Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Request to amend ESC-0315-21, Mayor's Youth at Work Partnership (MYAWP) -- $1,300,000.00.

Requested Action/Authority:

Request to ratify from 8/1/24 through date of executed contract amendment. Request to exercise the 3rd of 4 renewal options for Contract # 70979-21, Amend. 7, Goodwill Industries of North Florida, Inc. Period of service is from date of executed contract amendment through 7/31/25. Total expenditure for this period is $1,300,000.00. Total NTE is $7,189,997.00.

Justification/Explanation:

This is the third of four (4) renewal options as stated in RFP # ESC-0315-21 (approved by the KHA Board on 11/18/20).

Legal Contract #:	70979-21	Contract Date:	04/01/2021	Change Order/AMD #:	7	
PO/Release #:	N/A	Bid Date:	02/24/2021	Awarded Supplier:	Goodwill Industries of North Florida, Inc	
Licenses Verified:	N/A	Effective Date:	08/01/2024	Basis of Award:	Highest Evaluated	
Federally Funded:	No	No. Invited:	6	Responses Received:	1	Attachments:
Solicitation:	RFP-NONCON ESC-0315 - 21			Procurement Contract #:	POA - 70979-21	
Executed By:	Office of General Counsel					

PoP:Base:	1 year	Options:	four (4) one (1) year 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:	00001917	$	1,300,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 7,189,997.00	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	JCOD:OFFICE_OF_THE_DIRECTOR			
Concurrence:	DocuSigned by: Stephanie Leynes BFE127759CC142E...	Title:	KHA - ASSISTANT DIRECTOR OF CONTRACTS AND PURCHASING	9/25/2024
Concurrence:	DocuSigned by: Lucelya Kraus E35EB08A4AF9438...	Title:	KHA - CHIEF EXECUTIVE OFFICER	9/25/2024
Concurrence:		Title:		
Concurrence:		Title:		

Initial BC

Procurement Analyst/Buyer:	Signed by: Wallace Cohen, Olive A7A7DE8876BC4DD...	Chief of Procurement:	DocuSigned by: B19F1D517352456... 9/30/2024
Name:	Wallace Cohen, Olive	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:

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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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SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase award with Goodwill Industries, Inc. of North Florida, for the Mayor's Youth at Work Program by $1,250,000.00 for the period ending July 31,2024 (Contract #70979-21, AMD #6). Total revised expenditure is $2,550,000.00. Total revised award expenditure is not to exceed $5,889,997.00.

Funding Source: 11415.191149.582001.010349.00000000.00000.0000000.- $890,214.00
10901.181001.582001.000000.00001824.00000.0000000 - $359,786.00
To be executed by formal contract amendment through the Office of General Counsel and processed via purchase order(s).

Attachments: Recommendation Memo, Scope of Services, Ordinance Amendment, Board Minutes, Previous Awards

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

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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 to amend BID # ESC-0315-21, Contract # 70979-21, Goodwill Industries of North Florida, Inc., Mayor's Youth at Work Partnership -- $1,250,000.00

DATE: February 27, 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 BID # ESC-0315-21, Contract # 70979-21, Amendment 6, for Goodwill Industries of North Florida, Inc. for the Mayor's Youth at Work Partnership (MYAWP) to increase the maximum indebtedness by $1,250,000.00 with no change to the term of August 1, 2023 through July 31, 2024. Total expenditure for this period is $2,550,000.00. Total expenditure amount not to exceed is $5,889,997.00.

   This program provides teens from the ages of 16-21 with workforce development training, job coaching, and job placement in different businesses. This additional funding was appropriated in Ordinance 2023-847-E to increase the number of participants for Summer 2024 from 300 participants to 600 participants.

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	Amount
ARP Funding	11415	191149	582001	010349	00000000	00000	0000000	$890,214.00
ESP - Preteen and Teen Programs	10901	181001	582001	000000	00001824	00000	0000000	$359,786.00

Total Funding **$1,250,000.00**

Attachment(s): Ordinance 2023-847-E
Previous Award Dated 8/29/23
Scope of Services
Board Action Item Dated 1/24/24

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

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Exhibit A
Scope of Services

Provider: Goodwill Industries of Northeast Florida

Program: Mayor's Youth at Work Partnership (MYAWP)

The Mayor's Youth at Work Partnership (MYAWP) is a collaboration of public and private entities dedicated to changing the employment and career odds for Jacksonville's youth by building a sustainable pathway of education and opportunity which will lead to economic mobility. This program is a collaborative effort of the Mayor's Office of the City of Jacksonville, Kid's Hope Alliance and Goodwill Industries of North Florida Inc., with support from the Citi Foundation, VyStar, and a range of other local partner organizations.
The Mayor's Youth at Work Partnership identifies local businesses who employ and train youth. Each of these youth and employers work with a Job Coach to assist in the employment process, provide support, and be a liaison between the youth and employer. In addition to employment, youth develop social skills, learn work norms and culture, gain an understanding of career pathways, build professional networks, and learn to manage money through training offered during their time in the MYWAP.

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

1. **Program Design Requirements:**

- Make accessible HR onboarding and drug screens and payroll services to youth
- Provide program application to youth to include optional demographic information
- Provide 8 hours of orientation to new youth (4 hours to returning youth)
- Provide opportunities for workforce development training throughout each session
- Provide check-ins to youth and worksites by job coaches
- Provide pre and post skills assessment to youth
- Maintain required participant files
- Provide career assessment to all youth
- Provide resume training and interview opportunities to youth

Program Outcomes/Performance Measures

By developing work related readiness skills to participants, we change the employment and career odds for the youth and give them a much better chance of entering the workforce with the skills they need to succeed. Statistical Demographic Reporting will be maintained and reported in SAMIS. Goodwill utilizes ADP for all payroll processing. Participants will access the ADP app from their phone to log in their time and attendance daily. Job Coaches will check the ADP system daily to follow up with participant's time and attendance. This allows the Job Coach to notice any change in schedule and to check in with the participant to provide early intervention, if necessary. Participants will receive pay via direct deposit or pay cards. All participant work hours and salaries will be reported to Job Coaches. Job Coaches will hold a weekly debrief with participants via text, phone call or email to document their progress and provide any assistance. Participants will be provided with the *Invitation to Self-Identify* form and the *Voluntary Self-*

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Identification of Disability form to voluntarily provide, per labor laws, participant demographics to include social security number, age, gender, race, cultural influence, ethnicity, language spoken at home, country of birth, parental marital status, education levels and status. As information is voluntarily provided, it will be entered into SAMIS. Participant's work hours and payroll reports will be entered into SAMIS. Participant's W-2s or 1099s will be issued by Goodwill at the end of the calendar year.

Internal Documentation will be stored electronically. Each participant folder will include services provided, participant required documents as outlined in Record Keeping and Reporting, participant enrollment survey, and personnel files to include hiring records, job descriptions, policies, training records, and evaluations.

Process improvements will be discussed and reviewed monthly between the Goodwill Chief Mission Officer and MYAWP Program Director. Participant feedback will be obtained from the Job Coaches during the weekly discussions and staff feedback will be obtained by the MYAWP Director during the monthly staff meetings. Feedback received will be discussed with the Chief Mission Officer and the MYAWP Program Director and incorporated into the performance measurements process. Outcome Measurement Data will be entered into SAMIS within the time frames specified by KHA.

Successful Completion

Successful completion of the program will be measured by the following:

- Participants attended their assigned employment position
- Participants have no unexplained absences or tardiness
- Participants maintained employment and were not terminated
- Participants attended all required workshops
- Participants communicated with Job Coach via email or text
- Participants created an updated resume

Guidelines for successful completion of the program will be provided to each participant at the beginning of the program. All participants who successfully complete the program will be eligible to receive an Award Certificate from the MYAWP program and obtain letters of recommendation as requested.

Participant Progress and Program Impact

Participant progress and program impact will be measured at the end of the summer, spring and fall sessions. Performance measurements will answer three questions:
How Much Did We Do? How Well Did We Do It? and Is Anybody Better Off?

Data entered in SAMIS will provide the program quantitative data on the number of participants actually served and the amount of funded allocation utilized. The MYAWP Program Director's

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monthly meetings with the Job Coaches and Employment Staff will be recorded and documented to monitor the program's progress. Monthly reports from Job Coaches will be submitted to the MYAWP Program Director. In addition, weekly and monthly reports from ADP and SAMIS will be run to ensure data integrity.

Performance measurement tools will be utilized to determine after completion of each session if anybody is better off. Participants will be administered a pre and post survey at the beginning of enrollment and at the end of the session. The survey will measure participant's skills in career and college readiness, work-required behavior, acquired skills in job duties and post-program employment. Pre-Program Surveys will be sent to participants online and will be required prior to obtaining employment. Job Coaches will be responsible to obtain post surveys from participants. Employers will be requested to complete a Worksite Supervisory Evaluation for each participant at the third and final week of each session. Completed evaluations will be provided to KHA.

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.

Number of Students Served:
# of students enrolled:
600 MYWAP;
Up to 50 STEM students
Youth must be from ages 16-21 years

Term of Agreement and Service Time:
August 1, 2023-July 31, 2024
Days of the Week: Varies

3 Sessions

- Fall-12 weeks (15 hours of work per week)
- Spring 12 weeks (15 hours of work per week)
- Summer 6-8 weeks (25 hours of work per week)

Location(s):

4527 Lenox Avenue Jacksonville Florida 32205

There are multiple site locations.

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.

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

2. Program Fees and Program Income
N/A

3. 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.

4. Parent Engagement Requirements/Adult Family Member Services
N/A

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
MYWAP will disseminate understandable and accessible information about the program to the community, such as the location of services and proposed activities. We will inform the community and stakeholders about the importance and promise of this program. MYWAP will 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.

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Introduced by Council President Salem and twice amended by the Neighborhoods, Community Services, Public Health and Safety Committee, and five times amended by the Rules Committee, and twice amended on the Floor of Council:

ORDINANCE 2023-847-E

AN ORDINANCE APPROPRIATING $14,790,000, CONSISTING OF $3,799,785.50 FROM THE GENERAL FUND MAYOR'S TASK FORCE CONTINGENCY ACCOUNT, $9,440,214.50 FROM THE AMERICAN RESCUE PLAN FUND MAYOR'S TASK FORCE CONTINGENCY ACCOUNT, $250,000 FROM THE COUNCIL PRESIDENT'S DESIGNATED CONTINGENCY AND $1,300,000 FROM KHA'S PRETEEN AND TEEN PROGRAMS FOR THE MAYOR'S YOUTH-AT-WORK PARTNERSHIP PROGRAM, TO FUND SEVERAL MAYOR'S TASK FORCE PROGRAMS AND INITIATIVES AND CITY COUNCIL INITIATIVES AS FOLLOWS: (1) $5,370,000 FOR YOUTH AND FAMILIES WHICH INCLUDES $1,900,000 TO AFTERSCHOOL AND SUMMER LITERACY PROGRAM EXPANSION, $1,950,000 TO MULTI-LAYER LITERACY PROGRAM, $100,000 TO YOUTH ARTISTS PROGRAM, $170,000 TO YOUTH CIVIC ENGAGEMENT, AND $1,250,000 TO MAYOR'S YOUTH AT-WORK PARTNERSHIP, (2) $1,000,000 FOR PROGRAMS FOR THE AMERICAN DREAM TO INCLUDE LOCAL STACK FUNDING FOR ATTAINABLE HOUSING COMMUNITY PARTNERS AND NON-PROFITS, (3) $2,900,000 FOR ADDRESSING HOMELESSNESS WHICH INCLUDES $2,000,000 TO EMERGENCY RENTAL AND EVICTION PREVENTION, $500,000 TO PERMANENT SUPPORTIVE HOUSING PILOT

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PROGRAM, $200,000 TO THE HOMELESSNESS INITIATIVES SPECIAL REVENUE FUND, AND $200,000 TO HOMELESSNESS CONTINUUM OF CARE BONUS MATCH, (4) $3,010,000 FOR A HEALTHIER JACKSONVILLE WHICH INCLUDES $250,000 TO INFANT MORTALITY AND MATERNAL HEALTH INITIATIVE, $70,000 TO PRIMARY CARE AND WRAP AROUND SERVICE ACCESS INITIATIVE, $430,000 TO PEDIATRIC MENTAL HEALTH SUPPORT, $2,210,000 TO ELDERLY FOOD INSECURITY RELIEF FUND, AND $50,000 TO MENTAL HEALTH 'TRAIN THE TRAINER' FUND, (5) $100,000 FOR ACCESSIBLE DUVAL TO HOST A COMMUNITY OPEN HOUSE FOR NON-PROFITS AS PART OF THE "ACCESSIBLE DUVAL" INITIATIVE, (6) $1,300,000 TO MAYOR'S YOUTH AT WORK PROGRAM, (7) $110,000 TO GENERAL FUND OPERATING RESERVES AND (8) $1,000,000 TO THE HOMELESSNESS INITIATIVES SPECIAL REVENUE FUND; AMENDING THE REVISED SCHEDULE M TO ORDINANCE 2023-511-E; PROVIDING FOR CARRYOVER OF FUNDS THROUGH SEPTEMBER 30, 2025; INVOKING THE EXEMPTION IN SECTION 126.107(G) (EXEMPTIONS), PART 1 (GENERAL REGULATIONS), CHAPTER 126 (PROCUREMENT CODE), *ORDINANCE CODE*, TO ALLOW FOR A DIRECT CONTRACT WITH ABILITY HOUSING, INC. ("ABILITY HOUSING") FOR THE PROVISION OF SERVICES FOR THE PERMANENT SUPPORTIVE HOUSING PILOT PROGRAM; WAIVING SECTION 118.107 (NONPROFITS TO RECEIVE FUNDING THROUGH A COMPETITIVE EVALUATED AWARD PROCESS), PART 1 (GENERAL PROVISIONS), CHAPTER 118 (CITY GRANTS), *ORDINANCE CODE*, TO ALLOW FOR A DIRECT CONTRACT WITH ABILITY HOUSING; APPROVING, AND

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AUTHORIZING THE MAYOR, OR HER DESIGNEE, AND THE CORPORATION SECRETARY TO EXECUTE AND DELIVER ON BEHALF OF THE CITY AN AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND ABILITY HOUSING; PROVIDING FOR OVERSIGHT BY THE GRANTS AND CONTRACTS COMPLIANCE DIVISION OF THE FINANCE AND ADMINISTRATION DEPARTMENT; PROVIDING FOR COMPLIANCE WITH APPLICABLE ARP ACT GRANT FUNDING REQUIREMENTS; PROVIDING FOR REPORTING; REQUIRING CITY COUNCIL APPROVAL OF SUBSTANTIAL CHANGES; REQUESTING ONE CYCLE EMERGENCY PASSAGE; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the Council of the City of Jacksonville:

Section 1. Appropriation. For the 2023-2024 fiscal year, within the City's budget, there is hereby appropriated the indicated sum(s) from the account(s) listed in subsection (a) to the account(s) listed in subsection (b):

(The account information is attached hereto as **Sixth Revised Exhibit 1**, labeled as "Sixth Revised Exhibit 1, 6th Rev B.T., December 12, 2023 - Floor" and incorporated herein by this reference)

(a) Appropriated from:

See **Sixth Revised Exhibit 1** $14,790,000

(b) Appropriated to:

See **Sixth Revised Exhibit 1** $14,790,000

(c) Explanation of Appropriation:

The funding above is an appropriation of $14,790,000 which represents: (i) an appropriation of $9,440,214.50 from the Mayor's Task Force contingency within the American Rescue Plan Act of 2021 (the "ARP Act") funds originally appropriated by Ordinance 2022-513-E from the American

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Rescue Plan Local Fiscal Recovery Fund Contingency account and re-appropriated by Ordinance 2023-513-E; (ii) an appropriation of $3,799,785.50 from the Mayor's Task Force contingency within the General Fund; (iii) $250,000 from the Council President's Designated Contingency; and (iv) a transfer of $1,300,000 within the Kids Hope Alliance fund to move funding to a new 1Cloud activity for the Mayor's Youth at Work Program, all for various priorities and initiatives focused on infrastructure, health, economic development, public safety, constituency and community outreach, and arts, culture and entertainment identified by the Mayor's Transition Committees and focus groups.

Section 2. Purpose. The purpose of the appropriation in Section 1 is to fund a portion of the programs and initiatives recommended by the Mayor's Task Force, as more particularly described and summarized in the Task Force Initiatives Summary **Seventh Revised On File** with Legislative Services, as well as additional programs and initiatives as amended by City Council, as follows: (1) $5,370,000 for Youth and Families which includes $1,900,000 to Afterschool and Summer Literacy Program Expansion, $1,950,000 to Multi-Layer Literacy Program, $100,000 to Youth Artists Program, $170,000 to Youth Civic Engagement, and $1,250,000 to Mayor's Youth At-Work Partnership; (2) $1,000,000 for Programs for the American Dream to include Local Stack Funding for Attainable Housing Community Partners and Non-Profits; (3) $2,900,000 for Addressing Homelessness which includes $2,000,000 to Emergency Rental and Eviction Prevention, $500,000 to Permanent Supportive Housing Pilot Program, $200,000 to the Homelessness Initiatives Special Revenue Fund, and $200,000 to Homelessness Continuum of Care Bonus Match; (4) $3,010,000 for a Healthier Jacksonville which includes $250,000 to Infant Mortality and Maternal Health Initiative, $70,000 to Primary Care and Wrap Around Service

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Access Initiative, $430,000 to Pediatric Mental Health Support, $2,210,000 to Elderly Food Insecurity Relief Fund, and $50,000 to Mental Health 'Train the Trainer' Fund; (5) $100,000 for Accessible Duval to host a Community Open House for Non-Profits as part of the "Accessible Duval" initiative; (6) $1,300,000 to the Mayor's Youth at Work Program; (7) $110,000 to General Fund Operating Reserves; and (8) $1,000,000 to the Homelessness Initiatives Special Revenue Fund.

Section 3. Amending the Revised Schedule M of Kids Hope Alliance Fiscal Year 2023-2024 Budget Approved by Ordinance 2023-511-E. The Kids Hope Alliance fiscal year 2023-2024 budget approved by Ordinance 2023-511-E is hereby amended by substituting in the place of Second Revised Schedule M, the Third Revised Schedule M, attached hereto as **Exhibit 2** and incorporated herein by this reference. The Third Revised Schedule M reflects the additional transfers and funds appropriated herein.

Section 4. Carryover. The funds appropriated in Section 1 of this Ordinance shall not lapse but shall carryover into fiscal year 2024-2025.

Section 5. Invoking the Exemption in Section 126.107(g), *Ordinance Code*. The City is hereby authorized to directly procure the professional services of Ability Housing, Inc. ("Ability Housing") to administer the Permanent Supportive Housing Pilot Program. Pursuant to Section 126.107(g) (Exemptions), Part 1 (General Regulations), Chapter 126 (Procurement Code), *Ordinance Code*. Such procurement is exempted from competitive solicitation because the supplies or services are to be provided by those specifically prescribed within authorizing legislation that appropriates the same. With the exception of the foregoing, all other provisions of Chapter 126, *Ordinance Code*, shall remain in full force and effect.

Section 6. Waiver of Section 118.107, *Ordinance Code*. The provisions of Section 118.107 (Nonprofits to receive funding through

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a competitive evaluated award process), Part 1 (General Provisions), Chapter 118 (City Grants), *Ordinance Code*, are hereby waived to allow for a direct contract with Ability Housing for the Permanent Supportive Housing Pilot Program. This waiver is justified because Ability Housing has a proven track record of administering similar wrap-around services and support to Duval County's homeless community, both individually and in coordination with other services providers.

Section 7. Approval and Authorization to Execute. There is hereby approved, and the Mayor, or her designee, and the Corporation Secretary are hereby authorized to execute and deliver on behalf of the City an agreement with Ability Housing, Inc. in an amount not-to-exceed $500,000, subject to the Scope of Services and Budget more particularly described in **Exhibit 4**, for a term commencing upon the City's execution of the agreement through December 31, 2024, and all other contracts and documents, including extensions, renewals and amendments to the agreement, and to otherwise take all action necessary to effectuate the intent of this Ordinance, subject to appropriate legal review and approval by the General Counsel, or his or her designee, and the City's Risk Management Division for appropriate insurance and indemnification requirements in accordance with Section 128.601, *Ordinance Code*.

Section 8. Oversight Department. The Grants and Contract Compliance Division of the Finance and Administration Department shall oversee the agreement described herein.

Section 9. Compliance with Applicable American Rescue Plan Act Grant Funding Requirements. All ARP Act funds appropriated and expended in accordance with this Ordinance shall comply with all applicable ARP Act grant requirements in their respective use and expenditure of the ARP Act funds provided pursuant to this Ordinance including, but not limited to, the audit requirements attached hereto

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as **Exhibit 3**.

Section 10. Reporting. The Administration and any City departments/agencies or third-party entities overseeing the administration of any program, initiative or service described herein shall provide a report to the City Council on or before December 31, 2024 regarding what was accomplished with the City funding for each program, initiative and service.

Section 11. Requiring City Council Approval of Substantial Changes. Any substantial change to the scope, criteria, or guidelines for any program or initiative as outlined in the **Seventh Revised On File** shall require City Council approval. For the purposes of this Section, a "substantial change" is defined as any change that decreases or removes an obligation or responsibility of any entity administering a program or initiative, or changes that increase the responsibility or liability of the City with respect to any program or initiative.

Section 12. Requesting One Cycle Emergency Passage Pursuant to Council Rule 4.901 (Emergency). One cycle emergency passage of this legislation is requested. The nature of the emergency is that the appropriations provided for in this legislation will fund a portion of the Mayor's Task Force programs and initiatives. The intent is for this Ordinance to accompany other pending legislation related to other Mayor's Task Force programs and initiatives on the same legislative cycle.

Section 13. Effective Date. This Ordinance shall become effective upon signature by the Mayor or upon becoming effective without the Mayor's signature.

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

1 Form Approved:

2

3 /s/ Mary E. Staffopoulos

4 Office of General Counsel

5 Legislation Prepared By: Mary E. Staffopoulos

6 GC-#1602986-v2-2023-847-E.docx

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

BOARD ACTION ITEM:	**MAYOR'S YOUTH AT WORK PARTNERSHIP (MYAWP), ESC-0315-21, GOODWILL INDUSTRIES OF NORTH FLORIDA, INC.**
CATEGORY:	**WORKFORCE DEVELOPMENT**
BOARD ACTION NUMBER:	**24-002**
☐ **GOVERNANCE MEETING:**	**JANUARY 16, 2024**
☐ **FINANCE MEETING:**	**JANUARY 16, 2024**
☐ **BOARD MEETING:**	**JANUARY 24, 2024**

TO:	**KIDS HOPE ALLIANCE BOARD OF DIRECTORS**
FROM:	**DR. SARALYN GRASS, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:
The Board is asked to:

1) Amend ESC-0315-21 Mayor's Youth at Work Partnership (MYAWP) program contract with Goodwill Industries of North Florida, Inc. to increase maximum indebtedness by $1,250,000.
2) Authorize the CEO of Kids Hope Alliance to execute a contract and any other documents necessary to accomplish the purpose of the approval in (1) above.

NARRATIVE:
Mayor's Youth at Work Partnership (MYAWP) program, ESC-0315-21 as awarded to Goodwill Industries of North Florida, Inc., overarching goal is to provide participating youth and young adults with a set of work-related skills and experiences that prepare them to succeed in employment.

The current recommendation is to provide an additional $1,250,000, ($359,786 from general fund dollars and $890,214 from ARP dollars) which was provided by the Mayor's office for this purpose, to increase the number of participants for Summer 2024 from 300 participants to 600 participants. The City of Jacksonville is committed to creating positive career pathways for youth and young adults in Duval County.

FISCAL IMPACT:
The provider listed above will receive additional funding as indicated above in the amount not to exceed $1,250,000, which will bring their current contract total to $2,550,000.

OPTIONS:

- ☑ Vote to approve action item.
- ☐ Decline to approve action item.

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

☐ **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: J. CARSON TRANQUILLE

Date: 1/25/24

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to ratify the period of service from August 1, 2023 through date of contract execution.

Recommend approval to utilize the second of four (4) renewal options to Goodwill Industries of North Florida, Inc. to provide programming for the Mayor's Youth at Work Partnership Program (Contract #70979-21, AMD #5). Period of service is from date of executed contract through July 31, 2024 with two (2) one (1) year renewal options remaining. Total expenditure for this period not to exceed $1,300,000.00. Total award expenditure amount not to exceed $4,639,997.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 -- To be executed by formal contract amendment through the Office of General Counsel

Attachments: Agency Memo, Previous Awards

ANALYST: Olive Wallace-Cohen **RESPECTFULLY SUBMITTED** 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: 8/24/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 8/29/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

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

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to ratify the period of service from September 21, 2022 through date of executed contract amendment.

Recommend approval to utilize the first of four (4) renewal options to Goodwill Industries of North Florida, Inc. to provide programming for the Mayor's Youth at Work Partnership Program (contract #70979-21). Period of service is from date of executed contract amendment through July 31, 2023 with three (3) one (1) year renewal options remaining. Total expenditure for this period is $1,800,000.00. Total expenditure amount not to exceed $3,339,997.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Agency Memo, Previous Awards

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: 12/8/2022

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/9/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21

OPEN DATE: 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Goodwill Industries, Inc by $20,000.00 for the initial period ending July 31, 2022. Total revised expenditure amount not to exceed $1,120,000.00

Funding Source: 10901.181007.582001.000000.00000000 00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Joyce Watson, Director of Administration, Contract and Purchasing, 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 5/20/2021

* _____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 5/24/21

MK

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity missing Form 3, Insurance Agent Acknowledgement not submitted by Goodwill Industries, Inc. Recommend approval of award to Goodwill Industries to provide programming for the Mayor's Youth at Work Partnership Program. Period of service is from April 1, 2021 through July 31, 2022 with four (4) one (1) year renewal options. Total expenditure amount not to exceed $1,100,000.00.

Funding Source: 10901.181007.582001 000000.00000000.00000.0000000 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scores and Evaluation Criteria

ANALYST: _____ Annette Burley **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dr. Saralyn Grass, Chief Programs Officer, 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: 4/1/21

_____ OTHER: _____

_____

_____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 4/6/21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 8 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend contract #70979-21 (2) and increase by $80,000.00 – Mayor's Youth at Work Program to Goodwill Industries of North Florida and to make any changes to the contract attachments and/or exhibits as necessary for contract term period April 1, 2021 through September 20, 2022. Total revised expenditure amount not to exceed $1,539,997.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST: Olive Wallace-Cohen
OLIVE WALLACE-COHEN

RESPECTFULLY SUBMITTED for DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, Chief Administrative Officer, 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: 10/27/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/28/22

APPROVED ✓ DISAPPROVED _____

OTHER _____

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

SIGNATURE OF AUTHENTICATION _____

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) 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:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from July 31, 2022 to date of executed contract (70979-21). Recommend approval to extend the award with Goodwill Industries of North Florida to September 20, 2022 to align with the grant contract term, and to increase the expenditure by $120,000.00. Total revised expenditure amount not to exceed $1,459,997.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ COREY SIDLO **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, Chief Administrative Officer, 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: 9/22/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

SUBJECT: MAYOR'S YOUTH AT WORK PARTNERSHIP PROGRAM

BID #: ESC-0315-21

OPEN DATE: 2021-02-24

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - APRIL 1, 2021 THROUGH JULY 31, 2022 WITH FOUR (4) 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: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase award with Goodwill Industries of North Florida, Inc., by $219,997.00 for enhanced funding of the Northwest Jacksonville STEM Center. Total revised expenditure amount not to exceed $1,339,997.00.

Funding Source: 10902.181301.582001.010429.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

ATTACHMENTS: Recommendation Memo, Supporting Documentation, and Previous Award

ANALYST: BRYAN MATUS

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Chief Programs Officer, 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 1/27/2022

OTHER

ACTION OF AWARDING AUTHORITY DATE 1-28-22

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

FY 24-25 Scope of Services	
ESC: 0315-21	**Agency: Goodwill Industries of North Florida, Inc.**
Contract: #70979-21	

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

Funding Approved for FY24-25: $1,300,000.00

Number of Proposed Children/Youth 24/25: 245

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

Exhibit A Scope of Services

Provider: Goodwill Industries of Northeast Florida, Inc.

Program: Mayor's Youth at Work Partnership (MYAWP)

The Mayor's Youth at Work Partnership (MYAWP) is a collaboration of public and private entities dedicated to changing the employment and career odds for Jacksonville's youth by building a sustainable pathway of education and opportunity which will lead to economic mobility. This program is a collaborative effort of the Mayor's Office of the City of Jacksonville, Kid's Hope Alliance and Goodwill Industries of North Florida Inc., with support from the Citi Foundation, VyStar Credit Union, and a range of other local partner organizations.

The Mayor's Youth at Work Partnership identifies local businesses who employ and train youth. Each of these youth and employers work with a Job Coach to assist in the employment process, provide support, and be a liaison between the youth and employer. In addition to employment, youth develop social skills, learn work norms and culture, gain an understanding of career pathways, build professional networks, and learn to manage money through training offered during their time in the MYWAP.

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

1. **Program Design Requirements:**

- Make accessible HR onboarding and drug screens and payroll services to youth
- Provide program application to youth to include optional demographic information
- Provide 8 hours of orientation to new youth (4 hours to returning youth)
- Provide opportunities for workforce development training throughout each session
- Provide check-ins to youth and worksites by job coaches
- Provide pre and post skills assessment to youth
- Maintain required participant files
- Provide career assessment to all youth
- Provide resume training and interview opportunities to youth

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Program Outcomes/Performance Measures

By developing work related readiness skills to participants, we change the employment and career odds for the youth and give them a much better chance of entering the workforce with the skills they need to succeed. Statistical Demographic Reporting will be maintained and reported in SAMIS. Goodwill utilizes ADP for all payroll processing. Participants will access the ADP app from their phone to log in their time and attendance daily. Job Coaches will check the ADP system daily to follow up with participant's time and attendance. This allows the Job Coach to notice any change in schedule and to check in with the participant to provide early intervention, if necessary. Participants will receive pay via direct deposit or pay cards. All participant work hours and salaries will be reported to Job Coaches. Job Coaches will hold a weekly debrief with participants via text, phone call or email to document their progress and provide any assistance. Participants will be provided with the *Invitation to Self-Identify* form and the *Voluntary Self Identification of Disability* form to voluntarily provide, per labor laws, participant demographics to include social security number, age, gender, race, cultural influence, ethnicity, language spoken at home, country of birth, parental marital status, education levels and status. As information is voluntarily provided, it will be entered into SAMIS. Participants's work hours and payroll reports will be entered into SAMIS. Participant's W-2s or 1099s will be issued by Goodwill at the end of the calendar year.

Internal Documentation will be stored electronically. Each participant folder will include services provided, participant required documents as outlined in Record Keeping and Reporting, participant enrollment survey, and personnel files to include hiring records, job descriptions, policies, training records, and evaluations.

Process improvements will be discussed and reviewed monthly between the Goodwill VP of Mission Programs, Director of Mission Programs and the MYAWP Program Manager Participant feedback will be obtained from the Job Coaches during the weekly discussions and staff feedback will be obtained by the MYAWP Manager during the monthly staff meetings. Feedback received will be discussed with the VP of Mission Programs, Director of Mission Programs and the MYAWP Program Manager and incorporated into the performance measurements process. Outcome Measurement Data will be entered into SAMIS within the time frames specified by KHA.

Successful Completion

Successful completion of the program will be measured by the following:

- Participants attended their assigned employment position
- Participants have no unexplained absences or tardiness
- Participants maintained employment and were not terminated
- Participants attended all required workshops
- Participants communicated with Job Coach via email or text
- Participants created an updated resume

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

Guidelines for successful completion of the program will be provided to each participant at the beginning of the program. All participants who successfully complete the program will be eligible to receive an Award Certificate from the MYAWP program and obtain letters of recommendation as requested.

Participant Progress and Program Impact

Participant progress and program impact will be measured at the end of the summer, spring and fall sessions. Performance measurements will answer three questions:

How Much Did We Do? How Well Did We Do It? and Is Anybody Better Off?

Data entered in SAMIS will provide the program quantitative data on the number of participants actually served and the amount of funded allocation utilized. The MYAWP Program Manager's monthly meetings with the Job Coaches and Employment Staff will be recorded and documented to monitor the program's progress. Monthly reports from Job Coaches will be submitted to the MYAWP Program Director. In addition, weekly and monthly reports from ADP and SAMIS will be run to ensure data integrity.

Performance measurement tools will be utilized to determine after completion of each session if anybody is better off. Participants will be administered a pre and post survey at the beginning of enrollment and at the end of the session. The survey will measure participants's skills in career and college readiness, work-required behavior, acquired skills in job duties and post-program employment. Pre-Program Surveys will be sent to participants online and will be required prior to obtaining employment. Job Coaches will be responsible to obtain post surveys from participants. Employers will be requested to complete a Worksite Supervisory Evaluation for each participant at the third and final week of each session. Completed evaluations will be provided to KHA.

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.

Number of Students Served:

# of students enrolled: 245 MYWAP; Including Up to 50 STEM students

Youth must be from ages 16-21 years

Term of Agreement and Service Time:

August 1, 2024-May 31, 2025
Days of the Week: Varies

3 Sessions

- Fall-12 weeks (15 hours of work per week)

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

- Spring 12 weeks (15 hours of work per week)
- STEM-Working both Fall and Spring Sessions without break in between

Location(s): 5150 Timuquana Road, Jacksonville, Florida 32210. There are multiple site locations.

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.

2. Program Fees and Program Income

N/A

3. **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.

4. Parent Engagement Requirements/Adult Family Member Services

N/A

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 *MYWAP will disseminate understandable and accessible information about*

the program to the community, such as the location of services and proposed activities. We will inform the community and stakeholders about the importance and promise of this program. MYWAP will 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 KH

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

KIDS HOPE ALLIANCE

Letter of Intent
Agency Award Information: FY24-25

ESC: 0315-21	**Contract #70979-21**	**Agency: Goodwill Industries of North Florida, Inc.**

GOODWILL INDUSTRIES OF NORTH FLORIDA

July 2, 2024
Rachael Mueller, Chief Fund Development Officer
Goodwill Industries of North Florida, Inc.
5150 Timuquana Road, Suite 15
Jacksonville, FL 32210

RE: Letter of Intent

Dear Kids Hope Alliance Contract Manager:

Please accept this letter as notice of **Goodwill Industries of North Florida, Inc.** intent to continue services for the FY2024-25 Contract Year at the following:

Program Location(s) (Please list all locations)	5150 Timuquana Rd, Jacksonville Fl 32210
Program Start Date	8/1/2024
Program End Date	5/31/2025
Contract Amount (12month budget)	$1,300,000.00

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

Rachael Mueller
(478) 747-6192
rmueller@goodwillnorthfl.org
Chief Fund Development Officer

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

Approved by: **Date:** 7-2-24

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

BOARD ACTION ITEM:	**MAYOR'S YOUTH AT WORK PARTNERSHIP (MYAWP), ESC-0315-21, GOODWILL INDUSTRIES OF NORTH FLORIDA, INC.**
CATEGORY:	**WORKFORCE DEVELOPMENT**
BOARD ACTION NUMBER:	**24-002**
☐ **GOVERNANCE MEETING:**	**JANUARY 16, 2024**
☐ **FINANCE MEETING:**	**JANUARY 16, 2024**
☐ **BOARD MEETING:**	**JANUARY 24, 2024**

TO:	**KIDS HOPE ALLIANCE BOARD OF DIRECTORS**
FROM:	**DR. SARALYN GRASS, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:
The Board is asked to:

1) Amend ESC-0315-21 Mayor's Youth at Work Partnership (MYAWP) program contract with Goodwill Industries of North Florida, Inc. to increase maximum indebtedness by $1,250,000.
2) Authorize the CEO of Kids Hope Alliance to execute a contract and any other documents necessary to accomplish the purpose of the approval in (1) above.

NARRATIVE:
Mayor's Youth at Work Partnership (MYAWP) program, ESC-0315-21 as awarded to Goodwill Industries of North Florida, Inc., overarching goal is to provide participating youth and young adults with a set of work-related skills and experiences that prepare them to succeed in employment.

The current recommendation is to provide an additional $1,250,000, ($359,786 from general fund dollars and $890,214 from ARP dollars) which was provided by the Mayor's office for this purpose, to increase the number of participants for Summer 2024 from 300 participants to 600 participants. The City of Jacksonville is committed to creating positive career pathways for youth and young adults in Duval County.

FISCAL IMPACT:
The provider listed above will receive additional funding as indicated above in the amount not to exceed $1,250,000, which will bring their current contract total to $2,550,000.

OPTIONS:

- ☑ Vote to approve action item.
- ☐ Decline to approve action item.

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

☐ **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: J. CARSON TRANQUILLE

Date: 1/25/24

Docusign Envelope ID: D793EC45-32C1-4A37-AF6A-DCE5EDFFE603

Kids Hope Alliance – January Board Meeting Minutes

January 24, 2024

1. Introductions and Instructions
   Marsha Oliver, Board Chair

   Marsha Oliver called the meeting to order at 9:30 am. She began by wishing everyone a Happy New Year and welcoming them to the January Board meeting. Next, she summarized some of the events that KHA participated in recently beginning with the Eastside Holiday School Supply Giveaway at the First Baptist Church of Oakland in December. She explained that KHA distributed items to students which included clear backpacks, school supplies, and educational games. In addition, KHA employees attended the 37th Annual Martin Luther King, Jr. Breakfast at the Prime Osborn Center. The breakfast commemorated the 95th anniversary of Dr. King's birth and honored his life-long commitment and achievements toward his dream for social change. Last, KHA is looking forward to participating in Mayor Deegan's 2024 Literacy Challenge kickoff this Saturday, January 27th.

   Members Present – Marsha Oliver, Cynthia Nixon, Lawrence Dennis, Carson Tranquille, Kevin Gay

   Members Absent – Meredith Chartrand-Frisch, Connie Hodges

2. Employee Service Recognition
   Marsha Oliver, Board Chair

   Mrs. Oliver began by recognizing Delphine Brock for 25 years of service to KHA. Mrs. Brock is the Director of Program Quality and an outstanding CDA Trainer. She asked Mrs. Brock to come forward to receive her letter of Congratulations and 25-year service pin from the Mayor's Office.

3. Public Comments
   Ms. Oliver explained that public comments would be taken for each item on the agenda. Comments must be made about the specific agenda item. The audience will have an opportunity for public comment on general topics at the end of the meeting.

4. Approval of Minutes – Mrs. Oliver asked the Board to review the minutes from the January meeting and advise if there were any revisions. There were no changes, so she asked for a motion to approve the minutes.

   Motion: Carson Tranquille
   Second: Cynthia Nixon
   Approved: 5-0

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5. Governance Meeting Recap
   Lawrence Dennis, Governance Committee Member

   a. Vote needed to accept recommended changes to Bylaws
   Mr. Dennis summarized the Governance Committee meeting held on January 16th. He indicated that all Committee members, including Connie Hodges and Meredith Chartrand-Frisch, were present, in addition to the Board Chair, Marsha Oliver. He indicated that the Board Action items on today's agenda were discussed in depth and each item was approved unanimously by the committee. The Committee also discussed the timeline and activities that they will complete between now and July. The first major endeavor for the Committee will be to review and modify the Board Bylaws and in March the committee will review Board approved policies and the Grant Review procedures.
   Mrs. Oliver asked for a motion to accept these recommendations.

   Motion: Lawrence Dennis
   Second: Kevin Gay
   Approved: 5-0

6. Finance Meeting Recap
   Cynthia Nixon, Finance Chair

   a. Vote needed to accept recommended changes to Board Finance Policies
   Mrs. Nixon indicated that the Finance Committee met at 3:30 pm on January 16th. She explained that Committee member Carson Tranquill and herself were present and Kevin Gay participated via Zoom. The Board Action items on today's agenda were discussed at length and approved unanimously by the committee. The committee also discussed KHA's Financial reports in detail. Special thanks to Jessica Pitts, the Director of Finance, for providing detailed reports that support the summary reports. The Committee also discussed the timeline and activities which we will complete between now and July with specific emphasis on the Advance Payment and Audit procedures.
   Mrs. Oliver asked for a motion to accept these recommendations.

   Motion: Kevin Gay
   Second: Carson Tranquille
   Approved: 5-0

7. Consent Agenda
   Dr. Saralyn Grass, Chief Executive Officer

   a. Grant Application: AI for Human Agency Grant
   Dr. Grass explained that a grant application was submitted to this foundation to secure funding for artificial intelligence, but it was denied. The foundation did retain KHA's application and invited us to reapply if additional funding becomes available.

   b. Mayor's Youth at Work Partnership

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This action item is a request for additional funding ($1,250,000) to increase the number of participants this summer from 300 to 600. This funding was provided by the Mayor's office to provide positive career pathways for youth and young adults.

Mrs. Oliver asked if there was any discussion, and there was none. She asked for a motion to approve the Consent Agenda.

Motion: Carson Tranquille
Second: Lawrence Dennis
Approved: 5-0

8. Partner Presentation
   Rob Kelly, Chief Executive Officer, Read USA

   Rob Kelly provided an overview of Read USA's literacy initiatives and discussed reading comprehension and fluency, particularly in the 3rd and 4th grades.

9. Contracting Process
   Joyce Watson, Director of Administration Contracts & Purchasing
   Joyce Watson provided an overview of the tasks completed by her team including contract execution, facilities maintenance, and ethics protocols.

10. Programs Update
    Kenneth Darity, Chief Administrative Officer
    Mr. Darity provided an overview of work completed by the following teams: Contract Management, Program Quality, and Quality Assessments. He also thanked the providers for their hard work and support.

11. CEO Report
    Dr. Saralyn Grass, Chief Executive Officer
    Dr. Grass summarized recent KHA initiatives including the Holiday Giveaway at the First Baptist Church of Oakland, the Capitol Connection Newsletter, the Bookmobile, and the IACET Accreditation process. She also commended KHA's staff for their hard work and support in handling an increased number of contracts and the implementation of the Agiloft system.

12. Public Comments
    Marsha Oliver asked if there were any public comments, but there were none.

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13. Adjourn
    The meeting was adjourned at 10:50 a.m. by Marsha Oliver.

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BOARD ACTION ITEM: **REQUEST FOR PROPOSAL: MAYOR'S YOUTH AT WORK PARTNERSHIP INTERN PROGRAM**

ESSENTIAL SERVICES CATEGORY: **PRE-TEEN AND TEEN**

BOARD MEETING DATE: **NOVEMBER 18, 2020**

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

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

REQUESTED ACTION:

The Board is asked to:

1) Approve the issuance of a Request for Proposals (RFP) for the Mayor's Youth at Work Partnership (MYAWP) intern program with the minimum qualifications, scope of services, evaluation criteria and performance metrics substantially in the form presented to the Board.
2) Authorize the CEO of Kids Hope Alliance to execute a contract with the most highly evaluated bidder(s) under the RFP as awarded in accordance with the City of Jacksonville's Procurement Code.

NARRATIVE:

Successful applicants under this RFP will implement the service option in the Mayor's Youth at Work Program. The service option will primarily consist of providing 300 youth (age 16-21) with school year and summer work based experiences at minimum wage or higher and is part of a larger roadmap designed to build an integrated high school to high wage system for Jacksonville youth. KHA anticipates funding a model(s) that will strengthen Jacksonville's workforce development system and help young people gain the support, educational credentials, and skills needed to succeed in today's and future economies.

The overarching goals of MYAWP are to provide 500 youth with a set of work-related experiences that prepare them to succeed in employment. MYAWP will help participants achieve the following objectives:

- Develop social skills including communication, critical thinking, decision-making and problem-solving skills, and self-management.
- Learn work norms and culture.
- Understand career pathways and decision points, including the linkages among educational attainment, relevant experience, demonstrable skills, and career advancement.
- Build professional networks.
- Learn to manage money (e.g., budgeting, opening a bank account).

FISCAL IMPACT:

KHA has made up to $500,000 available for an organization(s) to provide effective MYAWP programming serving a minimum of 300 youth. An additional $600,000 will be made available exclusively for youth salaries

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval. The RFP and the Award of the Contract are also subject to approval of the City's Competitive Sealed Proposal Evaluation Committee.

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OPTIONS:

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

STAFF RECOMMENDATION:

Staff recommends approval.

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Kids Hope Alliance

The Jacksonville Partnership for Children, Youth and Families
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

Board Meeting Minutes

Meeting Information	Board Member Attendance:			
	Y	Kevin Gay- Chair	Y	Tyra Tutor
Date: November 19, 2020 **Location: Zoom Meeting**	Y	Dr. Barbara Darby	Y	Dr. Marvin Wells-Virtual
	Y	Rebekah Davis	Y	Donna Orender-Virtual
	Y	Rose Conry		

ZOOM Meeting: (616) 558-8656 Meeting ID 917 733 566026

Advisory Staff: Dana Kriznar, DCPS; The Honorable LeAnna Cumber, City Council

City Staff: Julia Davis, Office of General Counsel

KHA Staff: Mike Weinstein, Dr. Saralyn Grass, Delores Williams, Travis Williams, Cory Armstrong, April Hart, Lenora Wilson, Rodger Belcher, Mary Nash, John Everett, Kenneth Darity, Katoia Wilkins, Tyrica Young, Mari Ganues, Shari Shuman, Sylvester Pinckney, Deborah Sibley and other staff members

Guests: Jackie Simmons, DCPS

Agenda Items	Action/Outcome
CALL TO ORDER	Kevin Gay called the meeting to order at 10:03 a.m. and thanked everyone for their attendance. Chairman Gay introduced the Board Members and liaisons present for recording purposes. Chairman Gay talked about having a quorum and that the Board members present will have to vote to allow the virtual Board members the ability to vote on any items today. Chairman Gay said this process will be done before every Board meeting going forward as long as it is legal and there is still a risk of COVID19 pandemic. Tyra Tutor made the motion and Dr. Darby seconded it. Dr. Wells asked for clarification of this process. Julia Davis said that there has to be a quorum physically present at each meeting in order for business to take place and allow the virtual Board members voting authority. With no other discussion or public comments, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and this motion was passed.

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	Chairman Gay thanked Tim Rodger and his staff for allowing the use of the Library's conference room and the organization of today's meeting. Chairman Gay said a lot of effort went into making sure that the Board members in attendance felt safe and comfortable given the circumstances.
APPROVAL OF THE MINUTES	Chairman Gay asked for a motion to approve the October 21, 2020 Board summary. Dr. Darby made the motion to approve the summary and Rose Conry seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard the motion to approve the summary was passed.
ACTION ITEMS	**Dr. Saralyn Grass introduced the Memorandum of Understanding, (MOU) to transfer Operations of the Jax Kids Book Club to Jacksonville Public Library.** Dr. Grass said that KHA staff have been working closely with the Jax Library staff to facilitate the transfer. KHA will still be involved but the program will be led by the Jax Library. In the MOU, Jax Library has agreed to provide books to 9,000 Jacksonville's' 4-year old children and provide a summer enrichment program reaching 11,000 students. Chairman Gay asked for a motion to approve the request. Rebekah Davis made the motion and Tyra Tutor seconded it. Chairman Gay opened the floor for discussion and public comments. Dr. Darby said she had submitted questions prior to the meeting and that all her questions had been answered. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion to approve the Jacksonville Public Library was passed. **Katoia Wilkins introduced the Criminal Justice Mental Health and Substance Abuse Grant, no cost extension spanning from 11/1/2020- 4/30/2021.** Ms. Wilkins reminded the Board that they had approved a request at the last Board meeting for a contract extension and that Jewish Families and Community Services who is a subcontractor, had been omitted from that prior request. Chairman Gay asked for a motion to approve the extension. Dr. Darby made the motion and Tyra Tutor seconded it. Chairman Gay opened the floor for discussion and public comments. With no comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion to approve was passed.

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ACTIO ITEMS	**John Everett introduced the Mayor's Youth at Work Partnership, Request for Proposal (RFP).** The Board is asked to approve the issuance of a Request for Proposal and authorize the CEO to execute all necessary documents. KHA anticipates funding a model that will strengthen Jacksonville's workforce development system and help young people gain the support, educational credentials and skills needed to succeed in today's economies. Mr. Everett said that the number of youth served should reflect 300 not 500. Chairman Gay asked for a motion to approve this request. Dr. Darby made the motion and Rose Conry seconded it. Chairman Gay opened the floor for discussion and public comments. Chairman Gay asked how this compares to previous years. Mr. Everett said this will expand the reach to youth and provide wider internship and employment opportunities. Mr. Weinstein said this will provide more job opportunities for youth and move them into a productive lifestyle by removing some of the obstacles. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed. **Mari Ganues introduced Youth Travel Trust Fund application from Jacksonville Children's Chorus.** The Board is asked to approve funding to the Jacksonville Children's Chorus and authorize the CEO to execute all necessary documents. The Children's Chorus had a pending application but was not able to utilize the request due to COVID19 pandemic. The provider is now retroactively applying for funding in the amount of $3,721.98 to help cover the costs that were incurred for travel earlier in the season. Chairman Gay asked for a motion to approve the request. Tyra Tutor made the motion and Donna Orender seconded it. Chairman Gay opened the floor for discussion and public comments. Ms. Tutor and Dr. Darby made comments about being happy these funds were being used. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed. **Mary Nash introduced Nation Crime Victim's Rights Week community awareness project.** Ms. Nash said this item is informational only. Ms. Nash has been collaborating with Behavioral Health and Human Services, a city agency that helps victims of crime and their families. She stated they have been connecting resources and sharing information to better serve the community. Ms. Nash further stated that Behavioral Health and Human Services is applying for this grant and therefore she has withdrawn the request. By working together, they can provide more resources to the community and make referrals to get families the help that they need.

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	Dr. Saralyn Grass introduced the Memorandum of Understanding, (MOU) with Duval County Public Schools. This MOU will allow data sharing which will help produce a longitudinal study about the efficacy of KHA's Out of School Time programs. This agreement will be for one year with the automatic renewals for an additional three years. Rodger Belcher explained that the study will address performance and quality of the afterschool programs. Data will be collected by an outside firm which will provide a detail analysis of their findings. Ms. Orender asked how KHA defines progress. Mr. Belcher said it will be attendance and academic performance of the students in the afterschool programs. They will have control groups that compare students in afterschool programs to students who are not in afterschool programs. DCPS will provide the students who will participate in the study to ensure confidentiality of their information. Mr. Belcher said that the only way the MOU would not be renewed is if there was any gross negligence of students' personal files. Dr. Grass talked about staff participating in Results Base Accountability Training, (RBA) and using this tool to evaluate their programs. NLP Logix will be analyzing the data included in the MOU. Mr. Belcher wanted to thank everyone on the task force which made this MOU happen. Chairman Gay asked for a motion to approve this request. Dr. Darby made the motion and Ms. Tutor seconded it. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.
Staff Updates	Tyra Tutor gave a finance update. The report ended on September 30th and is preliminary as items are still being closed out and received. Ms. Tutor indicated that KHA was able to successfully encumber $7.8 million of unused funding. KHA has plans to utilize a portion of those funds for future use. Everything is on track and there are no surprises with grants. The final finance report should be ready and will be presented at the February Board meeting. Dr. Darby asked that the board be sent a preview of how the encumbered funds will be utilized. Mr. Weinstein said that KHA will not use all the funds and had the ability to use those funds year after year. John Everett asked the Governance Committee to think about streamlining the Youth Travel Trust Fund Application in order to improve the process. Mr. Everett said that the application is online but there are still delays when it comes to the approval process. Dr. Grass talked about the leased space to Managed Access to a Child's Health and Lutheran Social Services and the ability to provide this at no cost with renewable options.

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	Dr. Darby talked about Youth Travel Trust Fund and asked that staff be prepared to discuss how they are getting the word out to the community that these funds are available. This will be taken up at the next Governance meeting.
Board Discussion	Dr. Wells gave an update on the DREAM's Work group meetings and what has taken place in the community with KHA staff. The meetings have been ongoing with a youth workshop provided on November 2nd and a provider meeting to be held on December 15th. Internal staff have been meeting with C. Robinson and Associates and Selena Webster Bass. Chairman Gay asked for youth and staff to share their experiences, so far at the next Board meeting. Chairman Gay indicated that it is time to elect new officers to the Board and that due to COVID19 the process has been delayed. If the Board elects new officers today, they will serve for 4 months and a new election will occur in June. The other option is for the Board to keep the officers that are in place now and have elections in June. The new officers will serve for 2 years. All members were in agreement to wait until June to make their selections for officers. There was discussion on the bylaws and making sure that the Board was following protocol. Mr. Weinstein indicated that he had spoke with Julia Davis and that those were the options that Chairman Gay spoke of. Dr. Darby made the motion to continue with the officers in place and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments. With no other comments being heard, this motion was approved. Mr. Weinstein reviewed Board members appointments and how they are staggered so that there is never a vacant seat. Dr. Darby and Donna Orender are up for reappointment in December but can continue to serve until such time. Dr. Darby said that is interested in being reappointed and Ms. Orender stated she would like to have a conversation with Mr. Weinstein about the reappointment and what that looks like. Mr. Weinstein said that since the Board had requested to have an Ethics training that could be delivered in December in lieu of the board meeting. There is no pressing Board business, so all members agreed to the Ethics training in December instead of the regular board meeting.
PUBLIC COMENTS	Donna Orender made comments about Board members safety and the quality of the Zoom meeting today. Ms. Orender stated she could not clearly hear board members. Ms. Orender also spoke about members being informed that they did not have to attend the meeting in person. Mr. Weinstein stated that the Board has the right to meet when possible and can change the schedule whenever necessary. They can choose to meet quarterly or when

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	items require Board approval. Dr. Darby talked about accessing the area and safety protocols. With no other discussion items or comments being made, the meeting was adjourned.
ADJOURNMENT	The meeting was adjourned by Chairman Gay at 11:34 a.m.

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KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Saralyn Grass, Chief Executive Officer Saralyn Grass

CC: Kenneth Darity, Chief Administrative Officer

SUBJECT: Request to amend BID # ESC-0315-21, Mayor's Youth at Work Partnership (MYAWP) -- $1,300,000.00.

DATE: September 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 August 1, 2024 through date of executed contract amendment.

2. Request to amend BID # ESC-0315-21, Mayor's Youth at Work Partnership (MYAWP), to exercise the third of four (4) renewal options for Contract # 70979-21, Amendment 7, Goodwill Industries of North Florida, Inc. Period of service is from date of executed contract amendment through July 31, 2025. Total expenditure for this period is $1,300,000.00. Total expenditure amount not to exceed is $7,189,997.00.

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
Mayor's Youth at Work Programming	10901	181001	582001	000000	00001917	00000	0000000

Total Funding: **$1,300,000.00**

Attachment(s): Previous Award Dated 3/8/24
Letter of Intent FY 24-25
Scope of Services FY 24-25
Board Action Item & Meeting Minutes Dated 11/18/20
Board Action Item & Meeting Minutes Dated 1/24/24

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

Cc: Olive Wallace Cohen, Analyst
Jessica Pitts, Director, Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
Katoia Wilkins, Director, Contract Management