3

SUBJECT: SERVICES FOR CHILDREN, YOUTH, AND THEIR FAMILIES

BID #: ESC-0351-23 **OPEN DATE: 5/24/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - August 1, 2023 through May 31, 2024 with three (3) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 245 **NUMBER RECEIVED: 56** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
A preliminary evaluation was done of the fifty-six (56) bids received and two (2) responses did not meet the requirements. Boys' and Girls Club of Northeast Florida, Inc., Camp Deep Pond is not located in Duval County; and Born 2 Excel did not submit the required Principal Support Letter. One applicant, Sponsored By Grace, LLC scored 67.45% and therefore did not meet the minimum scoring requirements as outlined in the RFP.

The RFP allowed vendors/contractors to bid on multiple sites and as a result, sixty-seven (67) total responses were received.

Recommend approval to proceed with negotiations with the providers listed in Exhibit 1 that scored the highest within the KHA goal area indicated with their application. The results will be documented and presented to the CSPEC Committee for approval. Upon successful negotiation and approval, KHA will proceed with a request for award to the highest scoring applicants until all funding is exhausted.

Attachments: Recommendation Memo, Bid Tabulation, Scoring Sheets, Evaluation Matrix,

ANALYST: Olive Wallace-Cohen **RESPECTFULLY SUBMITTED** For: 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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

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

CC: Kenneth Darity, Chief Programs Officer

SUBJECT: Request permission for KHA to negotiate with applicants for BID # ESC-0351-23, Services for Children, Youth, and their Families

DATE: June 29, 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 permission for KHA to negotiate with applicants for RFP ESC-0351-23. Procurement received a total of fifty-six (56) responses referencing sixty-seven (67) sites/categories. Two agencies were not scored because they did not meet Minimum Requirements for Contractors listed in the RFP: 1) Boys' and Girls' Clubs of Northeast Florida, Inc., Camp Deep Pond, is not located in Duval County. 2) Born 2 Excel did not submit the required Principal Support Letter.

   KHA has completed its preliminary evaluation of the sixty-five (65) total sites/categories received from Procurement for BID ESC-0351-23, Services for Children, Youth, and their Families, and is requesting approval to negotiate with the providers listed in Exhibit 1 that met the minimum requirements within their applications (see Exhibit 1).

   One applicant, Sponsored By Grace, LLC, scored 67.45% and therefore did not meet the minimum scoring requirements as outlined in the RFP.

Upon approval of this request, KHA will proceed with a request to Procurement to award a contract with the qualified applicants listed on Exhibit 1 until all funding is exhausted.

KHA anticipates funding as follows:

Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
ESP – Special Needs	10901	181001	582001	000000	00000459	00000	0000000
ESP – Preteen and Teen	10901	181001	582001	000000	00001824	00000	0000000
ESP – Juvenile Prevention & Intervention	10901	181001	582001	000000	00000457	00000	0000000
ESP- Early Learning	10901	181001	582001	000000	00000455	00000	0000000

Total Funding **$4,500,000.00**

Attachment(s): Exhibit 1: Total Scores Average

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

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

TITLE: Services for Children, Youth, and their Families BID NO.: ESC-0351-23 OPEN DATE: 05/24/21 ANALYST: Olive Wallace-Cohen No. Invited: (245) No. Received: (56) No Bids: (0) Recorded By: MELISSA PIERCE Announcer: MARILYN LAIDLER	Operation Save Our Sons	The LJD Jewish Family & Community Services, Inc.	Annie Ruth Foundation	Step-By-Step	Youth Crisis Center, Inc.	Poise, Inc.	D Square 2 Corporation	Little Bookworms	Children's Home Society of Florida (CHS)	AMIkids Duval
	✓	✓	✓		✓	✓	✓	✓	✓	✓
NOTES:										
NOTES:	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included
MINIMUM REQUIREMENTS	✓	✓	✓	No IRS Exemption evidence	✓	✓	✓	✓	✓	✓
Attachment A - Response:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Attachment N - Submission Checklist:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 1 - Price Sheet:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 2 - Conflict of Interset Certificate:	Not Signed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 3 - Goals and Perfromance Measures:	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Yes
Form 4 - Principal Support Letter:	No	No	No	No	No	No	No	No	No	Yes
Addenda 1 - 4:	1-4 Not Signed	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes

Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Contractors must indicate their response to each requirement in Attachment A to this RFP. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code.

2. Contractor must have registered as a nonprofit entity under the laws of the State of Florida prior to January 1, 2022 and have an "Active" status as shown on by the Florida Department of State's Sunbiz site (https://dos.myflorida.com/sunbiz/).

3. Contractor (not just individuals employed by Contractor) must have operated a youth development and/or social service program for at least one (1) year that served at least twenty (20) youth. Operation must have occurred in 2022, 2021, or 2020.

TITLE: Services for Children, Youth, and their Families BID NO.: ESC-0351-23 OPEN DATE: 05/24/21 ANALYST: Olive Wallace-Cohen No. Invited: (245) No. Received: (56) No Bid Recorded By: MELISSA PIERCE Announcer: MARIL	Hubbard House, Inc.	Us and Our Children	Center for Children's Rights, Inc.	Hope Haven Association, Inc.	Jacksonville Urban League, Inc.	University of North Florida Board of Trustees	READ USA, Inc.	2nd Mile Ministries, Inc.	Jacksonville Speech and Hearing Center, Inc.	The Carpenter's Shop Center, Inc.
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOTES:										
NOTES:	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive	Flash Drive included	Flash Drive included	Flash Drive included
MINIMUM REQUIREMENTS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Attachment A - Response:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Attachment N - Submission Checklist:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 1 - Price Sheet:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 2 - Conflict of Interset Certificate:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 3 - Goals and Perfromance Measures:	No	No	No	Yes	Yes	No	Yes	Yes	Yes	Yes
Form 4 - Principal Support Letter:	No	Yes	Yes	No	No	Yes	Yes	No	No	Yes
Addenda 1 - 4:	Yes	Yes	Missing Add. 1	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents

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TITLE: Services for Children, Youth, and their Families BID NO.: ESC-0351-23 OPEN DATE: 05/24/21 ANALYST: Olive Wallace-Cohen No. Invited: (245) No. Received: (56) No Bids: (0) Recorded By: MELISSA PIERCE Announcer: MARILYN LAID	Children's International Summer Villages, Inc.	Managed Access to Child Health, Inc.	YMCA of Florida's First Coast, Inc.	Family Support Services of North Florida, Inc.	WJCT, Inc.	Families of Slain Children, Inc.	Fresh Ministries, Inc.	The Jacksonville Zoological Society, Inc.	U-Turns, Inc. dba Teen Leaders of America	Cornerstone Special Education Alliance
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOTES:										
NOTES:	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included
MINIMUM REQUIREMENTS	No IRS exemption evidence	✓	✓	✓	✓	✓	✓	✓	✓	✓
Attachment A - Response:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Attachment N - Submission Checklist:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 1 - Price Sheet:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 2 - Conflict of Interset Certificate:	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Form 3 - Goals and Perfromance Measures:	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Form 4 - Principal Support Letter:	No	No	No	No	No	No	No	No	Yes	No
Addenda 1 - 4:	No	Yes	Missing Add. 1	Yes	No	Yes	No	No	Yes	Yes

Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Contractors must indicate their response to each requirement in Attachment A to this RFP. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code.

2. Contractor must have registered as a nonprofit entity under the laws of the State of Florida prior to January 1, 2022 and have an "Active" status as shown on by the Florida Department of State's Sunbiz site (https://dos.myflorida.com/sunbiz/).

3. Contractor (not just individuals employed by Contractor) must have operated a youth development and/or social service program for at least one (1) year that served at least twenty (20) youth. Operation must have occurred in 2022, 2021, or 2020.

TITLE: Services for Children, Youth, and their Families BID NO.: ESC-0351-23 OPEN DATE: 05/24/21 ANALYST: Olive Wallace-Cohen No. Invited: (245) No. Received: (56) No Bids: (0) Recorded By: MELISSA PIERCE Announcer: MARILYN LAIDLER	The Chosen of God MKB Destined for Greatness	The Foundation Academy Studio School, Inc.	Jacksonville Public Education Fund	Krumpin 4 Success, Inc.	Born 2 Excel, Inc.	Hope at Hand, Inc.	Daniel Memorial, Inc.	I'm a Star Foundation, Inc.	Boys and Girls Club of Northeast Florida	The Perfromers Academy
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOTES:										
NOTES:	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included
MINIMUM REQUIREMENTS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Attachment A - Response:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Attachment N - Submission Checklist:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 1 - Price Sheet:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 2 - Conflict of Interset Certificate:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 3 - Goals and Perfromance Measures:	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No
Form 4 - Principal Support Letter:	No	No	No	No	No	No	No	Yes	No	No
Addenda 1 - 4:	No	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes

Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Contractors must indicate their response to each requirement in Attachment A to this RFP. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code.

2. Contractor must have registered as a nonprofit entity under the laws of the State of Florida prior to January 1, 2022 and have an "Active" status as shown on by the Florida Department of State's Sunbiz site (https://dos.myflorida.com/sunbiz/).

3. Contractor (not just individuals employed by Contractor) must have operated a youth development and/or social service program for at least one (1) year that served at least twenty (20) youth. Operation must have occurred in 2022, 2021, or 2020.

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	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOTES:										
NOTES:	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included	Flash Drive included
MINIMUM REQUIREMENTS	✓	✓	✓	✓	✓		✓	✓	✓	✓
Attachment A - Response:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Attachment N - Submission Checklist:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 1 - Price Sheet:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 2 - Conflict of Interset Certificate:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 3 - Goals and Perfromance Measures:	Yes	Yes	Yes	Yes	No	No	No	Yes	No	Yes
Form 4 - Principal Support Letter:	Yes	Yes	No	No	No	Yes	Yes	No	No	No
Addenda 1 - 4:	No	Yes	Yes	Yes	Yes	Yes	Missing 1 & 3	Missing Add. 4	Yes	Yes

Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Contractors must indicate their response to each requirement in Attachment A to this RFP. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code.

2. Contractor must have registered as a nonprofit entity under the laws of the State of Florida prior to January 1, 2022 and have an "Active" status as shown on by the Florida Department of State's Sunbiz site (https://dos.myflorida.com/sunbiz/).

3. Contractor (not just individuals employed by Contractor) must have operated a youth development and/or social service program for at least one (1) year that served at least twenty (20) youth. Operation must have occurred in 2022, 2021, or 2020.

Exhibit 1
Total Score Average

Agency Name	Category	Scorer 1	Scorer 2	Scorer 3	Total Score	Average Score	Percentage
Daniel Memorial, Inc.	Family Stability	254	255	254	763	254	99.74%
Childrens Home Society HF Jacksonville	Family Stability	252	255	254	761	254	99.48%
The Carpenter's Shop Center, Inc.	College and Career	255	252	253	760	253	99.35%
Youth Crisis Center, Inc.	Early Intervention/Child Development	255	251	253	759	253	99.22%
Family Support Services of North Florida, Inc.	Family Stability	254	251	254	759	253	99.22%
Hubbard House, Inc.	Family Stability	253	255	251	759	253	99.22%
2nd Mile Ministries, Inc.	College and Career	255	250	252	757	252	98.95%
Cathedral Arts Project, Inc.	Early Intervention/Child Development	255	249	251	755	252	98.69%
Twin Oaks Juvenile Development, Inc.	Juvenile Justice	243	255	254	752	251	98.30%
Jewish Family & Community Services, Inc.	Juvenile Justice	244	252	255	751	250	98.17%
Big Brothers Big Sisters of Northeast Florida, Inc.	College and Career	246	249	255	750	250	98.04%
I.M. Sulzbacher Center for the Homeless	Family Stability	248	252	247	747	249	97.65%
The Jacksonville Zoological Society, Inc.	College and Career	237	253	255	745	248	97.39%
Cathedral Arts Project, Inc.	Mental Health Special Needs	253	251	241	745	248	97.39%
The Performers Academy	College and Career	236	252	255	743	248	97.12%
Boys and Girls Club of Northeast Florida (School Based)	Early Intervention/Child Development	245	248	250	743	248	97.12%
I'm a STAR Foundation, Inc.	College and Career	234	253	255	742	247	96.99%
Wealth Watchers, Inc.	College and Career	251	249	240	740	247	96.73%
Jacksonville Public Education Fund Inc.	Family Stability	240	253	247	740	247	96.73%
U-Turns, Inc. Teen Leaders of America	College and Career	250	246	243	739	246	96.60%
Managed Access to Child Health, Inc.	Juvenile Justice	239	252	247	738	246	96.47%
UNF Board of Trustees	Early Intervention/Child Development	246	250	241	737	246	96.34%
Families of Slain Children, Inc. (Family Stability)	Family Stability	254	241	242	737	246	96.34%
Girl Scouts of Gateway Council, Inc.	Early Intervention/Child Development	251	245	239	735	245	96.08%
WJCT, Inc.	Early Intervention/Child Development	233	251	251	735	245	96.08%
Boys and Girls Club of Northeast Florida (Culinary)	Family Stability	244	239	252	735	245	96.08%
City Year, Inc.	College and Career	253	226	254	733	244	95.82%
Jacksonville Speech & Hearing Center, Inc.	Early Intervention/Child Development	242	244	247	733	244	95.82%
New Heights of Northeast Florida, Inc.	Early Intervention/Child Development	237	248	245	730	243	95.42%
Wayman Community Development Corporation	Juvenile Justice	235	242	253	730	243	95.42%
Hope Haven Association, Inc.	Juvenile Justice	251	226	252	729	243	95.29%
The Foundation Academy Studio School, Inc.	College and Career	242	230	255	727	242	95.03%
Developmental Learning Center, Inc.	Mental Health Special Needs	249	244	233	726	242	94.90%
Big Brothers Big Sisters of Northeast Florida, Inc.	Juvenile Justice	238	232	255	725	242	94.77%
Boys & Girls Club of Northeast Florida (Printing Program)	College and Career	226	254	244	724	241	94.64%
Families of Slain Children, Inc. (College and Career)	College and Career	230	238	254	722	241	94.38%
The Performers Academy	Early Intervention/Child Development	244	232	245	721	240	94.25%
Pearls of Perfection, Inc.	Juvenile Justice	255	222	244	721	240	94.25%
Center for Children's Rights, Inc.	Juvenile Justice	253	226	236	715	238	93.46%
True Youth Association Inc.	Juvenile Justice	251	227	234	712	237	93.07%
Step-By-Step	Mental Health Special Needs	243	245	221	709	236	92.68%
Cornerstone Special Education Alliance	Mental Health Special Needs	244	239	217	700	233	91.50%
AnnieRuth Foundation	College and Career	237	218	244	699	233	91.37%
YMCA	College and Career	223	253	222	698	233	91.24%
Made A Way Foundation, Inc.	Juvenile Justice	248	230	220	698	233	91.24%
Fresh Ministries, Inc.	Juvenile Justice	217	231	243	691	230	90.33%
Jax Urban League, Inc.	College and Career	233	208	249	690	230	90.20%
Goodwill Industries of North Florida, Inc.	College and Career	211	240	237	688	229	89.93%
Hope at Hand, Inc.	Juvenile Justice	248	221	219	688	229	89.93%
Read USA, Inc.	College and Career	229	230	228	687	229	89.80%
Police Athletic League of Jacksonville	Mental Health Special Needs	243	227	217	687	229	89.80%
The Performers Academy	Juvenile Justice	220	240	227	687	229	89.80%
Children's International Summer Villages, Inc.	College and Career	237	235	212	684	228	89.41%
The Chosen of God MKB Destined for Greatness	Family Stability	220	229	217	666	222	87.06%
Police Athletic League	College and Career	218	201	242	661	220	86.41%
Krumpin 4 Success, Inc.	Juvenile Justice	248	207	202	657	219	85.88%

Exhibit 1
Total Score Average

Krumpin 4 Success, Inc.	College and Career	209	227	216	652	217	85.23%
Us and Our Children, Inc.	Juvenile Justice	250	199	179	628	209	82.09%
AMI Kids Duval, Inc.	Juvenile Justice	211	191	223	625	208	81.70%
I.M. Sulzbacher Center for the Homeless, Inc.	Early Intervention/Child Development	187	216	219	622	207	81.31%
Operation Save our Sons	College and Career	189	217	195	601	200	78.56%
Little Bookworms	College and Career	183	197	212	592	197	77.39%
Dsquared 2 Corporation	College and Career	183	204	200	587	196	76.73%
Poise, Inc.	College and Career	182	199	174	555	185	72.55%
Sponsored By Grace LLC	College and Career	205	195	116	516	172	67.45%

Color Key	
	College and Career
	Mental Health Special Needs
	Early Intervention/Child Development
	Family Stability
	Juvenile Justice

Did Not Meet Minimum Qualification

Form 1 -	Price Sheet
Form 2 -	Conflict of Interest Certificate
Form 3 -	Goals and Performance Measures
Form 4 -	Principal Support Letter
Form 5 -	No Bid Form

In the event of conflicting provisions, the following sections of this RFP will have priority in the order listed: Section 1, Section 4, Section 2, Section 3, the Attachments, and the Forms.

1.2 Scope of Services

The Kids Hope Alliance is accepting proposals for services for children, youth, and their families residing in Duval County (the "Services").

KHA funds can only be used to start a program as prescribed in this RFP or to supplement an existing program. As such, KHA funds cannot be used to supplant existing services for children, youth, and their families being funded by another entity. Any expenditure that supplants existing services for children, youth, and their families is not allowable. Contractors seeking to supplement existing services for children, youth, and their families must clearly describe how the KHA funds will supplement and not supplant other funds.

Please see Section 4 for a full description of the services and deliverables required under this RFP.

1.3 Term of Agreement

The initial term of contracts awarded under this RFP will be for ten (10) months and will commence on August 1, 2023, and will expire May 31, 2024. KHA will have the option, in its sole discretion, to renew such contracts for up to three (3) additional one-year terms (June 1 - May 31) upon satisfactory performance by Contractor. Contracts are subject to early termination as set forth elsewhere in this RFP.

The option to renew shall be at the sole and complete discretion of the Kids Hope Alliance, and subsequent renewal periods may be subject to renegotiated performance measures, deliverables, and contractual terms.

1.4 Minimum Requirements for Contractors

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Contractors must indicate their response to each requirement in Attachment A to this RFP. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code.

2. Contractor must have registered as a nonprofit entity under the laws of the State of Florida prior to January 1, 2022 and have an "Active" status as shown on by the Florida Department of State's Sunbiz site (https://dos.myflorida.com/sunbiz/).

3. Contractor (not just individuals employed by Contractor) must have operated a youth development and/or social service program for at least one (1) year that served at least twenty (20) youth. Operation must have occurred in 2022, 2021, or 2020.

1.5 Equal Business Opportunity Program

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as

Attachment B
Evaluation Matrix

The evaluations will be based upon the following criteria. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Response as non-responsive. The response to each of the criterion will be evaluated relative to the other responses received. Contractors are encouraged to arrange their responses in the exact format as the application in Attachment A, which will offer ready review and evaluation of each criterion. Please note that the final score will be the percentage of points received. For example, receiving 204 points out of a possible 255, would result in a score of 80%. **Contractors must score a minimum 70% of points overall by site to be considered for funding.**

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
Contractor Detail Question #1 (Maximum Points 15)	Agency history is less than one year. Description of agency mission or services provided is missing, unclear, or minimally described. No indication of where program will operate.	Agency history is less than three years. Agency mission and history somewhat support the plan to provide services for the program described in the RFP. Partial list of where program will operate.	Agency history is three years or more. Agency mission and history clearly support the provision of services for the program described in the RFP. Clearly identifies where program will operate.
Competence Question #2 (Maximum Points 15)	Proposed strategies do not address retention efforts that demonstrate an understanding of diverse populations as well as implicit bias. There is limited prior experience working with diverse populations.	Proposed strategies adequately address retention efforts that demonstrate an understanding of diverse populations. There is some prior experience working with diverse populations.	Proposed strategies fully address retention efforts that demonstrate an understanding of diverse populations as well Populations. Prior experience working with diverse populations are clearly described.
Community Collaboration Question #3 (Maximum Points 12)	The response does not address participation or reflects little participation in local strategic planning/community collaboration efforts. There is little to no prior involvement in related systems of care.	The response reflects in-depth participation in local strategic planning/community collaboration efforts. There is significant prior involvement in related systems of care	Not Applicable

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
Interagency Agreements Question #4 (Maximum Points 15)	There are no existing or planned interagency agreements or the interagency agreements are not cost effective and do not directly impact the participants of this program.	There is existing or planned interagency agreements which are moderately cost effective and have some direct impact on the participants of this program.	There is existing or planned interagency agreements which are significantly cost effective and have a clear, direct impact on the participants of this program.
Proposed Staff Information Question #5 (Maximum Points 15)	Staffing chart is incomplete, or the number/type of staff included does not seem appropriate/adequate for the positions & services identified. Staff education & experience requirements do not appear appropriate or do not align well with job duties.	Staffing chart is somewhat complete. Duties for each position are somewhat described, but only some education & experience appear reasonable for job duties. The number of professional staff may or may not be sufficient for the number of participants to be served & service model.	Staffing chart is fully complete. Duties for each position are clearly described, & education & experience appear reasonable for job duties. The number of professional staff is sufficient for the number of participants to be served & service model.
Staff Hiring/ Training Plan Question #6 (Maximum Points 12)	The timeline and/or process for the program to become fully operational is missing, not clearly defined, or unreasonable.	The timeline and process for the program to become fully operational is clearly explained and comprehensive. The plan fully supports the program being operational by the deadline	Not Applicable
Staff Training and Supervision Question #7 (Maximum Points 12)	A plan to train staff is not supplied or does not directly correlate to serving the desired population and addressing important subject areas in need of staff training. There are minimal details about how the staff will be supervised and how often they will meet with the supervisor to address the major issues associated with serving the desired population.	The plan to train staff is comprehensive and directly correlates to serving the desired population and addressing important subject areas in need of staff training. Staff supervision strategies are clearly outlined	Not Applicable

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
Staff Retention Question #8 (Maximum Points 12)	Staff retention strategies are minimally explained and lack detail. The Contractor has a history of poor staff retention.	Staff retention strategies are clear and represent positive reinforcement and encouragement to maintain consistent employment. The agency explains efforts (monetary and non-monetary) to increase retention rates and includes clear	Not Applicable
Program Component Question #9 (Maximum Points 15)	Organization does not address and describe in detail the services the organization will implement to address the proposed program component(s) including the use of subcontractors.	Organization somewhat address and describe in detail the services the organization will implement to address the proposed program component(s) including the use of subcontractors.	Organization addresses and describe in detail the services the organization will implement to address the proposed program component(s) including the use of subcontractors.
Number of participants to be Served Question #10 (Maximum Points 15)	Number of participants to be served appears unrealistically high or low in alignment with program design.	Number of participants to be served appears manageable and cost effective.	Number of participants to be served is well aligned with the program design and cost effective.
Participant Engagement and Retention Question #11 (Maximum Points 15)	Proposed population and/or recruitment strategies are not clearly defined or are not likely to attract participants. Retention goals are not defined or lack effectiveness.	Proposed population description and recruitment strategies are adequately defined and are likely to attract participants. Retention goals lack detail.	Proposed population description and recruitment strategies are strong, well defined, include school and community partners, and are likely to attract and retain participants.

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
Community Engagement Question #12 (Maximum Points 15)	Not well thought-out plan of executing on meeting the needs of Community Engagement, does not adequately meet the needs of the community.	Somewhat of a thought-out plan of executing on meeting the needs of Community Engagement but does not fully meet the needs of the community.	Well thought-out plan of executing on meeting the needs of Community Engagement.
Safety and Security Question #13 (Maximum Points 15)	Plan for addressing the safety and security of program youth is ineffective, incomplete, or lacks detail. Plans for maintaining communication between staff appears inadequate. Required protocols, such as accident and incident reports, may be missing from safety/security plan.	Plan for addressing the safety and security of program youth is not incomplete-it is not comprehensive and fully outlined. Plans for maintaining communication is somewhat adequate. Some protocols do exist.	Plan for addressing the safety and security of program youth is detailed and comprehensive. Plans for maintaining communication between staff utilize appropriate technology and protocols. Proposal includes a clear and comprehensive plan for communicating with parents/caregivers. Safety/security plan is detailed and comprehensive.
Successful Completion Question #14 (Maximum Points 15)	Expectations for successful program completion timeframes and goals are not identified or are minimally addressed.	Expectations for successful program completion timeframes and goals are identified or are somewhat addressed.	Requirements for successful program completion are clearly defined, described, and
Methods to pursue data-driven performance management Question #15 (Maximum Points 12)	There is little or no discussion of how performance measures and related data will inform service delivery and incorporate participant or staff	A detailed description of how performance measures will inform service delivery and process improvements is included, as well as a clear and relevant description of how participant	Not Applicable

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
Measure participant progress and program impact **Question #16** **(Maximum Points 15)**	There is no plan that describes specific details regarding the internal controls and processes to ensure high quality data collection and reporting to measure participant progress and program impact.	There is somewhat of a plan that describes specific details regarding the internal controls and processes to ensure high quality data collection and reporting to measure participant progress and program impact	There is a plan that describes specific details regarding the internal controls and processes to ensure high quality data collection and reporting. This includes supervisor oversight, data report analysis, and use of an internal tracking system with clear guidelines for use. A clear and robust process for training and motivating staff to collect and meaningfully utilize performance measure data is provided.
Budget **Question #17** **(Maximum Points 15)**	The budget form is missing, incomplete, or incorrect. Budget amounts seem unreasonable or unnecessary to support the program.	The budget form is complete and accurate. Expenses appear reasonable and support the proposed program. Budget detail adequately describes and justifies anticipated expenses.	The budget form is complete and accurate. Expenses are cost-effective, reasonable, and support the proposed program. Budget detail clearly describes and justifies anticipated expenses.
Fiscal Sustainability **Question #18** **(Maximum Points 15)**	The agency does not have diversification of funding in the operations and the proposed program which questions the financial stability of the organization and is at higher risk.	The agency has some diversification of funding in the operations and the proposed program which demonstrates financial stability of the organization but leaves some risk.	The agency has diversification of funding in the operations and the proposed program which demonstrates financial stability of the organization and reduces risk.

APPLICATION REFERENCE POINT	0-6 Points	7-12 Points	13-15 Points
255	TOTAL POSSIBLE POINTS		
_____#_____	POINTS AWARDED		
_____%_____	PERCENTAGE OF POINTS ACHIEVED		

Applications must score a minimum 70% of points overall to be considered for funding.