5

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

JACKSONVILLE PROCUREMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 5 **NUMBER RECEIVED: 10** **OTHER: 2**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase award (Contract #70581-23, AMD #4) for Boy's and Girl's Club of Northeast Florida, Inc., by $24,640.00 for additional funding for security at two (2) summer camp sites as listed in Exhibit B-1-1: Total for FY24-25 is $1,933,918.72.

Period of service remains June 1, 2024 through May 31, 2025, with two (2) one (1) year renewal options remaining. Total revised award expenditure is $3,826,938.72. Total revised expenditure not-to-exceed $7,004,097.44.

Funding Sources: ESP – Out-of-School Time: 10901.181001.582001.000000.00000455.00000.0000000. $24,640.10

To be executed by formal contract amendment through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Previous Awards, Exhibit B-1-1

ANALYST: LeeAnn Warchol **RESPECTFULLY SUBMITTED** _____
LeeAnn Warchol
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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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 to amend BID # ESC-0354-23, Read Jax Literacy Collaboration Pilot -- $24,640.10

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 amend the Award for BID # ESC-0354-23, Read Jax Literacy Collaboration Pilot, to include additional funding for security costs at two summer camp sites for Contract # 70581-23, Amendment 4, Boys' and Girls' Clubs of Northeast Florida, Inc., in the amount of $24,640.00 as per Exhibit B-1-1, attached, with no change to the term. The total revised expenditure amount is $3,826,938.72 (which includes a $0.10 increase due to a calculation error on the previous award), for a total expenditure amount not to exceed $7,004,097.44.
    a. Contract # 70581-23, Amendment 4, Boys' and Girls' Clubs of Northeast Florida, Inc. revised amount for FY 24-25 shall be $1,933,918.72 and the revised maximum indebtedness shall be $3,494,257.44.

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 – Out of School Time	10901	181001	582001	000000	00000455	00000	0000000

Total Funding **$ 24,640.10**

Attachment(s): Previous Award Dated 5/17/24
Exhibit B-1-1, Boys' and Girls' Clubs of Northeast Florida, 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
Katoia Wilkins, Director, Contract Management

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

EXHIBIT B-1-1

Boys' and Girls' Clubs of Northeast Florida, Inc.

READ Jax Literacy Collaboration Pilot

Unit of Service by Programs

A.

Description	Cost	Service Days	Multiplier	Maximum Allowance
Out-of-School Time (Afterschool only)	$ 12.50	170	80 students	$ 170,000.00
Case Management	$ 35.44		per unit	$ 85,064.13
Literacy Tutoring	$ 29.34		per unit	$ 84,520.55
Family Engagement	$ 13.42		per unit	$ 32,210.00
			Subtotal	**$ 371,794.68**
Out-of-School Time (Summer)	$ 25.00	28	60 students	$ 42,000.00
Total			**1 Site***	**$ 413,794.68**

***Arlington Elementary School**

B.

Description	Cost	Service Days	Multiplier	Maximum Allowance
Out-of-School Time (Afterschool only)	$ 12.50	170	80 students	$ 170,000.00
Case Management	$ 35.44		per unit	$ 85,064.13
Literacy Tutoring	$ 29.34		per unit	$ 84,520.55
Family Engagement	$ 13.42		per unit	$ 32,210.00
			Subtotal	**$ 371,794.68**
Out-of-School Time (Summer)	$ 25.00	28	60 students	$ 42,000.00
Security (Summer)	$12,320.00		per unit	$ 12,320.00
Total			**1 Site***	**$ 426,114.68**

***Arlington Heights Elementary School**

C.

Description	Cost	Service Days	Multiplier	Maximum Allowance
Out-of-School Time (Afterschool only)	$ 12.50	170	100 students	$ 212,500.00
Case Management	$ 35.44		per unit	$ 85,064.13
Literacy Tutoring	$ 29.34		per unit	$ 84,520.55
Family Engagement	$ 13.42		per unit	$ 32,210.00
Security (Afterschool)	$ 28,050.00		per unit	$ 28,050.00
			Subtotal	**$ 442,344.68**
Out-of-School Time (Summer)	$ 25.00	28	80 students	$ 56,000.00
Total			**1 Site***	**$ 498,344.68**

*** Highlands Elementary School**

D.

Description	Cost	Service Days	Multiplier	Maximum Allowance
Out-of-School Time (Afterschool only)	$ 12.50	170	140 students	$ 297,500.00
Case Management	$ 35.44		per unit	$ 85,064.13
Literacy Tutoring	$ 29.34		per unit	$ 84,520.55
Family Engagement	$ 13.42		per unit	$ 32,210.00
Security (Afterschool)	$ 28,050.00		per unit	$ 28,050.00
			Subtotal	**$ 527,344.68**
Out-of-School Time (Summer)	$ 25.00	28	80 students	$ 56,000.00
Security (Summer)	$12,320.00		per unit	$ 12,320.00
Total			**1 Site***	**$ 595,664.68**

***Northwestern Legends Elementary School**

E.

Section A. Total	**$ 413,794.68**
Section B. Total	**$ 426,114.68**
Section C. Total	**$ 498,344.68**
Section D. Total	**$ 595,664.68**
Program Total	**$ 1,933,918.72**

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 5 NUMBER RECEIVED: 10 OTHER: 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of three (3) one-year renewals for Read Jax Literacy Collaboration Pilot to providers as outlined in Exhibit A-2 and Exhibit B-1. Period of service is from June 1, 2024 through May 31, 2025 with two (2) one (1) year renewal options remaining. Total not to exceed expenditure for this period is $3,802,298.62. Total revised not to exceed expenditure is $6,979,457.34.

- Communities in Schools of Jacksonville (Contract 70583-23, AMD #3) - $1,893,020.00
- Boys' and Girls' Clubs of Northeaset Florida, Inc. (Contract 70581-23, AMD #3) - $1,909,278.62

Funding Sources:
ESP – Out-of-School Time: 10901.181001.582001.000000.00000455.00000.0000000. $3,802,298.62
To be executed by formal contract amendment through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Letters of Intent, Exhibits, Previous Awards

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 0 DATE: 5/16/2024

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 5/17/2024

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

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

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 5 **NUMBER RECEIVED:** 10 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and decrease award by $47,000.00 per revised Exhibits A-1 and B as follows:

- Amend award (Contract #70581-23, AMD #2) for Boy's and Girl's Club of Northeast Florida, Inc., to decrease by $23,500.00 per Exhibit A-1 & B. The revised total not-to-exceed amount is $1,560,338.72.
- Amend award (Contract #70583-23, AMD #2) for Communities in Schools of Jacksonville, Inc., to decrease by $23,500.00 per Exhibit A-1 & B. The revised total not-to-exceed amount is $1,6~~5~~6,820.00. DCWC

Period of service remains August 1, 2023 through May 31, 2024, with three (3) one (1) year renewal options. The total revised award expenditure not-to-exceed $3,177,158.72.

Funding Sources: ARP Funding 11415.191149.582001.010349 00000000.00000.0000000. $1,005,157.00
ESP – Early Learning: 10901.181001.582001.000000.00000459.00000.0000000. $2,172,001.72
To be executed by formal contract amendment through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Previous Awards/Contract, Exhibits

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

CONCURRENCE BY: Seralyn 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 0 DATE: 3/7/2024

OTHER

ACTION OF AWARDING AUTHORITY DATE 3/8/2024

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 5 NUMBER RECEIVED: 10 OTHER: 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase award by $204,980.00 for additional students served and security at specific site locations as follows:

- Amend award (Contract #70581-23, AMD #1) for Boy's and Girl's Club of Northeast Florida, Inc., to increase by $96,660.00 per Exhibit A & B. The revised total not-to-exceed amount is $1,583,838.72.
- Amend award (Contract #70583-23, AMD #1) for Communities in Schools of Jacksonville, Inc., to increase by $108,320.00 per Exhibit A & A-1. The revised total not-to-exceed amount is $1,640,320.00.

Period of service remains August 1, 2023 through May 31, 2024, with three (3) one (1) year renewal options. The total revised award expenditure not-to-exceed $3,224,158.72.

Funding Sources: ARP Funding 11415.191149.582001.010349 00000000.00000.0000000. $1,005,157.00
ESP – Out-of-School Time: 10901.181001.582001.000000.00000459.00000 0000000. $2,219,001.72
To be executed by formal contract amendment through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Previous Awards/Contract, Exhibits

ANALYST: Olive Wallace-Cohen **RESPECTFULLY SUBMITTED** DUSTIN FREEMAN, CHIEF FOR 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 0 DATE: 12/14/2023

OTHER

ACTION OF AWARDING AUTHORITY DATE 12/15/2023

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 6 **NUMBER RECEIVED:** 10 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the two (2) highest scoring responsive, responsible bidders, Boys' and Girls' Club of Northeast Florida, Inc. in the amount of $1,487,178.72, and Communities in Schools of Jacksonville, Inc. in the amount of $1,532,000.00 as a result of negotiation Period of service will be from August 1, 2023 through May 31, 2024, with three (3) one (1) year renewal options The total award expenditure not-to-exceed $3,019,178.72

Funding Sources: ARP Funding 11415.191149.582001.010349.00000000.00000.0000000. $1,005,157.00
ESP Out-of-School Time: 10901.181001.582001.000000.00000455.00000.0000000. $2,014,021.72.
To be executed by formal contract through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Previous Award, Scoring Sheets, and Evaluation Criteria

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

CONCURRENCE BY: Michael Weinstein, CEO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 7/13/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/14/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: READ JAX LITERACY COLLABORATION PILOT

BID #: ESC-0354-23 **OPEN DATE: 5/17/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2023 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: 5 **NUMBER RECEIVED:** 10 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Preliminary evaluation was done for the four (4) bids that were received for the Read Jax Literacy Collaboration Pilot. Of the respondents, Wayman Community Development Corporation was not scored due to the Principal Support Letters (Form 5) not being signed by the school principals; and Read USA, Inc., scored the lowest of all three applicants (see Exhibit 1). The RFP had a finite number of eight (8) sites and only one (1) award could be made per site with up to four (4) sites per provider Boys' and Girls' Club of Northeast Florida and Read USA, Inc., applied for three (3) of the same sites but Boys' and Girls' Club of Northeast Florida scored higher.

Recommend approval to enter into negotiations with the top two (2) highest scoring bidders Boys' and Girls' Club of Northeast Florida, Inc., and Communities in Schools of Jacksonville, Inc.. The results will be documented and presented to the CSPEC Committee for approval.

Boys & Girls Club	97.74%	1
Communities in Schools	95.99%	2
Read USA.	84.98%	3

Attachments: Recommendation Memo, Scoring Sheets, and Evaluation Criteria

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

CONCURRENCE BY: Michael Weinstein, CEO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE 6/8/2023

OTHER

ACTION OF AWARDING AUTHORITY DATE 6/9/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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