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

Subject: TRUST BASED RELATIONAL INTERVENTION

Department: Kids Hope Alliance

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

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

Single Source Award To: Hope Street, Inc.

Price Justification: See attachment

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

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

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

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

Analyst: Olive Wallace-Cohen

For: Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

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

CC: Saralyn Grass, Chief Administrative Officer

Kenneth Darity, Chief Programs Officer

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

DATE: April 28, 2023

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

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

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

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

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

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

KHA anticipates funding as follows:

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

Total Funding **$229,167.00**

Attachment(s): Exhibit A: Scope of Services

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

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

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Kids Hope Alliance
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	Hope Street Inc. TBRI training will provide trauma Informed education to providers while also seeking out a variety of trauma informed techniques and approaches to "Build a Trauma Informed Jacksonville", The training aligns resources, programs and initiatives to address adverse childhood experiences and adverse community environments.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	The Trust-Based Relational Intersection • TBRI model Training wit provide the community with ongoing responsibilities and will guide the community through a series of collaborative expansive learning cycles that aim lo create trauma-informed communities of resilience with Interconnected systems, authentic community engagement, and inclusivity: Phase 1: Recruit Champions and Formalize Collaborative Infrastructure, Phase 2: Implement Assessment of Community Assets Phase 3' Identify Work groups, Phase 4 Implementation of Learning Communities and Messaging. Phase 5: Launch Trauma informed education initiative.
4. Date of Request	04/28/2023

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

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

BOARD ACTION ITEM: CONTRACT EXEMPTIONS

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

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

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

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

REQUESTED ACTION:

The Board is asked to:

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

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

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

NARRATIVE:

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

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

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

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

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

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

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

FISCAL IMPACT:

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

OPTIONS:

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

_____

_____

Board Secretary Signature: _____

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

Print Name and Title: _____

Date: _____