO, Kids Hope Alliance

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

Analyst: Olive Wallace-Cohen

For: Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 5/11/2023

ACTION OF AWARDING AUTHORITY DATE: 5/15/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GB-113, Revised 12/2007

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KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Michael Weinstein, Chief Executive Officer
Kids Hope Alliance (KHA)

CC: Saralyn Grass, Chief Administrative Officer

Kenneth Darity, Chief Programs Officer

SUBJECT: Request for a Single Source Award, Hope Street Inc., Trust Based Relational Intervention (TBRI) -- $229,167.00, Exemption.

DATE: April 28, 2023

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 an award for a Single Source Purchase Order, for Hope Street Inc. to provide Trust Based Relational Intervention (TBRI). TBRI is intense trauma-informed training, coaching and consultation services that address the effect of early adversity and relational trauma through three sets of practice principles. Period of service is August 1, 2023 through May 31, 2024 with up to three (3) one-year renewal options. The total expenditure amount not to exceed $229,167.00.

   This programming qualifies for a Procurement exemption from competitive solicitation as outline in *Section 7(F)(3-5)* of the City of Jacksonville's Procurement Manual; April 2022, because the services meet one of the three following exemption criteria:

   (3) Health services involving examination, diagnosis, treatment, prevention,

   Therefore, the services are classified as a Procurement Exemption and may be approved in accordance with the Procurement Exemptions set forth in *Section 126.107*, Ordinance Code without competition.

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

KHA anticipates funding as follows:

ID	Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
59	ESP - Special Needs	10901	181001	582001	000000	00000459	00000	0000000

Total Funding **$229,167.00**

Attachment(s): Exhibit A: Scope of Services

For additional information, please contact Tyrica Young at 904-255-4423 or e-mail, tyricay@coj.net.

Cc: Benjamin Kemp, Buyer
Jessica Pitts, Director Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
Tyrica Young, Director, Research & Grants

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

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JUSTIFICATION FOR SINGLE SOURCE (JSS)

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

1. Requesting Agency:	Kids Hope Alliance
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	Hope Street Inc. TBRI training will provide trauma Informed education to providers while also seeking out a variety of trauma informed techniques and approaches to "Build a Trauma Informed Jacksonville", The training aligns resources, programs and initiatives to address adverse childhood experiences and adverse community environments.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	The Trust-Based Relational Intersection • TBRI model Training wit provide the community with ongoing responsibilities and will guide the community through a series of collaborative expansive learning cycles that aim lo create trauma-informed communities of resilience with Interconnected systems, authentic community engagement, and inclusivity: Phase 1: Recruit Champions and Formalize Collaborative Infrastructure, Phase 2: Implement Assessment of Community Assets Phase 3' Identify Work groups, Phase 4 Implementation of Learning Communities and Messaging. Phase 5: Launch Trauma informed education initiative.
4. Date of Request	04/28/2023

5. ***Summary of Market Research***
The Trust-Based Relational Intervention (TBRI) model is the intellectual property of Hope Street, Inc. The instructional delivery and ownership of such is exclusive to Hope Street, inc., therefore no other entity can provide TBRI services

6. ***Other Documentation (Check and attach all that apply)***

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BOARD ACTION ITEM: CONTRACT EXEMPTIONS

ESSENTIAL SERVICES CATEGORY: EARLY LEARNING, OST, JUVENILE JUSTICE, SPECIAL NEEDS

- ☐ **GOVERNANCE MEETING: APRIL 3, 2023**
- ☐ **FINANCE MEETING: APRIL 5, 2023**
- ☐ **BOARD MEETING: APRIL 12, 2023**

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

FROM: **MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

1) Approve new contracts based on Procurement exemptions for the following programs. These exemptions are for the first year contract dates listed in the chart below for the 2022-2023 and 2023-2024 budget years. The first year amount is $3,705,209 and for subsequent years (contracts will be pro-rated the first year) in the amount of $4,446,250, with up to three (3) annual renewal options. Each subsequent year's option will be based on an evaluation of the effectiveness of the prior year.

ESC	*AGENCY*	*PROGRAM*	*CONTRACT START DATE*	*1st YEAR CONTRACT END DATE*	*10 Month FUNDING (if applicable)*	*12 Month FUNDING*	*Corresponding Exemption #*
EL	Early Learning Coalition of Duval, Inc.	Childcare Enhancement Workforce Development and Childcare Match	7/1/2023	6/30/2024		$3,000,000	7
EL	Lutheran Services Florida, Inc.	EduCare	5/1/2023	4/30/2024		$200,000	7
OST	Boys and Girls Club of Northeast Florida, Inc.	Nutrition Program	6/1/2023	5/31/2024		$506,250	8
JJ	The District Board of Trustees of Florida State College of Jacksonville	Teen Violence Prevention Academy	8/1/2023	5/31/2024	$241,667	$290,000	6
SN	Hope Street, Inc.	TBRI Training	8/1/2023	5/31/2024	$229,167	$275,000	5
SN	Youth Crisis Center, Inc.	Residential Care Center	8/1/2023	5/31/2024	$145,833	$175,000	5
				Total	$3,705,209	$4,446,250	

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2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies have operated successfully for the past three years. Programming can be continued through a Procurement exemption from competitive solicitation as outlined in Section VII of the City of Jacksonville's Procurement Manual; October 2020, because the services meet one of the following exemption criteria:

(5) Prevention services related to mental health, including drug abuse prevention programs, child abuse prevention programs, and shelters for runaways, operated not-for-profit corporations. (In acquiring such services, the ability of the vendor, past performance, willingness to meet time requirements and price shall be considered in an effort to obtain the highest quality services at the greatest economic value to the City.);

(6) Supplies or services or commodities provided by governmental entities or agencies;

(7) Supplies or services to be provided by those specifically prescribed within authorizing legislation that appropriates the same;

(8) Supplies or services procured utilizing General Services Administration, State of Florida, and other contracts and agreements that have been competitively procured, awarded, and contracted by a federal, state, municipal, county, or local governmental entity, body politic or using agency, provided that said procurement is not otherwise prohibited by law.

Although KHA will attempt to execute these contracts using the exemption method, they are a sole source for the type of service they are provided. By using the exemption method rather than sole source, KHA is able to create these contracts for multiple years rather than one year at a time. If an exemption request is not approved by procurement, a sole source request will be issued instead.

A brief overview of each program is provided in the attached document.

FISCAL IMPACT:

These providers will receive funding as indicated above or up to a 10% increase, as necessary. KHA may reduce contracts accordingly depending on reduced need or unspent funds.

OPTIONS:

- ☐ Vote to approve action items.
- ☐ Decline to approve action items.
- ☐ Vote to approve action items with amendments. If checked, the following amendment to the item is approved:

_____

_____

Board Secretary Signature: _____

(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)

Print Name and Title: _____

Date: _____

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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 Administrative Officer

SUBJECT: Request for a Single Source Award, Hope Street Inc., Trust Based Relational Intervention (TBRI) -- $275,000.00.

DATE: June 24, 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 make retroactive from June 1, 2024 through date of award.
2. Request to exercise the first of three renewal options for SS-14198-23, Contract # 70485-23, Amendment 1, for Hope Street Inc., in the amount of $275,000.00 for Trust Based Relational Intervention (TBRI). TBRI is intense trauma-informed training, coaching and consultation services that address the effect of early adversity and relational trauma through three sets of practice principles. Period of service is June 1, 2024 through May 31, 2025. The total revised expenditure amount not to exceed $504,167.00.

Upon approval of this request a contract amendment 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
ESP - Special Needs	10901	181001	582001	000000	00000459	00000	0000000

Total Funding **$275,000.00**

Attachment(s): Letter of Intent Dated 2/7/2024
Scope of Services FY 24/25
Justification for Single Source Dated 6/24/24
Previous Award Dated 5/15/23

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
Katoia Wilkins, Director, Contract Management

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