4

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:

Referenced award was previously approved for a six (6) months extension (contract #70222-20) and increase of $57,200.00 on 1/13/23 for I.M. Sulzbacher Center for the Homeless, Inc.

Recommend approval to amend award to correct the revised estimated annual expenditure for I.M. Sulzbacher Center for the Homeless, Inc. to $350,301.00. Total estimated award expenditure amount remains not-to-exceed $5,500,638.00. All other terms and conditions remain unchanged.

Funding source: 10901.181001.582001.000000.00000459.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Previous Awards/Contracts

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

JUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Michael Weinstein, CEO, Kids Hope Alliance

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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 for a six (6) month extension of contract (#70222-20) and to increase the award by $57,200.00 to I.M Sulzbacher Center for the Homeless, Inc. for Special Needs Programs for Kids Hope Alliance (KHA). Period of service for this extension is February 1, 2023 through July 31, 2023. Total revised estimated annual expenditure amount is $171,649.00 for a total expenditure amount not to exceed $5,500,638.00.

Funding source: 10901.181001.582001.000000.00000459.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and 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 Ø DATE: 1/12/23

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 1/13/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

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,
Kids Hope Alliance (KHA)

Kenneth Darity, Chief Programs Officer,
Kids Hope Alliance (KHA)

SUBJECT: Request a six-month extension for ESC-0218-20, Special Needs Programs, I.M. Sulzbacher Center for the Homeless, Inc. - $57,200.00

DATE: December 21,2022

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 a six-month extension for ESC-0218-20, Contract #70222-20, Amendment 4, with I.M. Sulzbacher Center for the Homeless, Inc., Special Needs Program, outlined in Exhibit 1 to increase the award by $57,200.00. Period of service is from February 1, 2023 to July 31, 2023. The revised total expenditure not to exceed $5,500,638.00.

Upon approval of this request a contract extension 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 **$57,200.00**

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

Attachment(s): Exhibit 1: Special Needs Funding Landscape
Request for Renewal & Scope of Services

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

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

Exhibit 1

Essential Services Category: Special Needs - ESC-0218-20				
Contract #	**Agency**	**Site Name**	**Amount**	**ADA**
70222-20 (3)	I.M. Sulzbacher Center For Homeless, Inc.	611 East Adams Street, Jacksonville, FL 32202	$ 57,200.00	75

Letter of Intent
Agency Award Information: FY22-23

ESC	Contract #	Agency
Special Needs	70222-20	I.M. Sulzbacher for the Homeless Center, Inc.

The above-mentioned contract has been renewed for the FY 22-23 year with the terms below.

FY22-23 Contract Term: 2/1/23-7/31/23

Funding for FY22-23: $57,200.00

A Request for Renewal was generated by Kids Hope Alliance and completed by the contractor. The application was then reviewed, negotiated (if necessary) and approved by KHA. The following individual was listed as the contact person for contract correspondence.

Agency Contact
Name: Brian Snow
Title: Chief of Operations
E-mail: briansnow@sulzbacherjax.org
Phone: 904-294-8820

The RFR included information about the program's outcomes along with proposed changes, additions, or general improvements to be made in 22/23, based on experiences in 21/22. This information is included in the attached form and serves as documentation or scope changes, if applicable.

Approved by: Chandra Brown
Date: 2022-12-16

FY 22-23 Scope of Services – 12/9/22	
ESC	**Agency**
Special Needs	I.M. Sulzbacher for the Homeless Center, Inc.

FY22-23 Contract Year: 2/1/23-7/31/23

Funding for FY22-23: $57,200.00

Number of Children/Youth Served During 21/22: 75

Number of Proposed Children/Youth 22/23: 75

Description of Services:
Parenting Classes
Tutoring
Mentoring
Family Engagement
Enrichment Activities
Support navigating through Duval County Schools and School Choice
IEP advocacy and support

Impact of Services:
Children's attendance and grades in school increased. Parental involvement in schools and interactions with teachers increased which boosted children's self-confidence. Children experienced engaging activities and field trips they would have not normally experienced. Children and families engaged in learning activities together at the Village thus increasing communication and understanding enriching parent/child relationships.

Outcomes Achieved FY21-22:
Higher grades

Family Engagement

Exposure to Enriching Activities

Proposed Outcomes FY22-23:

The Contractor must submit client performance measure data, in the SAMIS Performance Measure (PM) Module, within the time frames specified by KHA. The Contractor shall also report any barriers experienced in performance measure achievement, as required. The report should also include any noteworthy activities that have occurred during the term of this Agreement, as requested.

DESIRED RESULT: Children's attendance and grades in school will increase. Parental involvement in schools and interactions with teachers increased which boost children's self-confidence. Children experience engaging activities and field trips they would have not normally experienced. Children and families engage in learning activities together at the Village thus increasing communication and understanding enriching parent/child relationships.

Results based accountability utilizes data to improve performance outcome measures to achieve the desired customer result. When applied, performance measurement answers the following key questions:

Key Question	Performance	Council Goal	Evaluation Tool	Admin Schedule
How Much Did We Do?	% Of contracted participants actually served	95%	SAMIS Data	Analyzed on Semi-Annual Schedule
	% Of funded allocation utilized	95%	SAMIS Data	Analyzed on Semi-Annual Schedule
How Well Did We Do It?	Program Services Monitoring	Meets Expectations	Monitoring and Site Visits	Annually
	Data Integrity	95%	SAMIS Analysis of Outcomes Report	Analyzed on Semi-Annual Schedule
Is Anybody Better Off?	Children receiving tutoring services will be promoted to the next grade	60%	End of Year Report	End of Year
	Children engaged in life skills activities will improve life skills as defined by each activity measured by Parental Surveys	95%	Surveys	Quarterly or End of Year
	Parents engaged in parenting classes will demonstrate increased knowledge and skills as measured by Parental Surveys	85%	Surveys	Quarterly or End of Year

Obstacles Faced in 21/22 and How They Were Addressed:
Staff that genuinely connected with the parents. They are no longer with us.

Based on Experience in 21/22, Changes, Additions, or General Improvements to Be Made in 22/23:
Increasing staffing and more flexible parenting class scheduling. Invite more parents to outings to increase bonding and communication by modeling the behavior.

FY 22-23 Scope of Services – 12/9/22	
ESC	**Agency**
Special Needs	I.M. Sulzbacher for the Homeless Center, Inc.

FY22-23 Contract Year: 2/1/23-7/31/23

Funding for FY22-23: $57,200.00

Number of Children/Youth Served During 21/22: 75

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Outcomes Achieved FY21-22:
Higher grades

Family Engagement

Exposure to Enriching Activities

Proposed Outcomes FY22-23:

The Contractor must submit client performance measure data, in the SAMIS Performance Measure (PM) Module, within the time frames specified by KHA. The Contractor shall also report any barriers experienced in performance measure achievement, as required. The report should also include any noteworthy activities that have occurred during the term of this Agreement, as requested.

DESIRED RESULT: Children's attendance and grades in school will increase. Parental involvement in schools and interactions with teachers increased which boost children's self-confidence. Children experience engaging activities and field trips they would have not normally experienced. Children and families engage in learning activities together at the Village thus increasing communication and understanding enriching parent/child relationships.

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Based on Experience in 21/22, Changes, Additions, or General Improvements to Be Made in 22/23:
Increasing staffing and more flexible parenting class scheduling. Invite more parents to outings to increase bonding and communication by modeling the behavior.

City of Jacksonville, Florida
Request for Budget Transfer Form

(8)
7-11-22

Kids Hope Alliance
Department or Area Responsible for Contract / Compliance / Oversight

All - Years Subfund
Council District(s)

Reversion of Funds (if applicable): N/A
Fund / Center / Account / Project * / Activity / Interfund / Future

2021-22/ 2022-23
Fiscal Yr(s) of carry over (all-years funds do not require a carryover)

Section of Code Being Waived (if applicable): N/A

CIP (yes or no): No

Justification for Waiver
N/A

Justification for / Description of Transfer:
To request the legislation necessary for the City Council to authorize KHA to recoup the $3,038,585 recaptured from year-end processing of FY21. Funding will be directed to the essential service categories, Early Learning, Burial Assistance, Juvenile Justice, Out of School Time, Pre-Teen/Teen, and Special Needs for FY21/22 with the ability for the funds to rollover to FY22/23. A portion of recaptured dollars will go to direct fund the second six months of fourteen contracts that are currently operating and will otherwise end on 1/31/23, allowing them to continue existing services for the remainder of the school year.

Net Amount Appropriated and/or Transferred: $3,038,585.00

* This element of the account string is titled project but it houses both projects and grants

CITY COUNCIL

Requesting Council Member
Requesting Council Member:
CM's District
CM's District
Prepared By:
Ordinance

OFFICE OF THE MAYOR

[X] BUDGET ORDINANCE [ ] TRANSFER DIRECTIVE

TD / BT Number: BT 22-100

	Date Rec'd.	Date Fwd.	Approved	Disapproved
Department Head	6/30/22	6/30/22		
Mayor's Office				
Accounting Division	7/6/22	7/6/22		
Budget Division	6/30/22	7-31-22		

TN

Date of Action By Mayor: JUN 1 1 2022

Approved:

Division Chief: Michael Weinstein, CEO

Prepared By: Jessica Pitts, Director of Finance

Date Initiated: 6/27/22

Phone Number: 255-4538

Initiated / Requested By (if other than Department):

APPROVED BY MAYOR'S BUDGET REVIEW COMMITTEE

DATE JUN 1 1 2022

Revised Exhibit 1
Rev B.T. 22-100
August 15, 2022 - NCSPHS

Budget Transfer Line Item Detail

This element of the account string is titled project but it houses both projects and grants

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Total $6,077,170.00

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
Rev	General Operating Fund	Sublund Level Activity	Transfer from Fund Balance	$3,038,585.00	00111	191009	389010	000000	00000526	00000	0000000
Rev	Kids Hope Alliance Fund	Transfer from General Fund Operating	Interfund-Transfer In	$3,038,585.00	10901	191040	381910	000000	00000000	00111	0000000

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Total $6,077,170.00

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Subobject Title	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
Exp	General Fund Operating	Transfer to KHA Operating	Interfund-Transfer Out	$3,038,585.00	00111	191040	591910	000000	00000000	10901	0000000
Exp	Kids Hope Alliance Fund	ESP- Out of School Time	Subsidies and Contributions to Private Orgs	$1,018,585.00	10901	181001	582001	000000	00000455	00000	0000000
Exp	Kids Hope Alliance Fund	ESP Juvenile Justice	Subsidies and Contributions to Private Orgs	$700,000.00	10901	181001	582001	000000	00000457	00000	0000000
Exp	Kids Hope Alliance Fund	ESP- Early Learning	Subsidies and Contributions to Private Orgs	$300,000.00	10901	181001	582001	000000	00000458	00000	0000000
Exp	Kids Hope Alliance Fund	ESP- Special Needs	Subsidies and Contributions to Private Orgs.	$300,000.00	10901	181001	582001	000000	00000459	00000	0000000
Exp	Kids Hope Alliance Fund	Grief Counseling/Burial Costs	Subsidies and Contributions to Private Orgs	$20,000.00	10901	181001	582001	000000	00000536	00000	0000000
Exp	Kids Hope Alliance Fund	ESP-Pre-Teen/Teen	Subsidies and Contributions to Private Orgs	$700,000.00	10901	181007	582001	000000	00000000	00000	0000000

Essential Service Category	Agency	Maximum Amount
Juvenile Justice	Big Brothers and Big Sisters of Northeast Florida, Inc.	$ 35,063
	City Year, Inc	$168,300
	Daniel Memorial, Inc.	$ 93,954
	Fresh Ministries, Inc.	$104,346
	Girl Scouts of Gateway Council	$ 44,985
	Jewish Family and Community Services, Inc.	$ 84,150
	St. Paul's Missionary Baptist Church, Inc.	$100,980
	Twin Oaks Juvenile Development, Inc.	$ 61,394
Pre-Teen/ Teen	Cathedral Arts Project, Inc	$ 59,965
	Fresh Ministries, Inc.	$ 61,710
	Groundwork Jacksonville, Inc.	$ 52,444
	Teen Leaders of America, Inc	$208,965
	The Performers Academy	$ 69,626
Special Needs	I.M. Sulzbacher, Inc.	$ 62,920

Kids Hope Alliance
Comprehensive Budget-Schedule M
Fiscal Year 2021-2022

ESTIMATED REVENUE FROM GRANTS	Grant Period	Positions & PT Hours	Federal	State	Private Sources	Total External Funds	COJ Funds (Local Match)	Total Funds
State of FL Dept. of Health - USDA Child and Adult Care Food Program - After School Food Program	10/01/21 09/30/22	3 FT Staff / 1,040 PT Hrs	$1,500,000	$0	$0	$1,500,000	$50,000	$1,550,000
State of FL Dept. of Agriculture & Consumer Services - USDA Summer Food Service Program	04/01/22 08/31/22	22,000 PT Hrs	$1,000,000	$0	$0	$1,000,000	$200,000	$1,200,000
Healthy Families - The Ounce of Prevention FL	07/01/22 06/30/23	2 FT Staff	$410,200	$684,300	$0	$1,094,500	$940,500	$2,035,000
Criminal Justice Reinvestment Grant	07/01/22 6/30/23	1 FT Staff	$0	$400,000	$0	$400,000	$85,000	$485,000
Department of Health & Human Services - SAMHSA	09/29/21 09/28/22	1 FT Staff	$1,000,000	$0	$0	$1,000,000	$75,000	$1,075,000
Department of Health & Human Services - SAMHSA	09/29/22 09/28/23	1 FT Staff	$1,000,000	$0	$0	$1,000,000	$75,000	$1,075,000
Department of Justice-Comprehensive Anti-Gang Program for Youth	10/01/21 09/30/22	1 FT Staff	$162,865	$0	$0	$162,865	$67,040	$229,905
Department of Health & Human Services - SAMHSA RECAST21 Program	9/30/22 09/29/23	N/A	$1,000,000	$0	$0	$1,000,000	$0	$1,000,000
Florida Department of Education- COJ Northwest Jacksonville Stem Center for Teens	7/1/2021 6/30/2022	N/A	$0	$1,000,000	$0	$1,000,000	$0	$1,000,000
TOTAL ESTIMATED GRANT REVENUE			$6,073,065	$2,084,300	$0	$8,157,365	$1,492,540	$9,649,905

Essential Service Plans:	Total Funding
Early Learning Programs	$3,358 329
Juvenile Justice Prevention/Intervention Programs	$3 115,614
Out of School Time Programs	$15,761,970
Preteen and Teen Programs	$2,971,789
Special Needs Programs	$6,548,107
Grief Counseling & Burial Costs	$62,732
Subtotal	$31,818,541
Across All Essential Service Plans:	
Kids Hope Alliance Trust Fund	$200,000
	$32,018,541
KHA - Operating & Program Support Funds	$6,347,577
Total City Funding:	$38,366,118
Grant Funding from Above:	$8,157,365
Total Funding Including Grants:	**$46,523,483**

Kids Hope Alliance
Comprehensive Budget-Schedule M
Fiscal Year 2021-2022

	Total Amount
Early Learning	**$ 3,358,329**
Juvenile Justice Prevention & Intervention:	**$ 3,115,614**
KHA Programming & Services	$ 2,963,574
Grant Match: Criminal Justice Reinvestment Grant	$ 85,000
Grant Match: Anti-Gang & Crime Prevention Grant	$ 67,040
Out-of-School Time:	**$ 15,761,970**
KHA Programming & Services	$ 15,511,970
Grant Match: After School Food Program Grant	$ 50,000
Grant Match: Summer Lunch Food Program Grant	$ 200,000
Preteen and Teen:	**$ 2,971,789**
Preteens and Teen Programming & Services	$ 2,681,789
Florida State College of Jacksonville-Teen Violence Prevention Academy	$ 290,000
Special Needs:	**$ 6,548,107**
KHA Programming & Services	$ 5,532,607
Grant Match: Healthy Families Jacksonville	$ 940,500
Grant Match: SAMHSA Grant	$ 75,000
Total Essential Service Program Funding	***$ 31,755,809***
Grief and Burial	**$ 62,732**
Overall Total	***$ 31,818,541***

SERVICES CONTRACT
BETWEEN
KIDS HOPE ALLIANCE
AND
I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.
FOR
Special Needs Programs and Services

THIS SERVICES CONTRACT ("**Contract**") is effective as of July 1, 2020 (the "**Effective Date**"), by and between the **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**"), and **I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.**, a Florida not-for-profit corporation (the "**Contractor**").

RECITALS

WHEREAS, KHA issued a Request for Proposal No. ESC-0218-20 for Special Needs Programs and Services, as amended by that certain Addendum Number One (1) dated August 16, 2019, that certain Addendum Number Two (2) dated August 20, 2019, that certain Addendum Number Three (3) dated August 28, 2019, and that certain Addendum Number Four (4) dated September 5, 2019 (collectively, the "**RFP**"); and

WHEREAS, KHA was initially unable to award funds to all qualified providers who responded to the RFP due to a depletion of available funds; and

WHEREAS, pursuant to Ordinance 2020-221-E, the City appropriated additional funds to KHA to award funding to additional qualified providers, including Contractor, for the provision of Special Needs Programs and Services as described in the RFP and Contractor's response to the RFP (the "**Response**"); and

WHEREAS, on June 26, 2020, the City's Competitive Sealed Proposal Evaluation Committee and Mayor approved an award of $112,156.00 to Contractor for the provision of services as described in the RFP and the Response (the "**Services**").

WHEREAS, Contractor has agreed to provide the Services on the terms and conditions contained in this Contract.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Contract, the parties agree as follows:

1. Engagement and Performance of Services. Contractor shall provide the Services as specified in this Contract. The Services shall be provided at the location(s) shown on **Exhibit A** to this Contract.

2. Compensation. KHA shall compensate Contractor for the Services on a cost reimbursement basis in accordance with the Budget attached to this Contract as **Exhibit B** (the "**Budget**").

3. Maximum Indebtedness. As required by Section 106.431, *Ordinance Code*, KHA's maximum

indebtedness for all products and services under this Contract shall be a fixed monetary amount not-to-exceed **ONE HUNDRED TWELVE THOUSAND ONE HUNDRED FIFTY-SIX AND NO/100 DOLLARS ($112,156.00)**. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by KHA is further contingent upon KHA actually receiving such grant funds and those funds being appropriated by the Jacksonville City Council. In the event the City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness or KHA fails to receive any applicable grant funding, Contractor agrees to execute any amendments to this Contract and any other documents required by KHA within ten (10) days of KHA's request.

4. Term. The term of this Contract shall commence on July 1, 2020 and shall continue through June 30, 2021 (the "**Term**"), unless sooner terminated by either party in accordance with the terms of the RFP. KHA, in its sole discretion, shall have the option to renew this Contract in accordance with the RFP.

5. Contract Documents. This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

   - This document, as modified by any subsequent signed amendments.
   - Any amendments to the RFP.
   - The RFP as originally issued.
   - The Response; *provided, however,* that any terms in the Response that are inconsistent with the RFP shall not be included in this Contract, unless expressly agreed to in writing by KHA.

6. Notices. All notices under this Contract shall be in writing and shall be delivered by certified mail, return receipt requested, or by other method of delivery with confirmation of receipt, to the following:

   As to KHA:

   Kids Hope Alliance
   1095 A. Philip Randolph Boulevard
   Jacksonville, Florida 32206
   Attention: Michael Weinstein, CEO

   With a copy to:

   Office of General Counsel
   117 West Duval Street, Suite 480
   Jacksonville, Florida 32202
   Attention: Corporation Secretary

As to Contractor:

I.M. Sulzbacher Center for the Homeless, Inc.
611 East Adams Street
Jacksonville, Florida 32202
Attention: Cindy Funkhouser, President and CEO

All notices shall be deemed to be effective when given to (or tender to and rejection by) the intended recipient or other person at the address specified for the intended recipient.

8. Contract Managers. KHA and Contractor will each designate a Contract Manager during the Term of this Contract whose responsibility shall be to oversee performance of KHA's and Contractor's respective duties and obligations under this Contract. As of the Effective Date, KHA's Contract Manager is Chandra Brown, 1095 A. Philip Randolph Boulevard, Jacksonville, Florida 32206; Phone (904) 255-4405, and Contractor's Contract Manager is Carlton Higginbotham, 611 East Adams Street, Jacksonville, Florida 32202; Phone (904) 210-7035. Each party shall provide prompt written notice to the other party of any changes to the party's Contract Manager or his or her contact information; provided, such changes shall not be deemed contract amendments and may be provided via email.

9. Entire Agreement. This Contract constitutes the entire agreement between KHA and Contractor for the Services. No statement, representation, writing, understanding, agreement or course of conduct made by either party or any representative of either party which is not expressed in this Contract shall be binding. Contractor may not unilaterally modify the terms of this Contract by including such terms on a purchase order, invoice or any other document. Contractor is entering into this Contract for its own purposes and not for the benefit of any third party.

10. Amendments. All changes to, additions to, modifications of, or amendments to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

11. Counterparts. This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Contract as of the Effective Date.

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*

Witness

By: _____
Michael Weinstein, CEO

I.M. SULZBACHER CENTER FOR THE HOMELESS, INC., *a Florida not-for-profit corporation*

Witness

By: _____
Cindy Funkhouser, President and CEO

Encumbrance and funding information for internal City use:

Account or PO Number: POA-70222-20

Amount **$112,156.00**

This above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one (1) or more subsequently issued purchase orders(s) that must reference the foregoing Contract. All financial examinations and funds that control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e) of the City of Jacksonville *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing Contract; provided, however, that this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance(s) shall be made by subsequent purchase order(s).

_____
Director of Finance

City Contract # 70222-20

Form Approved:

By: _____
Office of General Counsel

GC-#1380787-v2A-I_M__Sulzbacher_KHA_Services_Contract_-_Special_Needs_Programs_and_Services_-_ESC-0218-20_(Ordinance_2020-221)_-_OGC.docx

EXHIBIT A

SITELOCATIONS

(Immediately Following)

EXHIBIT A
SITE LOCATIONS

Agency Name: I.M. Sulzbacher Center for the Homeless, Inc.

RFP: ESC-0218-20

Site	Site Name	Site Address	City	State	Zip Code	# of Youth Proposed to Serve	Cost Per Youth	# of Units	Unit Cost	Total Number of Units	Funding Amount
1	Developmental Services Program	Sulzbacher Village 5455 Springfield Blvd.	Jacksonville	FL	32208	72					$112,156.00

EXHIBIT B

SCOPE OF SERVICES AND BUDGET

(Immediately Following)

5) Statement of Qualifications

I. Competence/Experience/Past Record of Performance

a. *Current projects managed.*

Special Needs - Sulzbacher Development Services for Homeless Children.

One year following its opening in 1995, Sulzbacher expanded its dormitories to include women and families. In 1997 Sulzbacher began programming for children in families and in 2004, the Sulzbacher Children's Program (then known as "Yes I Can") received its first Special Needs funding from the Jacksonville Children's Commission. Sulzbacher has maintained a working relationship with the Children's Commission each year since and now partners with the Kids Hope Alliance for the delivery of services to Jacksonville's most vulnerable youth, those who have experienced the trauma of homelessness.

The Sulzbacher Children's Program is delivered by a Certified Teacher/Early Development Specialist, Ms. Maxine Engram. Ms. Engram has a Bachelor's degree in Psychology and Sociology from Clarke University, a Master's Degree in Special Education, a Master's Degree in Educational Leadership, and 40-years experience in teaching and working with disadvantaged populations. Ms. Engram is assisted by Matthew Boyd, Children's Program Coordinator. Mr. Boyd has a Bachelor's degree in Sociology from Florida State University and is currently enrolled and working on a Master of Social Work degree from FSU.

Program cost is $138,552. This past year, 72 children participated in Sulzbacher Children's Tutoring and Life Skills programs, including parental engagement and parenting classes.

b. Statistical data documenting performance measures.

This past year, 72 unduplicated children, K-12th grade, participated in Sulzbacher Tutoring and Life Skills activities during 1,415 visits to the Children's Program.

A consistent performance measure is the children's improvement in school, verified by school report cards. In the first three-quarters of the year (as reported in SAMIS), 76% of the children at Sulzbacher experienced an improvement in their school grades, with 2 students finishing with straight A's and 4.0 GPAs. Altogether, 22 students finished the 2018-19 school year with 2.0-3.7 grade point averages.

c. Sulzbacher currently receives Special Needs funding from the Kids Hope Alliance and has met or exceeded all performance criteria as recorded in the SAMIS reporting system.

II. Current Workload and Staff Capacity

a. The Sulzbacher Special Needs Development Services for Homeless Children serves the needs of children aged 6-17yrs through mentoring, tutoring, life skills and family engaged special events (field trips, birthday parties, holidays, etc.) This past year, 72 children participated in the children's programs at Sulzbacher. Average class size is 25-30 children.

b. All Sulzbacher employees have current Level 2 Background Screening as a condition of employment.

The Sulzbacher Development Services for Homeless Children programs are staffed by certified, degreed, educational professionals with years of experience as outlined in paragraph I, subsection 'a', above.

c. The total cost of Sulzbacher's children's programming consists of staff salaries ($97,992), program expenses ($4,200) (field trips, summer camps, professional development,etc.), and administrative overhead (avg. 9.7%).

   Sulzbacher is able to deliver these services at a minimal cost because of the immense support of the community, such as: University of North Florida basketball team and College of Nursing – tutoring; UNF basketball coach – life skills, Being A Better You; Jacksonville Jewish Center – family cultural engagements; Beaches Kiwanis Club – family social skills engagements; Church of 11/22 – family engagement events, i.e. Mother's Day, Easter celebration; Prudential – back to school celebration; and others including, but not limited to, Police Athletic League, YMCA, Jacksonville Legal Aid, Home Depot, Old Navy, and more.

d. Sulzbacher has consistently met or exceeded its program goals and objectives as documented in the SAMIS reporting system and end-of-year KHA audit.

e. There have been no unexpected problems in program implementation.

f. This proposal is related to Special Needs Funding.

III. Access to Target Population

a. Population Currently Served/Ability to Access Children and Families with Disabilities

Sulzbacher is Northeast Florida's only 24-hour emergency homeless services agency that provides a shelter, food, health care, income services and case management continuum of care approach to recovery, self-sufficiency, and independence at a single location.

This past year, Sulzbacher provided 65,147 nights of shelter to 756 homeless men and women and 48 families with 106 children. Additionally, 103 families were placed into stable housing through Sulzbacher housing programs. Sulzbacher children's programming is available to all of these children and families.

There is no cost for participating in Sulzbacher children's programming.

b. Community Need for the Program/Gap in Services

Over time, the homeless population has shifted significantly. For many years, women and children have been the fastest- growing segment of the homeless population. Nearly half of Sulzbacher residents are women and families and the Center typically has a waiting list of 50 or more families.

When originally founded, the location of Sulzbacher, in the downtown core, was seen as acceptable and suited to its purpose. As the face of homelessness has changed, the vision for Sulzbacher changed as well. The vision for the future was to build a separate campus for women and families, outside of the downtown core, with room to accommodate more people in a neighborhood setting where children will have access to green spaces and a more conventional family environment.

In May 2018, Sulzbacher realized its vision with the opening of the Sulzbacher Village for Women and Families, located in Northwest Jacksonville.

For homeless children, the trauma of extreme poverty, frequent moves, insecure parental relationships, and domestic violence, lead to developmental delays, learning disabilities, behavioral and emotional problems, and ultimately… failure. Effective, trauma-informed, intervention can greatly improve these potential negative outcomes and help ensure a child's success later in life.

Clearly, there is an essential need for programs that will help homeless children overcome the barriers they have faced in their young lives.

c. *Fostering Outreach/Access*

Currently, Sulzbacher Developmental Services for Homeless Children serves children in families residing in transitional housing or one of 70 affordable permanent housing apartments located within the Sulzbacher Village. There is an ongoing discussion about making the children's programs available to the surrounding community however there are significant barriers to doing so, including space and cost, for it would require securing additional staff.

d. *Demonstrated Cultural Responsiveness*

The children served by Sulzbacher children's programming is a reflection of the general population of Sulzbacher itself which is comprised of: 61% African American, 35% Caucasian, 3% Hispanic, 1% multi-racial; 44% female, 56% male.

IV. Implementation Plan

a. Kids Hope Alliance Special Needs funding is sought to support Sulzbacher Developmental Services for Homeless Children.

b. Sulzbacher Developmental Services for Homeless Children programming addresses the mental, emotional/behavioral health needs of children who are homeless, or have experienced the trauma of homelessness.

c. *Plans for Successful Program Implementation*

Sulzbacher has delivered Developmental Services for Homeless Children for 22 years. From the beginning, the program was designed to help children who have experienced the trauma of homelessness overcome the many barriers facing them.

Like all homeless persons, the first and primary barrier children must overcome is a lack of self confidence. Children who feel like failures will fail. Children who have been consistently told they are failures will fail. Realizing that stability and security are the bedrocks for success, Sulzbacher has, over the years, insisted that families stay together. Families are not separated by gender, as is the protocol of other homeless service agencies, but kept together in family apartments. By keeping families together, children's programs become the focal point of family activities and an important building block towards self-sufficiency.

For the first time in many of the children's lives, they are in an environment where they feel safe and secure, and where the adults in their lives truly care about them and have

their best interests at heart. It is not uncommon when it comes time for them to move out of shelter and into their own home, for the children to cling to Program Director, "Miss Maxine", and not want to leave.

From the outset, Sulzbacher children's programming was planned as a two-generation approach. Tutoring, homework help, mentoring, and life skills were all built into the programming but also, and just as important, were family engagement activities and parenting classes. The great majority of parents at Sulzbacher are single women, most of whom are not much older than children themselves. They, like their children, have faced a life of extreme poverty and abuse. Additionally, on average, 40% of the women have no high school diploma or GED equivalent. It is very apparent that programs supporting the parents, i.e.; life skills, GED, career education, job readiness, and parenting, were essential to the child's success as well. At Sulzbacher, all of these services, including health care, are available at a single location.

Children's programming at Sulzbacher is structured around three key elements:

One-on-one and group tutoring sessions;

- Provide one-on-one tutoring and group activities two evenings per week for two hours each.
- Coordinate and supervise volunteer tutors and community volunteer teachers in the weekly sessions.
- Maintain direct contact with Duval County School representatives to ascertain the overall academic challenges or strengths of resident children and provide follow-up and tracking for each child.

Teach effective parenting skills;

- Utilizing the PASSPort to Success program, conduct weekly classes for parents of school-aged children, incorporating the following modules: Parent Attitude, Structuring the Home Environment, Study Skills, Homework and Learning Expediters, Note-taking Skills, Helping Children Prepare for tests, Memory Enhancement/Developing Thinking Skills, Reading Skills and ability to recognize normal childhood developmental milestones.

Provide life-skills experiences;

- Connect children and parents to Life-skills classes and events that broaden their horizons, develop their ability to function in society, and uplift their sense of self-worth and inclusiveness. Activities may include off-site visits to arts and cultural institutions, sporting events, holiday activities, birthday parties, and other community activities.

Examples of past year life-skills classes and activities for children and parents include:

- Bullying: Interventions and Solutions (in partnership with I'm A Star Foundation);

- Colorful Foods: The Benefits of Eating the Rainbow (in partnership with Americorp);
- Condoms and Candy: The Complete Guide to Sexual Health (an event for teens in partnership with UNF College of Nursing);
- Boy Scouts;
- Hope At Hand: Positive behavioral support through journaling.
- Don't Miss A Beat: Violence prevention training within the "Teen Ambassadors for Peace" program;
- Take Stock In Children: Mentoring program for secondary students (in partnership with Goodwill)
- Yoga4Change: Purpose driven for positive change for underserved youth creating healthier, safer communities;
- Sulzbacher provided transportation for parents to attend Career Choice's Jacksonville Career Fair.

Additionally, the Children's Program Manager and Program Coordinator:

- Works with the Duval County Public Schools Transition Liaison to ensure that all children have school assignments. (This is due to the McKinney-Vento Federal Act for homeless children which states: All homeless children must have the opportunity to stay in the school they were attending prior to becoming homeless. For the 2019/2020 school year there are 16 schools that must be included in the district school system for continued placement.)
- Coordinates with the School Transportation Office to ensure that every child has bus assignments and bus numbers completed before the opening of School to ensure our children are ready on day one.
- Manages clothing request for uniforms to assist parents living below poverty level and who cannot afford to shop for their children. This includes school backpacks and supplies, shoes, etc.
- Works with parents to help them navigate the DCPS programs, such as, at-risk schools for over age children in need of alternative placements.
- Assists parents with Magnet School requests and requests for schools for exceptional education students.
- Works with DCPS and parents to assist students entering the DCPS from another county or state.
- Assists high school students with graduation requirements, and provide science project materials for homeless children to compete with their peers.

d. Sulzbacher Developmental Program for Homeless Children is focused on children who are homeless or have experienced homelessness and reside at the Sulzbacher Village for

Women and Families. While it is possible that a child living at Sulzbacher Village may take advantage of the programs of Full Service Schools, the programs at Sulzbacher occur outside of school hours every day of the week, on weekends and throughout the summer.

e. Sulzbacher is a trauma-informed agency. All front-line staff are trauma informed trained and intake staff are trained to screen individuals for trauma upon entry into Sulzbacher, both adults and children. Sulzbacher employs two full-time Psychiatrists and a team of counselors and behavioral health therapists to work with its clients when required.

f. Monitoring Outcomes

Sulzbacher monitors outcomes and reports Expenses (reimbursed by units of service), Clients Served (number of children in the program), Progress Reports (narrative of overall program progress) and Activities (narrative delineating activities and child's benefit) to KHA through the SAMIS database system.

- Clients Served – How Much Did You Do?
- Progress Reports – How Well Did You Do It?
- Activities – Is Anyone Better Off?

Attendance records are maintained internally and track program attendance of both child and parent. All metrics and program performance indicators are audited yearly by Kids Hope Alliance. Sulzbacher consistently scores an "A" rating from KHA.

V. Community Collaboration

As delineated in II:c above, Sulzbacher collaborates with dozens of agencies, organizations, and individuals in the delivery of its children's programming including contractual partnerships with Hope At Hand, Yoga For Change, Police Athletic League, Don't Miss A Beat, and the Kids Hope Alliance, who provide services that expand the horizons of both child and parent. Sulzbacher is always open to explore new partnerships with the sole goal of improving the lives of the children in our care.

VI. Budget and Financial Responsibility

a. The I.M. Sulzbacher Center for the Homeless, Inc. is a IRS 501(c)(3) tax-exempt, not-for-profit corporation. (certificate attached) Sulzbacher was incorporated in 1994 and began operations in 1995. Sulzbacher is not now, nor ever has been, a party to legal action concerning fiscal accountability or delivery of programs. The corporation conducts a yearly financial audit (attached) by a certified, independent auditing firm which assures transparency and adherence to best practices.

b. Budget attached.

c. Most recent IRS 990 and Financial Audit attached.

d. Sulzbacher receives City of Jacksonville grant funding from the following: Kids Hope Alliance, Public Service Grant, Emergency Solutions Grant (ESG), Community Development Block Grant (CDBG), Professional Service Grant (contract for services), HOPE (Homeless Outreach Project Expansion) as well as occasional direct allocation for special projects, i.e.: Urban Rest Stop, Chronically Homeless Offenders Program. If awarded this contract, it would represent .8% of Sulzbacher's total operations budget.

Kids Hope Alliance Funding Application: Program Budget

Program Budget

Fiscal Year 2019 - 2020

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget	All Other Funding Sources for Program
Personnel Expenses			
Salaries and Wages			
Regular Salaries and Wages (List each position in narrative)	$76,400.00	$76,400.00	
Subtotal Salaries and Wages	$76,400.00	$76,400.00	$0.00
Payroll Taxes and Benefits			
FICA	$5,845.00	$5,845.00	
Life and Health Insurance	$10,505.00	$10,505.00	
Retirement Contributions	$1,375.00	$1,375.00	
Unemployment Compensation	$955.00	$955.00	
Disability	$764.00	$764.00	
Workers Compensation	$1,948.00	$1,948.00	
Subtotal Payroll Taxes and Benefits	$21,392.00	$21,392.00	$0.00
Total Personnel Expenses	**$97,792.00**	**$97,792.00**	**$0.00**
Operating Expenses:			
Special Contracts and Consultants			
Program Consultants and Contractual	$0.00		
Program Contractual (Security, Janitorial, Other)	$0.00		
	$0.00		
Subtotal of Special Contracts and Consultants	$0.00	$0.00	$0.00
Programmatic Supplies & Assistance			
Educational Materials	$1,000.00	$1,000.00	
Program Supplies	$0.00		
	$0.00		
Subtotal of Programmatic Supplies & Assistance	$1,000.00	$1,000.00	$0.00
Travel and Professional Development			
Local Mileage Reimbursement	$0.00		
Travel - Hotels and Per Diem	$0.00		
Staff Conferences and Development	$1,200.00	$1,200.00	
	$0.00		
Subtotal of Professional Development Expenses	$1,200.00	$1,200.00	$0.00
Other Operating Expenses			
Background and Drug Screenings	$0.00		
Advertising	$0.00		
Other (specify):	$0.00		
	$0.00		
Subtotal of Other Operating Expenses	$0.00	$0.00	$0.00
Food Expenses			

Kids Hope Alliance Funding Application: Program Budget

KIDS HOPE ALLIANCE

Program Budget

Fiscal Year 2019 - 2020

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget	All Other Funding Sources for Program
Food or Snack (Limited to 2% of KHA total amount)	$0.00		
Subtotal of Food Expense	$0.00	$0.00	$0.00
Field Trips and Transpiration			
Transportation	$0.00		
Field Trip Entrances Fees	$2,000.00	$2,000.00	
Other Student Transportation (Travel to Program and Home)	$0.00		
Subtotal of Field Trips and Transpiration	$2,000.00	$2,000.00	$0.00
Office Expenses			
Telephone	$0.00		
Utilities	$0.00		
Postage, Shipping, Delivery	$0.00		
Office Supplies	$0.00		
Copying	$0.00		
Membership Fees and Subscriptions (Staff)	$0.00		
Other (specify):	$0.00		
Subtotal of Office Expenses	$0.00	$0.00	$0.00
Equipment Under - 1,000.00 (Trackable)			
Other Eletronics(TVs, Cameras, Videos, Gaming Systems, etc.)	$0.00		
	$0.00		
Subtotal of Equipment Under $1,000.00	$0.00	$0.00	$0.00
Insurance Expenses			
Insurance - Insurance other	$0.00		
Subtotal of Insurance Expenses	$0.00	$0.00	$0.00
Facility & Maintenance Expenses			
Lease/Rent - Equipment	$0.00		
Lease/Rent - Building	$0.00		
Maintenance - Equipment	$0.00		
Maintenance - Building	$0.00		
Utilities	$0.00		
Facility Insurance	$0.00		
Subtotal of Rentals & Maintenance Expenses	$0.00	$0.00	$0.00
Total Operating Expenses	$4,200.00	$4,200.00	$0.00
Total Direct Costs (Personnel and Operating Expenses)	$101,992.00	$101,992.00	$0.00
Indirect Costs (Limited to 10%)			
Allocated Management & General / Indirect Costs Administrative salaries & Other allowable indirect	$10,164.00	$10,164.00	

Kids Hope Alliance Funding Application: Program Budget

Program Budget

Fiscal Year 2019 - 2020

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget	All Other Funding Sources for Program
Subtotal Indirect Costs	$10,164.00	$10,164.00	$0.00
Grand Total (Direct & Indirect Costs)	$112,156.00	$112,156.00	$0.00
Percent of the Budget	100 %	100.00%	0.00%

Kids Hope Alliance Funding Application
Budget Narrative (Max. 3 Pages)

REVENUE: Describe and list all "Other Funding Sources" for this program

Agency Provided Funding **Kids Hope Alliance**

EXPENSES:

Please provide a narrative description for all categories for which you are seeking funding, and explain relevant mathematical calculations. See "Budget Information" pages for additional guidance.

Please feel free to add additional lines as necessary to provide explanations.

Personnel Expenses

NOTE: Each position classification (i.e. "Teacher", "Case Worker") should be listed individually, with portion to be funded by JCC grant noted (i.e. 2 FTE, 1.25 FTE).

	Salary Break Down
Salary & Wages	
Program Director, 1FTE	$44,200.00
Children's Program Coordinator	$32,200.00

Direct Costs are those costs that can be identified specifically with particular cost objectives such as a grant, contract, project function or activity.

Benefits (listed)	Explanation	
Payroll Taxes & Benefits		
Payroll Taxes/FICA @ 7.65%	$5,845.00	
Retirement @ 1.8%	$1,375.00	
Workers Comp @ 2.55%	$1,948.00	
Health @ 13.75%	$10,505.00	
Unemployment @ 1.25%	$955.00	
Disability @ 1%	$764.00	
Operating Expenses		
Special Contracts & Consultants		
Program Consultants and Contractual		
Program Contractual (SRO, Janitorial, Other)		
Programmatic Supplies & Assistance		
Educational Materials	$1,000.00	Consumable Educational Materials: art supplies, workbooks, crafts, etc.
Program Supplies		
Professional Development		
Staff Travel		
Conferences and Staff Development	$1,200.00	NAEHCY conference x 2 employees
Membership Fees and Subscriptions (Staff)		
Local Mileage Reimbursement		
Other Operating Expenses		
Background and Drug Screenings		
Outside Printing and Artwork		
Local Mileage Reimbursement		
Food-Expense		
Food or Snack (2% limit)		
Field Trips and Transpiration		
Transportation		
Field Trip Entrances Fees	$850.00	Summer Camp - PAL; 10 children @ $85 ea.
	$175.00	Don't Miss A Beat; 5 children @ $35 ea.
	$255.00	MOSH
	$300.00	Hope At Hand
	$420.00	Jacksonville Zoo
Other Student Transportation (Travel to Program and Home)		

Office Expenses
Telephone
Utilities
Postage, Shipping, Delivery
Supplies
Copying

Equipment Under-$1000.00 (Trackable)
Other Electronics (TVs, Cameras, Videos, Gaming Systems, etc.)

Insurance Expenses
Insurance - Insurance other

Facility & Maintenance Expenses
Lease/Rent - Equipment
Lease/Rent - Building
Maintenance - Equipment
Maintenance - Building
Utilities
Facility Insurance

Indirect Costs:

Specify: Administrative Overhead - 9.7% as determined by annual financial audit. This represents a portion of payroll/HR staff devoted to the program.	$10,164.00

Indirect Costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project, function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These costs are grouped into common pools and distributed to benefiting activities by a cost allocation process.

Contract Purchase Agreement POA-70222-20

Agreement	POA-70222-20
Agreement Date	01-JUL-2020
Revision	0
Agreement Amount	112,156.00 USD
Solicitation Number	ESC-0218-20

Sold To

City of Jacksonville
117 West Duval Street
JACKSONVILLE, FL 32202
US

Supplier

I.M. Sulzbacher Center for the Homeless Inc
611 East Adams Street
JACKSONVILLE, FL 32202

Notes

Supplier Number	Payment Terms			Shipping Method
20761	Net 30	Freight Prepaid	FOB Destination	Best Way
	End Date		Contact To	
01-Jul-2020	30-Jun-2021		Annette Leslie-Burney aburney@coj.netPhone 904-2558810	

This Order is subject to the General conditions attached here to. Manufacturer's Federal excise tax exempt no 59-89-0120K Florida State sales and use tax exemption no. 85-8012621607C-8	Approved by Gregory Pease, Chief Procurement Division

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
[redacted]
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

FIRST AMENDMENT TO
SERVICES CONTRACT
BETWEEN
KIDS HOPE ALLIANCE
AND
I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.
FOR
Special Needs Programs and Services

THIS FIRST AMENDMENT TO SERVICES CONTRACT (this "**Amendment**") is effective as of the 1st day of July, 2021 (the "**Effective Date**") by and between the **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**"), and **I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.**, a Florida not-for-profit corporation (the "**Contractor**").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Services Contract for Special Needs Programs and Services dated as of July 1, 2020 (City Contract #70222-20, BID #ESC-0218-20) (the "**Contract**"); and

WHEREAS, on January 15, 2021, the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor approved a one-month extension of the Contract and an increase in the maximum indebtedness under the Contract by $9,346.00.

NOW, THEREFORE, in mutual consideration of the provisions contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. **Recitals**. The Recitals set forth above are true and correct and incorporated herein by this reference.

2. **Capitalized Terms**. Unless otherwise defined herein, all capitalized terms shall have the meanings given to them in the Contract.

3. **Amendment to Exhibits A and B**. Exhibit A (Site Locations) and Exhibit B (Program Budget) to the Contract are deleted in their entirety and replaced with Exhibit A and Exhibit B attached to this Amendment.

4. **Amendment to Section 3 of the Contract**. Section 3 of the Contract is deleted in its entirety and replaced with the following provisions:

> 3.1 As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount not to exceed the total cumulative sum of **ONE HUNDRED TWENTY-ONE THOUSAND FIVE HUNDRED TWO AND NO/100 DOLLARS ($121,502.00)**. All payments to Contractor under this Contract are contingent upon

the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by the KHA is further contingent upon KHA actually receiving such grant funds and those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this C and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4.1 of the Contract**. Section 4.1 of the Contract is deleted in its entirety and replaced with the following provision:

> 4.1. The term of this Contract is effective as of July 1, 2020 and shall continue through July 31, 2021, unless sooner terminated as provided in this Contract. KHA, in its sole discretion, shall have the option to renew this Contract in accordance with the terms of the RFP.

6. Authority. Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this First Amendment and the Contract, and Contractor and the person(s) signing this First Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this First Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonably requested by KHA to evidence such authority.

7. Ratification of the Contract. The provisions of the Contract shall remain in full force and effect except as expressly provided in this Amendment.

8. Entire Agreement. This Amendment is the entire agreement of the parties regarding the modifications to the Contract provided herein, and supersedes all prior agreements and understandings regarding such subject matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. Counterparts. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute one agreement.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment as of the Effective Date.

WITNESS:

I.M. SULZBACHER CENTER FOR THE HOMELESS, INC., a Florida not-for-profit corporation

By: _____
Cindy Funkhouser, President and CEO

WITNESS:

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*

By: _____
Michael Weinstein, CEO

Encumbrance and funding information for internal City use:
Account or PO Number:

Amount.....$9,346.00

This above stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one (1) or more subsequently issued purchase(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e), of the Ordinance Code of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance[s] shall be made by subsequent purchase order[s], as specified in said Contract.

_____
Director of Finance
City Contract Number: 70222-20, Amd. #1

Form Approved:

_____
Office of General Counsel

GC-#1418272-v1-Sulzbacher_Center_Special_Needs_Amendment_No__1.docx

EXHIBIT A

SITE LOCATIONS

(Immediately following)

EXHIBIT A

SITE LOCATIONS

Agency Name: I.M. Sulzbacher Center For The Homeless, Inc

RFP: ESC-0218-20- Special Needs Programs and Services

Site:	Address:	City	State	Zip	# Of Youth Proposed to Serve	Amount
Developmental Services Program	Sulzbacher Village 5455 Springfield Blvd.	Jacksonville	FL	32208	72	$ 121,502.00
Totals						$121,502.00

EXHIBIT B

PROGRAM BUDGET

(Immediately following)

Kids Hope Alliance Funding Application: Prog

Program Budget

Fiscal Year 2020 - 2021

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020 - July 31, 2021

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget
Personnel Expenses		
Salaries and Wages		
Regular Salaries and Wages (List each position in narrative)	$82,767.00	$82,767.00
Subtotal Salaries and Wages	$82,767.00	$82,767.00
Payroll Taxes and Benefits		
FICA	$6,332.00	$6,332.00
Life and Health Insurance	$11,380.00	$11,380.00
Retirement Contributions	$1,490.00	$1,490.00
Unemployment Compensation	$1,035.00	$1,035.00
Disability	$828.00	$828.00
Workers Compensation	$2,110.00	$2,110.00
Subtotal Payroll Taxes and Benefits	$23,175.00	$23,175.00
Total Personnel Expenses	**$105,942.00**	**$105,942.00**
Operating Expenses:		
Special Contracts and Consultants		
Program Consultants and Contractual	$0.00	
Program Contractual (Security, Janitorial, Other)	$0.00	
	$0.00	
Subtotal of Special Contracts and Consultants	$0.00	$0.00
Programmatic Supplies & Assistance		
Educational Materials	$1,000.00	$1,000.00
Program Supplies	$0.00	
	$0.00	
Subtotal of Programmatic Supplies & Assistance	$1,000.00	$1,000.00
Travel and Professional Development		
Local Mileage Reimbursement	$0.00	
Travel - Hotels and Per Diem	$0.00	
Staff Conferences and Development	$1,200.00	$1,200.00
	$0.00	
Subtotal of Professional Development Expenses	$1,200.00	$1,200.00
Other Operating Expenses		
Background and Drug Screenings	$0.00	
Advertising	$0.00	
Other (specify):	$0.00	
	$0.00	
Subtotal of Other Operating Expenses	$0.00	$0.00
Food-Expense		
Food or Snack (Limited to 2% of KHA total amount)	$0.00	

Kids Hope Alliance Funding Application: Prog

Program Budget

Fiscal Year 2020 - 2021

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020 - July 31, 2021

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget
Subtotal of Food Expense	$0.00	$0.00
Field Trips and Transpiration		
Transportation	$0.00	
Field Trip Entrances Fees	$2,000.00	$2,000.00
Other Student Transportation (Travel to Program and Home)	$0.00	
Subtotal of Field Trips and Transpiration	$2,000.00	$2,000.00
Office Expenses		
Telephone	$0.00	
Utilities	$0.00	
Postage, Shipping, Delivery	$0.00	
Office Supplies	$0.00	
Copying	$0.00	
Membership Fees and Subscriptions (Staff)	$0.00	
Other (specify):	$0.00	
Subtotal of Office Expenses	$0.00	$0.00
Equipment Under $1,000.00 (Trackable)		
Other Eletronics(TVs, Cameras, Videos, Gaming Systems, etc.)	$0.00	
	$0.00	
Subtotal of Equipment Under $1,000.00	$0.00	$0.00
Insurance Expenses		
Insurance - Insurance other	$0.00	
Subtotal of Insurance Expenses	$0.00	$0.00
Facility & Maintenance Expenses		
Lease/Rent - Equipment	$0.00	
Lease/Rent - Building	$0.00	
Maintenance - Equipment	$0.00	
Maintenance - Building	$0.00	
Utilities	$0.00	
Facility Insurance	$0.00	
Subtotal of Rentals & Maintenance Expenses	$0.00	$0.00
Total Operating Expenses	$4,200.00	$4,200.00
Total Direct Costs (Personnel and Operating Expenses)	$100,192.00	$100,192.00
Indirect Costs (Limited to 10%)		
Allocated Management & General / Indirect Costs Administrative salaries & Other allowable indirect	$11,360.00	$11,360.00
Subtotal Indirect Costs	$11,360.00	$11,360.00
Grand Total (Direct & Indirect Costs)	$111,552.00	$111,552.00

Kids Hope Alliance Funding Application: Prog

Program Budget

Fiscal Year 2020 - 2021

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: July 1, 2020 - July 31, 2021

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget
Percent of the Budget	100%	100.00%

Kids Hope Alliance Funding Application
Budget Narrative (Max. 3 Pages)

REVENUE: Describe and list all "Other Funding Sources" for this program

Agency Provided Funding **Kids Hope Alliance**

EXPENSES:

Please provide a narrative description for all categories for which you are seeking funding, and explain relevant mathematical calculations. See "Budget Information" pages for additional guidance.

Please feel free to add additional lines as necessary to provide explanations.

Personnel Expenses

NOTE: Each position classification (i.e. "Teacher", "Case Worker") should be listed individually, with portion to be funded by JCC grant noted (i.e. 2 FTE, 1.25 FTE).

	Salary Break Down
Salary & Wages	
Program Director; 1FTE	$47,884.00
Children's Program Coordinator	$34,883.00

Direct Costs are those costs that can be identified specifically with particular cost objectives such as a grant, contract, project function or activity.

Benefits (listed)	Explanation	
Payroll Taxes & Benefits		
Payroll Taxes/FICA @ 7.65%	$6,332.00	
Retirement @ 1.8%	$1,490.00	
Workers Comp @ 2.55%	$2,110.00	
Health @ 13.75%	$11,380.00	
Unemployment @ 1.25%	$1,035.00	
Disability @ 1%	$828.00	
Operating Expenses		
Special Contracts & Consultants		
Program Consultants and Contractual		
Program Contractual (SRO, Janitorial, Other)		
Programmatic Supplies & Assistance		
Educational Materials	$1,000.00	Consumable Educational Materials: art supplies, workbooks, crafts, etc.
Program Supplies		
Professional Development		
Staff Travel		
Conferences and Staff Development	$1,200.00	NAEHCY conference x 2 employees
Membership Fees and Subscriptions (Staff)		
Local Mileage Reimbursement		
Other Operating Expenses		
Background and Drug Screenings		
Outside Printing and Artwork		
Local Mileage Reimbursement		
Food-Expense		
Food or Snack (2% limit)		
Field Trips and Transpiration		
Transportation		
Field Trip Entrances Fees	$850.00	Summer Camp - PAL; 10 children @ $85 ea.
	$175.00	Don't Miss A Beat; 5 children @ $35 ea.
	$255.00	MOSH
	$300.00	Hope At Hand
	$420.00	Jacksonville Zoo
Other Student Transportation (Travel to Program and Home)		

Office Expenses
- Telephone
- Utilities
- Postage, Shipping, Delivery
- Supplies
- Copying

Equipment Under-$1000.00 (Trackable)
- Other Electronics (TVs, Cameras, Videos, Gaming Systems, etc.)

Insurance Expenses
- Insurance - Insurance other

Facility & Maintenance Expenses
- Lease/Rent - Equipment
- Lease/Rent - Building
- Maintenance - Equipment
- Maintenance - Building
- Utilities
- Facility Insurance

Indirect Costs:

Specify: Administrative Overhead - 9.7% as determined by annual financial audit. This represents a portion of payroll/HR staff devoted to the program.	$11,360.00

Indirect Costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project, function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These costs are grouped into common pools and distributed to benefiting activities by a cost allocation process.

#70222-20
#Amd 2

SECOND AMENDMENT TO
SERVICES CONTRACT
BETWEEN
KIDS HOPE ALLIANCE
AND
I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.
FOR
Special Needs Programs and Services

THIS SECOND AMENDMENT TO SERVICES CONTRACT (this "**Amendment**") is effective as of the 1st day of August, 2021 (the "**Effective Date**") by and between the **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**"), and **I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.**, a Florida not-for-profit corporation (the "**Contractor**").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Services Contract for Special Needs Programs and Services dated as of July 1, 2020, as amended by that certain First Amendment dated July 1, 2021 (City Contract #70222-20, BID #ESC-0218-20) (the "**Contract**"); and

WHEREAS, effective July 15, 2021, the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor approved the renewal of the Contract for the period August 1, 2021 through July 31, 2022 and an increase to the maximum indebtedness under the Contract by $114,399.00.

NOW, THEREFORE, in consideration of the mutual obligations contained herein, the parties hereto agree as follows:

1. **Recitals**. The Recitals set forth above are true and correct and incorporated in this Amendment by this reference.

2. **Capitalized Terms**. Unless otherwise defined in this Amendment, all capitalized terms shall have the meanings given to them in the Contract.

3. **Amendment to Exhibits A and B**. Exhibit A (the "Site Locations") and Exhibit B (the "Program Budget") to the Contract are deleted in their entirety and replaced with Exhibit A (the "Site Locations") and Exhibit B (the "Program Budget") attached to this Amendment.

4. **Amendment to Section 3, Maximum Indebtedness**. Section 3 of the Contract (inadvertently referred to in the First Amendment to the Contract as Section 3.1) is deleted in its entirety and replaced with the following provisions:

> 3. As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount

not to exceed the total cumulative sum of **TWO HUNDRED THIRTY-FIVE THOUSAND NINE HUNDRED ONE AND NO/100 DOLLARS ($235,901.00)**. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by the KHA is further contingent upon KHA actually receiving such grant funds and those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this C and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4,1 Term.** Section 4 of the Contract (inadvertently referred to in the First Amendment to the Contract as Section 4.1) is deleted in its entirety and replaced with the following provisions:

> 4. **Term.** The term of this Contract is effective as of July 1, 2020 and shall continue through July 31, 2022, unless sooner terminated as provided in this Contract.

6. **Insurance Requirements**. The Insurance Requirements set forth in Attachment I to the RFP shall be deleted in their entirety and shall not apply to this Contract. Contractor shall comply with the Insurance Requirements set forth in Exhibit C to this Amendment.

7. **Authority**. Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this Amendment and the Contract, and Contractor and the person(s) signing this Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonably requested by KHA to evidence such authority.

8. **Ratification of the Contract.** The provisions of the Contract shall remain in full force and effect except as expressly provided in this Amendment.

9. **Entire Agreement**. This Amendment is the entire agreement of the parties regarding the modifications to the Contract provided herein, and supersedes all prior agreements and understandings regarding such subject matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

10. **Counterparts**. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute one agreement.

IN WITNESS WHEREOF, Contractor and KHA have duly executed this Amendment as of the Effective Date.

WITNESS:

I.M. SULZBACHER CENTER FOR THE HOMELESS, INC., *a Florida not-for-profit corporation*

By: _____
Cindy Funkhouser, President and CEO

WITNESS:

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*

By: _____
Michael Weinstein, CEO

Encumbrance and funding information for internal City use:
Account or PO Number:

Increase Award Amount.....$114,399.00

NEW TOTAL MAXIMUM INDEBTEDNESS AMOUNT: $235,901.00

This above stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one (1) or more subsequently issued purchase(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e), of the Ordinance Code of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance[s] shall be made by subsequent purchase order[s], as specified in said Contract.

_____
Director of Finance
City Contract Number: 70222-20, Amd. #2

Form Approved:

_____
Office of General Counsel

EXHIBIT A

SITE LOCATIONS

(Immediately following)

Special Needs Programs and Services
ESC- 0218-20 Funding Recommendations

Agency	Site Name	Agency Address	Contract #	Number of Proposed Youth	Contract Start Date FY 21-22	Contract End Date FY 21-22	21-22 Contract Amount
I.M. Sulzbacher Center for the Homeless	SN Program and Services	Sulzbacher Village 5455 Springfield Blvd. Jacksonville, FL 32208	70222-20	72	8/1/2021	7/31/2022	$ 114,399
							$ 114,399

EXHIBIT B
PROGRAM BUDGET

(Immediately following)

Kids Hope Alliance Funding Application: Program Budget

Program Budget

Fiscal Year 2021 - 2022

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: August 1, 2021 - July 31, 2022

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget	All Other Funding Sources for Program
Personnel Expenses			
Salaries and Wages			
Regular Salaries and Wages (List each position in narrative)	$69,300.00	$69,300.00	
Subtotal Salaries and Wages	$69,300.00	$69,300.00	$0.00
Payroll Taxes and Benefits			
FICA	$5,301.45	$5,301.45	
Life and Health Insurance	$12,450.05	$12,450.05	
Retirement Contributions	$200.00	$200.00	
Unemployment Compensation	$519.75	$519.75	
Disability	$41.58	$41.58	
Workers Compensation	$970.20	$970.20	
Subtotal Payroll Taxes and Benefits	$19,483.03	$19,483.03	$0.00
Total Personnel Expenses	**$88,783.03**	**$88,783.03**	**$0.00**
Operating Expenses:			
Special Contracts and Consultants			
Program Consultants and Contractual	$0.00		
Program Contractual (Security, Janitorial, Other)	$0.00		
	$0.00		
Subtotal of Special Contracts and Consultants	$0.00	$0.00	$0.00
Programmatic Supplies & Assistance			
Educational Materials	$6,000.00	$6,000.00	
Program Supplies	$2,100.00	$2,100.00	
	$0.00	$0.00	
Subtotal of Programmatic Supplies & Assistance	$8,100.00	$8,100.00	$0.00
Travel and Professional Development			
Local Mileage Reimbursement	$50.00	$50.00	
Travel - Hotels and Per Diem	$450.00	$450.00	
Staff Conferences and Development	$1,200.00	$1,200.00	
	$0.00		
Subtotal of Professional Development Expenses	$1,700.00	$1,700.00	$0.00
Other Operating Expenses			
Background and Drug Screenings	$0.00		
Advertising	$0.00		
Other (specify):	$0.00		
	$0.00		
Subtotal of Other Operating Expenses	$0.00	$0.00	$0.00
Food-Expense			
Food or Snack (Limited to 2% of KHA total amount)	$1,200.00	$1,200.00	
Subtotal of Food Expense	$1,200.00	$1,200.00	$0.00

Kids Hope Alliance Funding Application: Program Budget

Program Budget

Fiscal Year 2021 - 2022

Name of Agency: I.M. Sulzbacher Center for the Homeless, Inc.

Program Title: Sulzbacher Development Services for Homeless Children

Effective Date: August 1, 2021 - July 31, 2022

Categories and line Items	Total Program Cost	Kids Hope Alliance Budget	All Other Funding Sources for Program
Field Trips and Transpiration			
Transportation	$0.00		
Field Trip Entrances Fees	$3,816.97	$3,816.97	
Other Student Transportation (Travel to Program and Home)	$0.00		
Subtotal of Field Trips and Transpiration	$3,816.97	$3,816.97	$0.00
Office Expenses			
Telephone	$0.00		
Utilities	$0.00		
Postage, Shipping, Delivery	$0.00		
Office Supplies	$400.00	$400.00	
Copying	$0.00		
Membership Fees and Subscriptions (Staff)	$0.00		
Other (specify):	$0.00		
Subtotal of Office Expenses	$400.00	$400.00	$0.00
Equipment Under - 1,000.00 (Trackable)			
Other Eletronics(TVs, Cameras, Videos, Gaming Systems, etc.)	$0.00		
	$0.00		
Subtotal of Equipment Under $1,000.00	$0.00	$0.00	$0.00
Insurance Expenses			
Insurance - Insurance other	$0.00		
Subtotal of Insurance Expenses	$0.00	$0.00	$0.00
Facility & Maintenance Expenses			
Lease/Rent - Equipment	$0.00		
Lease/Rent - Building	$0.00		
Maintenance - Equipment	$0.00		
Maintenance - Building	$0.00		
Utilities	$0.00		
Facility Insurance	$0.00		
Subtotal of Rentals & Maintenance Expenses	$0.00	$0.00	$0.00
Total Operating Expenses	**$15,216.97**	**$15,216.97**	**$0.00**
Total Direct Costs (Personnel and Operating Expenses)	**$104,000.00**	**$104,000.00**	**$0.00**
Indirect Costs (Limited to 10%)			
Allocated Management & General / Indirect Costs Administrative salaries & Other allowable indirect	$10,399.00	$10,399.00	
Subtotal Indirect Costs	**$10,399.00**	**$10,399.00**	**$0.00**
Grand Total (Direct & Indirect Costs)	**$114,399.00**	**$114,399.00**	**$0.00**
Percent of the Budget	**100 %**	**100.00%**	**0.00%**

Kids Hope Alliance Funding Application
Budget Narrative (Max. 3 Pages)

REVENUE: Describe and list all "Other Funding Sources" for this program

Agency Provided Funding	**Kids Hope Alliance**

EXPENSES:

Please provide a narrative description for all categories for which you are seeking funding, and explain relevant mathematical calculations. See "Budget Information" pages for additional guidance.

Please feel free to add additional lines as necessary to provide explanations.

Personnel Expenses

NOTE: Each position classification (i.e. "Teacher", "Case Worker") should be listed individually, with portion to be funded by JCC grant noted (i.e. 2 FTE, 1.25 FTE).

	Salary Break Down
Salary & Wages	
Program Director; 0.6 FTE	$34,800.00
Children's Program Coordinator; 1 FTE	$34,500.00

Direct Costs are those costs that can be identified specifically with particular cost objectives such as a grant, contract, project function or activity.

Benefits (listed)	Explanation	
Payroll Taxes & Benefits		
Payroll Taxes/FICA @ 7.65%	$5,301.45	
Life and Health @ 18.0%	$12,450.05	
Retirement @ .3%	$200.00	
Unemployment @ .75%	$519.75	
Disability @ .06%	$41.58	
Workers Compensation @ 1.4%	$970.20	
Operating Expenses		
Special Contracts & Consultants		
Program Consultants and Contractual		
Program Contractual (SRO, Janitorial, Other)		
Programmatic Supplies & Assistance		
Educational Materials	$6,000.00	Consumable Educational Materials: art supplies, workbooks, crafts, etc.
Program Supplies	$2,100.00	Parent meetings, special event supplies
Professional Development		
Staff Travel	$450.00	Per diem
Conferences and Staff Development	$1,200.00	Educ conference x 2 employees
Membership Fees and Subscriptions (Staff)		
Local Mileage Reimbursement	$50.00	
Other Operating Expenses		
Background and Drug Screenings		
Outside Printing and Artwork		
Local Mileage Reimbursement		
Food-Expense		
Food or Snack (2% limit)	$ 1,200.00	
Field Trips and Transpiration		
Transportation		
Field Trip Entrances Fees	$850.00	Summer Camp - PAL; 10 children @ $85 ea.
	$175.00	Don't Miss A Beat; 5 children @ $35 ea.
	$255.00	MOSH
	$300.00	Hope At Hand
	$420.00	Jacksonville Zoo
	$1,816.97	Other & more children
Other Student Transportation (Travel to Program and Home)		
Office Expenses		
Telephone		
Utilities		
Postage, Shipping, Delivery		
Supplies	$400	
Copying		

Equipment Under-$1000.00 (Trackable)
Other Electronics (TVs, Cameras, Videos, Gaming Systems, etc.)

Insurance Expenses
Insurance - Insurance other

Facility & Maintenance Expenses
Lease/Rent - Equipment
Lease/Rent - Building
Maintenance - Equipment
Maintenance - Building
Utilities
Facility Insurance

Indirect Costs:

Specify: Administrative Overhead - 9.7% as determined by annual financial audit. This represents a portion of payroll/HR staff devoted to the program.	$10,399.00

Indirect Costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project, function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These costs are grouped into common pools and distributed to benefiting activities by a cost allocation process.

For additional information on developing an indirect cost rate, see http://rates.psc.gov/fms/dca/np_exall2.html

EXHIBIT C

Insurance Requirements

Without limiting its liability under this Contract, Contractor shall at all times during the term of this Contract procure prior to commencement of work and maintain at its sole expense during the life of this Contract (and Contractor shall require its, subcontractors, laborers, materialmen and suppliers to provide, as applicable), insurance of the types and limits not less than amounts stated below:

Insurance Coverages

Schedule	Limits
Worker's Compensation	Florida Statutory Coverage
Employer's Liability	$ 100,000 Each Accident
	$ 500,000 Disease Policy Limit
	$ 100,000 Each Employee/Disease

This insurance shall cover the Contractor (and, to the extent they are not otherwise insured, its subcontractors) for those sources of liability which would be covered by the latest edition of the standard Workers' Compensation policy, as filed for use in the State of Florida by the National Council on Compensation Insurance (NCCI), without any restrictive endorsements other than the Florida Employers Liability Coverage Endorsement (NCCI Form WC 09 03), those which are required by the State of Florida, or any restrictive NCCI endorsements which, under an NCCI filing, must be attached to the policy (i.e., mandatory endorsements). In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the Federal Employers' Liability Act, USL&H and Jones, and any other applicable federal or state law.

Commercial General Liability	$200,000	Each Occurrence
	$300,000	General Aggregate
	$ 50,000	Fire Damage
	$ 5,000	Medical Expenses
	If apply:	
	$100,000	Products & Comp. Ops. Agg.
	$100,000	Personal/Advertising Injury

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Commercial General Liability Form (ISO Form CG 00 01) as filed for use in the State of Florida without any restrictive endorsements other than those reasonably required by the City's

Office of Insurance and Risk Management. An Excess Liability policy or Umbrella policy can be used to satisfy the above limits.

Automobile Liability $1,000,000 Combined Single Limit
(Coverage for all automobiles, owned, hired or non-owned used in performance of the Services)

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Business Auto Coverage Form (ISO Form CA0001) as filed for use in the State of Florida without any restrictive endorsements other than those which are required by the State of Florida, or equivalent manuscript form, must be attached to the policy equivalent endorsement as filed with ISO (i.e., mandatory endorsement). An Excess Liability policy or Umbrella policy can be used to satisfy the above limits.

Professional Liability $1,000,000 per Claim
(Including Medical Malpractice when applicable) $1,000,000 Aggregate

Any entity hired to perform professional services as a part of this Contract shall maintain professional liability coverage. Such coverage must be provided on an Occurrence Form or, if on a Claims Made Form, the retroactive date must be no later than the first date of this contract and such claims-made coverage must respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

Sexual Molestation $1,000,000 Per Claim
$2,000,000 Aggregate

(Only if program includes direct supervision of children, special needs, and/or senior citizens)
Sexual Molestation Liability coverage will be provided on an Occurrence Form or a Claims Made Form with a retroactive date to at least the first date of this Contract. If provided on a Claim Made Form, the coverages must respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

Accident Medical, Dismemberment and Death $15,000 per participant
Policy for any sport or physical activities

Additional Insurance Provisions

A. Certificates of Insurance. Contractor shall deliver to the City Certificates of Insurance that

show the corresponding City Contract or Bid Number in the Description, if known, Additional Insureds Waivers of Subrogation and Primary & Non-Contributory statement as provided below. The certificates of insurance shall be mailed to the City of Jacksonville (Attention: Chief of Risk Management), 117 W. Duval Street, Suite 335, Jacksonville, Florida 32202.

B. Additional Insured: All insurance except Worker's Compensation, Professional Liability and AD&D shall be endorsed to name the City of Jacksonville and the City's members, officers, officials, employees and agents as Additional Insured. Additional Insured for General Liability shall be in a form no more restrictive than CG2010 and, if products and completed operations is required, CG2037, Automobile Liability CA2048.

C. Waiver of Subrogation. All required insurance policies except AD&D shall be endorsed to provide for a waiver of underwriter's rights of subrogation in favor of the City of Jacksonville its members, officers, officials, employees and agents.

D. Carrier Qualifications. The above insurance shall be written by an insurer holding a current certificate of authority pursuant to chapter 624, Florida State or a company that is declared as an approved Surplus Lines carrier under Chapter 626 Florida Statutes. Such Insurance shall be written by an insurer with an A.M. Best Rating of A- VII or better.

E. Contractor's Insurance Primary. The insurance provided by Contractor shall apply on a primary basis to, and shall not require contribution from, any other insurance or self-insurance maintained by the City of Jacksonville its members, officers, officials, employees and agents.

F. Deductible or Self-Insured Retention Provisions. All deductibles and self-insured retentions associated with coverages required for compliance with this Contract shall remain the sole and exclusive responsibility of the named insured Contractor. Under no circumstances will the City of Jacksonville its members, officers, officials, employees and agents be responsible for paying any deductible or self-insured retentions related to this Contract.

G. Contractor's Insurance Additional Remedy. Compliance with the insurance requirements of this Contract shall not limit the liability of the Contractor or its Subcontractors, employees or agents to the City of Jacksonville or others. Any remedy provided the City of Jacksonville or the City's members, officers, officials, employees and agents shall be in addition to and not in lieu of any other remedy available under this Contract or otherwise.

H. Waiver/Estoppel. Neither approval by City nor failure to disapprove the insurance furnished by Contractor shall relieve Contractor of Contractor's full responsibility to provide insurance as required under this Contract.

I. Notice. Contractor shall provide an endorsement issued by the insurer to provide the City of Jacksonville thirty (30) days prior written notice of any change in the above insurance coverage limits or cancellation, including expiration or non-renewal. If such endorsement is not

provided, the Contractor, as applicable, shall provide said a thirty (30) days written notice of any change in the above coverages or limits, coverage being suspended, voided, cancelled, including expiration or non-renewal.

J. Survival. Anything to the contrary notwithstanding, the liabilities of Contractor under this Contract shall survive and not be terminated, reduced or otherwise limited by any expiration or termination of insurance coverage.

K. Additional Insurance. Depending upon the nature of any aspect of any project and its accompanying exposures and liabilities, the City of Jacksonville may reasonably require additional insurance coverages in amounts responsive to those liabilities, which may or may not require that the City of Jacksonville and its members, officers, officials, employees and agents also be named as an additional insured.

L. Special Provision: Prior to executing this Contract, Contractor shall present this Contract and its insurance requirements to its Insurance Agent affirming: (1) that the Agent has personally reviewed the insurance requirements of this Contract, and (2) that the Agent is capable (has proper market access) to provide the coverages and limits of liability required on behalf of Contractor.

#70222-20
AMD#3

THIRD AMENDMENT TO SERVICES CONTRACT FOR Special Needs Programs and Services

THIS THIRD AMENDMENT TO SERVICES CONTRACT (this "***Amendment***") is effective as of the 1st day of August, 2022 (the "***Effective Date***") by and between **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***"), and **I. M. SULZBACHER CENTER FOR THE HOMELESS, INC.**, a Florida not-for-profit corporation (the "***Contractor***").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Services Contract for Special Needs Programs and Services dated as of July 1, 2020, as amended by that certain First Amendment dated July 1, 2021, and as amended by that certain Second Amendment dated August 1, 2021 (City Contract #70222-20, BID #ESC-0218-20) (the "***Contract***"); and

WHEREAS, on October 28, 2022, the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor approved the extension of the Contract through January 31, 2023 and an increase to the maximum indebtedness under the Contract by $57,200.00.

NOW, THEREFORE, in consideration of the mutual obligations contained herein, the parties hereto agree as follows:

1. **Recitals**. The Recitals set forth above are true and correct and incorporated in this Amendment by this reference.

2. **Capitalized Terms**. Unless otherwise defined in this Amendment, all capitalized terms shall have the meanings given to them in the Contract.

3. **Amendment to Exhibits A and B**. Exhibit A and Exhibit B to the Contract are deleted in their entirety and replaced with Exhibit A (the "***Site Locations***") and Exhibit B (the "***Program Budget and Budget Narrative***") attached to this Amendment.

4. **Amendment to Section 3, Maximum Indebtedness of the Contract**. Section 3 of the Contract is deleted in its entirety and replaced with the following provisions:

> 3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount not to exceed the total cumulative sum of **TWO HUNDRED NINETY-THREE THOUSAND ONE HUNDRED ONE AND NO/100 DOLLARS ($293,101.00)**. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by KHA is further contingent upon KHA

actually receiving such grant funds and those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this Contract and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4, Term of the Contract.** Section 4 of the Contract is deleted in its entirety and replaced with the following provision:

> 4. **Term.** The term of this Contract is effective as of July 1, 2020 and shall continue through January 31, 2023, unless sooner terminated as provided in this Contract.

6. Authority. Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this Amendment and the Contract, and Contractor and the person(s) signing this Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonably requested by KHA to evidence such authority.

7. Ratification of the Contract. The provisions of the Contract shall remain in full force and effect except as expressly provided in this Amendment.

8. Entire Agreement. This Amendment is the entire agreement of the parties regarding the modifications to the Contract provided herein, and supersedes all prior agreements and understandings regarding such subject matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. Counterparts. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute one agreement.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, Contractor and KHA have duly executed this Amendment as of the Effective Date.

WITNESS:

_____

I. M. SULZBACHER CENTER FOR THE HOMELESS, INC., *a Florida not-for-profit corporation*

By: _____
Cindy Funkhouser, President and CEO

WITNESS:

_____

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*

By: _____
Michael Weinstein, CEO

Encumbrance and funding information for internal City use:
Account or PO Number:

Increase Award Amount..... $57,200.00

NEW TOTAL MAXIMUM INDEBTEDNESS AMOUNT: $293,101.00

This above stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one (1) or more subsequently issued purchase(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e), of the Ordinance Code of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance[s] shall be made by subsequent purchase order[s], as specified in said Contract.

_____
Director of Finance
City Contract Number: 70222-20, Amendment #3

Form Approved:

_____
Office of General Counsel

EXHIBIT A
SITE LOCATIONS
(Immediately following)

Exhibit A
Special Needs Programs and Services Funding Recommendations

Contract #:	Agency:	Site Name:	Agency Address:	Contract Start Date:	Contract End Date:	22-23 Contract Amount:
70222-20	I.M. Sulzbacher Center for the Homeless, Inc.	Special Needs Program and Services	Sulzbacher Village 5455 Springfield Blvd. Jacksonville, FL 32208	8/1/2022	1/31/2023	$ 57,200
Total						$ 57,200

EXHIBIT B
PROGRAM BUDGET AND BUDGET NARRATIVE
(Immediately following)

Proposing Contractor: I.M. Sulzbacher Center for the Homeless, Inc.
Program Name: Sulzbacher Development Services for Homeless Children
Fiscal Year: 2022-2023 - 6 months funding

Approved by L. Jordan on 10/12/22

Categories and Line Items	Total Cost of Program	KHA Funding	Other Funding	Budget Narrative
Direct Expenses				
A. Salaries and Wages				
1. Title - Children's Services Director: 0.6 FTE	$19,500.00	$19,500.00	$0.00	Director provides mentorship of children and parents, program oversight and management, coordinates transportation and school enrollment, facilitates parent/teacher conferences, advocates during IEP meetings, assists parents and children in adjusting to their new environment. $30.88 per hour
2. Title - Children's Program Coordinator: .63	$11,433.00	$11,433.00	$0.00	Supports the director in all Children's Program efforts, drives when necessary, assists parents in securing supplies for children, data management, mentorship for children and families and parent programming facilitator. $17.59 per hour
3. Title -	$0.00	$0.00	$0.00	
4. Title -	$0.00	$0.00	$0.00	
5. Title -	$0.00	$0.00	$0.00	
Subtotal Salaries and Wages	$30,933.00	$30,933.00	$0.00	
B. Payroll Taxes and Benefits (15.5%)				
1 FICA	$2,366.40	$2,366.40	$0.00	7.65%
2 Retirement	$0.00	$0.00	$0.00	
3 Life and Health Insurance	$1,793.43	$1,793.43	$0.00	5.80%
4 Workers Compensation	$401.25	$401.25	$0.00	1.30%
5 Unemployment Compensation	$215.83	$215.83	$0.00	0.70%
6 Other Benefits	$0.00	$0.00	$0.00	
Subtotal Payroll Taxes and Benefits	$4,776.92	$4,776.92	$0.00	
C. Program Consultants and Contractual				
1	$0.00	$0.00	$0.00	
2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
Subtotal Program Consultants & Contractual	$0.00	$0.00	$0.00	
D. Travel				
1 Local Mileage	$0.00	$0.00	$0.00	
2 Staff Travel	$3,400.00	$3,400.00	$0.00	For staff to travel to in and out of state conferences pertaining to the Special Needs Grant (Hotel, Airfare, Meals, parking, mileage). Staff travel is .46 cent per mile, Meals is $55.00 per day (Per Diem)
3 Student Transportation	$1,200.00	$1,200.00	$0.00	four field trips in the first half of the year at $300 each for bus rental
4 Field Trip Travel	$0.00	$0.00	$0.00	
Subtotal Travel	$4,600.00	$4,600.00	$0.00	
E. Participant Educational Materials	$2,000.00	$2,000.00	$0.00	educational materials for families & the children's program: art supplies, workbooks, crafts,technology, etc.
F. Consumable Program Supplies	$2,100.00	$2,100.00	$0.00	Operational program materials for family engagement, student & staff engagement and/or meetings.
G. Assistance to Participants				

2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
4	$0.00	$0.00	$0.00	
5	$0.00	$0.00	$0.00	
Subtotal Assistance to Participants	$0.00	$0.00	$0.00	
H. Field Trip Expenses	$1,200.00	$1,200.00	$0.00	Four field trips for the first half of the year designed to engage children and parents in enrichment activities (included but not limited to Alhambra, Jax Symphony Orchestra, Orlando Science Center, College tour.)
I. Office Expenses				
1 Telephone	$0.00	$0.00	$0.00	
2 Utilities	$0.00	$0.00	$0.00	
3 Postage and Shipping	$0.00	$0.00	$0.00	
4 Supplies	$400.00	$400.00	$0.00	General office supplies used to support administrative efforts in planning and executing programming.
5 Copying	$0.00	$0.00	$0.00	
Subtotal Office Expenses	$400.00	$400.00	$0.00	
J. Operating Capital Outlay				
1 Machinery & Equipment	$0.00	$0.00	$0.00	
2 Computers & Software	$0.00	$0.00	$0.00	
Subtotal Operating Capital Outlay	$0.00	$0.00	$0.00	
K. Lease/Rent				
1 Equipment	$0.00	$0.00	$0.00	
2 Building	$0.00	$0.00	$0.00	
Subtotal Lease/Rent	$0.00	$0.00	$0.00	
L. Maintenance	$0.00	$0.00	$0.00	
M. Insurance	$0.00	$0.00	$0.00	
N. Conferences and Staff Training	$5,560.89	$5,560.89	$0.00	Nat'l Assoc for the Education of Homeless Children & Youth conference. Training expense for child advocacy, trauma informed care, leadership, homeless children education, and other related topics
O. Membership Fees and Subscriptions	$200.00	$200.00	$0.00	National Association for the Education of Homeless Children and Youth and other subscriptions
P. Advertising	$0.00	$0.00	$0.00	
Q. Food (limit to 2% of budget)	$1,000.00	$1,000.00	$0.00	food to support children's and families' engagement efforts, snacks for tutoring
R. Other Allowable Costs				
1	$0.00	$0.00	$0.00	
2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
4	$0.00	$0.00	$0.00	
5	$0.00	$0.00	$0.00	

Subtotal Other Allowable Costs	$0.00	$0.00	$0.00
DIRECT EXPENSES TOTAL	$52,770.81	$52,770.81	$0.00
Administrative Expenses			
Allocated Management and General Overhead, not to exceed 10% Program Direct Expenses above	$4,429.19	$4,429.19	$0.00
GRAND TOTAL (Direct and Administrative Expenses)	$57,200.00	$57,200.00	$0.00

Spreadsheet Instructions

1. Complete the funding period, agency information, project name and contract number at the top of the form.

2. Enter line items in categories where appropriate
   Enter line items that relate to your program in categories such as Salaries and Wages, Program Consultants, Other Consultants, Assistance to Participants and Other Allowable Costs. There are additional rows that remain accurate. are hidden if you need more than what is shown. Please unhide the rows rather than create them so that the formulas will remain accurate.

3. Enter budget amounts in the KHA Funding and Match columns (you can include here Cash Contributions as well as the value of In-kind Contributions.
   Only enter amounts in black cells. Red cells denote formulas. Please do not make any entries in red cells.

4. Enter a narrative for each line item in the cell located on the same row of that line item.
   Use only one narrative cell per line item. Type as much information in that cell to completely describe the budget for that line item.
   For cells that have lengthy narratives, you will have to widen the "row" so that it reveals all of the text of that cell.

4

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 August 1, 2022 through date of award.

Recommend approval for a six (6) month extension of contract (#70222-20) and to increase the award by $57,200.00 to I.M Sulzbacher Center for the Homeless, Inc for Special Needs Programs for Kids Hope Alliance (KHA). Period of service for this extension is August 1, 2022 through January 31, 2023. Total revised estimated annual expenditure amount is $114,399.00 for a total expenditure amount not to exceed $5,443,438.00.

Funding source: 10901.181001.582001.000000.00000459.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

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

DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, CAO, 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 10/28/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Gregory Pease, Chief of Procurement

FROM: Saralyn Grass, Chief Administrative Officer, Kids Hope Alliance (KHA)

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

Kenneth Darity, Chief Programs Officer Kids Hope Alliance (KHA)

SUBJECT: Request a six (6) month contract extension for ESC-0218-20 Special Needs Program: I.M. Sulzbacher Center for the Homeless, Inc. (Contract #70222-20)

DATE: October 10, 2022

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 approval of the following:

1) Six (6) month contract extension for ESC-0218-20 Special Needs programs as outlined in Exhibit 1 to increase the maximum indebtedness by $57,200 for the contract term of August 1, 2022 to January 31, 2023.

ESC	Contract #	AGENCY	PROGRAM	CONTRACT START DATE	CONTRACT END DATE	TOTAL FUNDING
SN	70222-20	I.M. Sulzbacher Center for the Homeless, Inc.	Special Needs OST	8/1/2022	01/31/2023	$57,200
					Total	$57,200

The above program services provided by listed agencies were initially procured through a competitive RFP ESC-0218-20 and have operated successfully for the past three years. The continuation of the programming can be continued through an allowed six-month extension clause within the contract that allows for continuation of services.

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

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181001	582001	000000	000000459	00000	0000000

Total Funding **$57,200**

If you desire additional information, please contact Tyrica Young at 904-255-4423 or e-mail me

Kids Hope Alliance
1095 A. Philip Randolph Blvd. |Jacksonville, Florida 32206 |T-(904) 255-4400 | F-(904) 255-4500

KIDS HOPE ALLIANCE

at tyricay@coj.net

Attachment(s): Exhibit 1: Special Needs Funding Recommendation Landscape
Exhibit 2: Letters of Intent & Scope of Services

Cc: Bryan Matus, Buyer
Jessica Pitts, Director, Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
Tyrica Young, Director, Research and Grants

Exhibit 1

Funding Recommendation for I M Sulzbacher

ESC	Contract Number	AGENCY	PROGRAM	CONTRACT START DATE	CONTRACT END DATE	Current Funding Amount	TOTAL FUNDING Period 8/1/22-01/31/23
SN	70222-20	I M Sulzbacher	Special Needs OST	8/1/2022	01/31/2023	$114,399	$57,200

FY 22-23 Request for Renewal (RFR)
Agency Award Information: FY22-23

ESC	Contract #	Agency
Special Needs OST	70222-20 (2)	I.M. Sulzbacher Center of Homeless, Inc.

The above-mentioned contract has been renewed for the FY 22-23 year with the terms below.

FY22-23 Contract Term: August 1, 2022 – January 31, 2023

Funding for FY22-23: $57,200

A Request for Renewal was generated by Kids Hope Alliance and completed by the contractor. The application was then reviewed, negotiated (if necessary) and approved by KHA. The following individual was listed as the contact person for contract correspondence.

Agency Contact
Name: Alefia Landry
Title: Director of Children's Service and Family Engagement
E-mail: alefialandry@sulzbacherjax.org
Phone: 9042359692

The RFR included information about the program's outcomes along with proposed changes, additions, or general improvements to be made in 22/23, based on experiences in 21/22. This information is included in the attached form and serves as documentation or scope changes, if applicable.

Approved by: Saralyn Grass, Chief Administrative Officer, KHA sgrass@coj.net
Date: 2022-05-03 14:41:41 -0500

SCOPE OF SERVICES

Provider: I.M. Sulzbacher Center for the Homeless, Inc.,
Program: Developmental Services for Homeless Children
Term of Agreement: August 1, 2022, to January 31, 2023 (6-month contract)
Location(s): 5455 Springfield Blvd., Jacksonville, Florida 32208

Program Design Requirements:

- Sulzbacher Developmental Services for Homeless Children Program is focused on children who are homeless or have experienced homelessness and reside at the Sulzbacher Village for Women and families. The programs at Sulzbacher occur outside of school hours every day of the week, on weekends and throughout the summer. The program is structured around three key elements:
    1. **One-on-one and group tutoring sessions**
    2. **Teach effective parenting skills**
    3. **Provide life-skills experiences**

Program Operations:

- Provide one-on-one tutoring and group activities two evenings per week for two hours each
- Coordinate and supervise volunteer tutors and community volunteer teachers in the weekly sessions
- Maintain direct contact with Duval County School representatives to ascertain the overall academic challenges or strengths of resident children and provide follow-up and tracking for each child
- Connect children and parents to Life-skills classes and events that broaden their horizons, develop their ability to function in society, and uplift their sense of self-worth and inclusiveness
- Works with the Duval County Public Schools Transition Liaison to ensure that all children have school assignments
- Utilizing the PASSPort to Success program – will conduct weekly classes for parents of school-aged children, incorporating the following modules:
    - **Parent Attitude**
    - **Structuring the Home Environment**
    - **Study Skills**
    - **Homework and Learning Expediters**
    - **Note-taking Skills**
    - **Helping Children Prepare for tests**
    - **Memory Enhancement/Developing Thinking Skills**
    - **Reading Skills**
    - **Ability to recognize normal childhood developmental milestones**
- See the RFP and Program Proposal for further details

Number of Children Served:

- Services will be provided to 35 children aged 5 – 17 residing at the Sulzbacher Village for Women and Families

Outcome:

- 85% of the proposed number of children will be served (30 of 35)
- 10 children will receive 1 to 1 and/or group tutoring services Monday, Wednesday, and Thursday from 5 to 6pm and from 5 to 7pm on Tuesday
- 60% of children receiving tutoring services will be promoted to the next grade level
- 95% of children engaged in life skills activities will improve life skills as defined by each activity measured via Parental Surveys
- 85% of parents engaged in parenting classes will demonstrate increased knowledge and skills as measured by Parental Surveys

Staffing Requirements:

- All front-line staff are trauma informed trained and intake staff are trained to screen individuals for trauma upon entry in Sulzbacher - both adults and children youth and families
- Shall require Level 2 Screening as a condition of employment and continued employment of all Covered Persons. Provider shall repeat the Level 2 Screening at least every 5 years from the date of the initial Level 2 screening or re-screening
- Provider shall submit a signed affidavit declaring that a Level 2 Screening has been completed and is current for all Covered Persons

Safety Requirements:

- Responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with its Services or performance of its operations
- All Staff are certified in CPR and First Aid

BOARD ACTION ITEM: CONTRACT EXTENSIONS

ESSENTIAL SERVICES CATEGORY: JUVENILE JUSTICE, PRE-TEEN/TEEN, & SPECIAL NEEDS

GOVERNANCE MEETING: JUNE 6, 2022

FINANCE MEETING: JUNE 8, 2022

BOARD MEETING: JUNE 15, 2022

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:
The Board is asked to:

1) Approve six-month contract extension based on Procurement's continuation of services of the following program from August 1, 2022 – January 31, 2023, in the amount of $489,182.

ESC	Contract #	AGENCY	PROGRAM	CONTRACT START DATE	CONTRACT END DATE	TOTAL FUNDING
JJ	5318-101	Daniel Memorial, Inc	Juvenile Intervention Program	8/1/2022	01/31/2023	$85,413
JJ	70198-20	Fresh Ministries, Inc	Juvenile Justice Prevention and Intervention	8/1/2022	01/31/2023	$94,860
JJ	70196-20	Jewish Family and Community Services, Inc	Juvenile Prevention and Intervention Program	8/1/2022	01/31/2023	$76,500
JJ	70197-20	Twin Oaks Juvenile Development, Inc	Juvenile Justice Prevention and Intervention	8/1/2022	01/31/2023	$55,813
PTT	10734	The Performers Academy	The Performers Academy	8/1/2022	01/31/2023	$63,296
PTT	7810-32	Fresh Ministries, Inc	Fresh Futures	8/1/2022	01/31/2023	$56,100
SN	70222-20	I.M. Sulzbacher Center for the Homeless, Inc.	Special Needs OST	8/1/2022	01/31/2023	$57,200
					Total	$489,182

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

NARRATIVE:
This action item is a substitution for a portion of two action items previously approved at the April 2022 Board meeting titled Contract Renewals. Although it was previously believed these services could be combined with the renewal of the providers' OST contract or qualified for an exemption, it was later determined the service were too different and that this contract should continue to operate in its original form.

The above program services provided were initially procured through competitive RFP # ESC-0210-20 Juvenile Justice Prevention and Intervention, RFP # ESC-0212-20 Pre-Teen/Teen, and RFP # ESC-0218-20 Special Needs and have operated successfully for the past three years. The continuation of the programming can be continued through an allowed six-month extension clause within the contract that allows for continuation of services.

The current recommendation is to provide an additional six months of funding to the listed agency to provide services in the areas of Juvenile Justice, Pre-Teen/Teen, and Special Needs while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

FISCAL IMPACT:
The providers listed above will receive funding as indicated above for a total of $489,182 or up to a 10% increase as necessary.

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 utilize the second and final renewal option with the contractors outlined in Exhibit 1 to continue providing special needs programs from August 1, 2021 through July 31, 2022. Total revised estimated annual expenditure amount is $2,013,974.00, for a total expenditure amount not to exceed $5,880,763.00.

Special Needs - $2,013,974.00, not-to-exceed $5,386,238.00
YFEC - $494,525.00

Funding source: 10901.181001.582001.000000.00000459.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, CAO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 7/15/2021

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/15/21

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 extend the award by one (1) month and to increase the award with the contractors outlined in the attached memo in the total amount of $41,720.00. These contractors were initially awarded through recapture funds through Ordinance 2020-0221. The extension will align their contract period with the original awarded contractors to July 1, 2020 through July 31, 2021. Total expenditure amount for the Youth and Family Empowerment Center (YFEC) will remain unchanged at $494,525.00. Total revised estimated annual expenditure amount is $1,292,014.00, for a total expenditure amount not to exceed $3,866,789.00.

YFEC - $494,525.00
Special Needs - $3,372,264.00

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 Letters and Previous Awards

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED 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 5 MEMBERS DISAPPROVING 0 DATE 1/14/2021

OTHER

ACTION OF AWARDING AUTHORITY DATE 1/1

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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 B dder 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, 2020 to date of executed contract.
Recommend approval of the following actions: 1) to extend the award with Boys and Girls Clubs of Northeast Florida for two (2) months from date of executed contract through November 30, 2020 to allow for the completion of the one-year Youth and Family Empowerment Center (YFEC) program. There will be no change in the terms and conditions, and the total not-to-exceed expenditure amount of $494,525.00 will remain unchanged; 2) to utilize the first of two (2) renewal options with the contractors outlined in the attached memo to provide special needs programs from date of executed contract through July 31, 2021. Total revised estimated annual expenditure amount is $1,250,294.00, for a total expenditure amount not to exceed $3,825,069.00.

YFEC - $494,625.00
Special Needs - $3,330,544.00

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 Letters and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ 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 5 MEMBERS DISAPPROVING 0 DATE. 10/15/2020

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 10/15/20

APPROVED ✓ DISAPPROVED _____

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

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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. – $79,978.00
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-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 OLC 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

APPROVED ✓ B.H DISAPPROVE

OTHER

SIGNATURE OF AUTHENTICATION

Chief Administrative Officer

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. Homer 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 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 / /19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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