SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20 **OPEN DATE: 9/11/19**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 20 **NUMBER RECEIVED:** 13 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to extend the award with I.M. Sulzbacher Center for the Homeless, Inc. for ninety (90) days from October 1, 2020 through December 31, 2020. The extension will allow the I.M. Sulzbacher Center to complete the one-year Youth and Family Empowerment Center (YFEC) program. The end period for the initial term of the Special Needs Programs and Services will remain as September 30, 2020. Total not-to-exceed expenditure amount of $2,574,775.00 will remain unchanged.

YFEC - $494,525.00
Special Needs - $2,080,250.00

Funding for this award to be executed by formal contract amendment through the Office of General Counsel and encumbered by the following account: 10901.181001.582001.000000.00000459.00000.0000000

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

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

CONCURRENCE BY: Joyce Watson, Director of Administration, 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
The Jacksonville Partnership for Children, Youth & Families

MEMORANDUM

TO: Gregory Pease, Chief of Procurement
Procurement Division

FROM: Michael Weinstein, CEO, Kids Hope Alliance
Saralyn Grass, CPO, Kids Hope Alliance
Joyce Watson, Director of Administration, Kids Hope Alliance
Mary Nash, Director of Special Needs Programs, Kids Hope Alliance

SUBJECT: **No Cost Extension- YFEC – I.M. Sulzbacher Center for the Homeless, Inc. Special Needs Programs and Services - ESC-0218-20**

DATE: August 17, 2020

The Kids Hope Alliance on behalf of the City of Jacksonville, respectfully request to amend an award for I.M. Sulzbacher, Inc. for the provision of Youth Family Empowerment Center (YFEC) services under a Special Needs funding award. Accordingly, we ask that the contract term be extended from its current termination date of September 30, 2020 to December 31, 2020. This no cost extension request will not change the scope of services and all other terms and conditions remain the same.

AGENCY	BID NUMBER	CONTRACT NUMBER	AMOUNT
I.M. SULZBACHER CENTER	ESC-0218-20	7047-112	$300,000.00

The attached item will be reviewed and approved by the KHA Board on August 19, 2020. Also, attached is a copy of the current Procurement Award.

1. Attachment 1: Board Action Item
2. Attachment 2: Procurement Award – ESC-0218-20

This request will be executed by formal contract amendment through the Office of General Counsel and encumbered by the following account:

10901.181001.582001.000000.00000459.00000.0000000

If you need additional information, please contact Mary Nash at (904)318-0266 or Joyce Watson at (904)255-4444.

Cc: Annette L. Burney, Purchasing Analyst, Procurement
April Hart, Director, Finance

SULZBACHER
HOUSING. HEALTHCARE. HOPE.

July 13, 2020

Mary E. Nash
Director of Special Needs
Kids Hope Alliance
The Jacksonville Partnership for Children, Youth, and Families
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

Re: ESC-0218-20 YFEC

Dear Ms. Nash:

Sulzbacher is very pleased to be awarded $300,000 in support of Special Needs programming at the Crawford Early Learning Center at Sulzbacher Village. Due to COVID-19 Payroll Protection Program funding also received by Sulzbacher, we will experience a 3-month funding surplus at the end of the contract period.

Sulzbacher respectfully requests a 90-day contract extension, from October 1, 2020 to December 31, 2020, so as to utilize all funds allotted to the program.

Thank you for your ongoing support and assistance with this issue.

Sincerely,

Cindy Funkhouser

Cindy Funkhouser
President & CEO

611 East Adams Street
Jacksonville, FL 32202
Office: 904.394.8051
Fax: 904.354.4347
www.sulzbacherjax.org

A COPY OF THE OFFICIAL REGISTRATION (CH4758) AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION OF THE STATE.

BOARD ACTION ITEM: NO COST EXTENSION FOR I.M. SULZBACHER – YFEC

ESSENTIAL SERVICES CATEGORY: **SPECIAL NEEDS**

GOVERNANCE MEETING: **AUGUST 3, 2020**

FINANCE MEETING: **AUGUST 12, 2020**

BOARD MEETING: **AUGUST 19, 2020**

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

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

REQUESTED ACTION:

1) Approve the extension of the contract awarded under KHA's Special Needs RFP for a Youth Family Empowerment Center. This extension would be effective through December 31, 2020 for Sulzbacher to complete the awarded program.

AGENCY	BID NUMBER	CONTRACT NUMBER	AMOUNT
I.M. SULZBACHER CENTER	ESC-0218-20	7047-112	$300,000.00

2) Authorize the CEO to execute an amendment to the contract or other legal documents necessary.

NARRATIVE:

- In August, 2019 an RFP was released through KHA for Youth Family Empowerment Center services.
- Effective 10/1/19, a contract was awarded to I.M. Sulzbacher Center, Inc. to provide these services to their Crawford Early Learning Center families. The amount of the award was $300,000.00.
- Services delivered under this award provide a Two Generation Model for families through a centralized neighborhood location that will build family self sufficiency. These services include early childhood education, case management, job training, skill development and mental health services.
- During the COVID-19 pandemic, this agency received funds from the Payroll Protection Program and as a result will experience a 3-month funding surplus at the end of the contract period.
- Thus, Kids Hope Alliance is requesting an extension of the contract period from October 1, 2020 through December 31, 2020, to allow the grantees to utilize the full contracted funds. The existing contracts would expire September 30, 2020.

FISCAL IMPACT:

I.M. Sulzbacher will have the opportunity to expend the awarded funds as initially proposed.

GOVERNANCE/PROGRAM IMPACT:

This action requires board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20 **OPEN DATE: 9/11/19**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 20 **NUMBER RECEIVED:** 13 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the award to include the contractors listed below that were not awarded initially due to depletion of funds in the amount of $500,643.00. A portion of the funding for Youth Crisis Center ($79,254.00) is subject to availability of funds in the fiscal year 2021 budget. Period of service for this amendment will be from July 1, 2020 through June 30, 2021. Total revised estimated expenditure amount for Special Needs is $2,080,250.00, and the total expenditure amount for the Youth and Family Empowerment Center (YFEC) will remain unchanged at $494,525.00. Total revised not to exceed expenditure amount is $2,574,775.00.

Center for Children's Right - $150,000.00
Daniel Memorial, Inc. – $79,979.00
I.M. Sulzbacher Center for the Homeless, Inc. - $112,156.00
Youth Crisis Center, Inc. - $158,508.00 ($79,254.00 is subject to FY21 budget approval)

Funding this award to executed by formal contract through the Office of General Counsel and encumbered by the following account: 10901.181001.582001.000000.00000459.00000.0000000

Attachments: Recommendation Memo, Ordinance 2020-221-E, Vendor Letters and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, Chief Program 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: 6/25/20

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 6/26/20

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

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

SUBJECT: Special Needs Programs and Services

BID #: ESC-0216-20 **OPEN DATE: 9/11/19**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 20 **NUMBER RECEIVED:** 13 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the highest scoring responsive, responsible bidders, Boys and Girls Club of Northeast Florida and I.M. Sulzbacher Center, to operate Youth and Family Empowerment Centers (YFEC) as one component of the RFP for the period of one (1) year from October 1, 2019 through September 30, 2020. Awards are pending on a second component for Special Needs Programs that will be presented to CSPEC once the responses have been scored and finalized. Total expenditure amount not to exceed $494,525.00

Funding Source: JCOD191ESSN-08201 - To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scoring Sheet, Evaluation Matrix

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

CONCURRENCE BY: Donald H. Horner III, Acting CEO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/03/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/3/19

APPROVED ✓ B.H. DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20 **OPEN DATE: 9/11/19**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 20 **NUMBER RECEIVED:** 13 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2019 to date of award. Recommend approval of award to the highest scoring responsive, responsible agencies listed on the attached memo. Period of service is from date of award through September 30, 2020 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $1,471,595.00. Total expenditure for the Youth and Family Empowerment Center (YFEC) remains unchanged at $494,525.00. Total not to exceed expenditure amount is $1,966,120.00.

Funding Source: JCOD191ESSN-08201 - To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scoring Sheet, Evaluation Matrix

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

CONCURRENCE BY: Donald H. Horner III, Acting CEO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/17/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/17/19

APPROVED ✓ DISAPPROVED _____

OTHER _____

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

SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20 **OPEN DATE: 9/11/19**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 20 **NUMBER RECEIVED:** 13 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the award to add Youth Crisis Center for a six (6) month period in the amount of $79,254.00, and to increase the award with DLC Nurse and Learn by $28,758.00, for a total increase amount of $108,012.00. The period of service for Youth Crisis Center will be from the previously ratified start date of October 1, 2019 through March 31, 2020. Total revised estimated expenditure amount for Special Needs is $1,579,607.00, and the total expenditure amount for the Youth and Family Empowerment Center (YFEC) will remain unchanged at $494,525.00. Total revised not to exceed expenditure amount is $2,074,132.00.

Funding this award to executed by formal contract through the Office of General Counsel and encumbered by the following accounts: JCOD191ESSN-08201 - $28,758.00 AFOD1F1STC-03410 - $79,254.00

Attachments: Recommendation Memo and Previous Award

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

CONCURRENCE BY: Saralyn Grass, CPO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 12/05/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/5/19

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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