SUBJECT: Healthy Families Jacksonville

BID # ESC-0490-16 **OPEN DATE: 7/20/16**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: **45** NUMBER RECEIVED: **4** OTHER: **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to extend the award with Northeast Florida Healthy Start Coalition for three (3) months from October 1, 2019 through December 31, 2019 to allow time for a new bid to be awarded. Total revised expenditure amount is $452,584.75 for the three (3) month period, for an expenditure amount not to exceed $5,544,902.34.

Funding Source: JCPS192HF-08201 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST _____ RESPECTFULLY SUBMITTED _____

Annette Burney

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Donald H. Horner, III, Acting Chief Executive Officer, Kids Hope Alliance

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING_____ MEMBERS DISAPPROVING_____ DATE:_____

_____ _____ OTHER_____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE_____

APPROVED_____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

MEMORANDUM

DATE: September 18, 2019

TO: Gregory Pease, Chief of Procurement
Procurement Division

FROM: Donald H. Horner, III, Acting Chief Executive Officer
Kids Hope Alliance

SUBJECT: BID# ESC-0490-16 – Healthy Families Jacksonville for Kids Hope Alliance
Index Code: #JCPS192HF; Sub-Object: 08201

The Kids Hope Alliance respectfully requests to administer an amendment to the 3rd of 3 renewal options for the following program extend the contract period through December 31, 2019 and increase funding:

Northeast Florida Healthy Start Coalition, Inc., Contract #8722-17 -

- Healthy Families Jacksonville Program - $452,584.75 for contract period October 1, 2019 through December 31, 2019, Exhibit 1, Budget and Budget Narrative

The funding period for this program will be extended through December 31, 2019 not to exceed expenditure amount of $452,584.75. A total maximum indebtedness should not exceed $5,544,902.34.

Because the last renewal was for only for 3 months, an option to renew for an additional 3 months pending a competitive bid process was approved on August 8, 2019.

Attached is the KHA Board of Director Action Item related to funding recommendations. The action was approved by the Board of Directors on September 18, 2019, Exhibit 2.

Also, attached is a copy of the prior Award, Exhibit 3.

CC: Annette Burney, Purchasing Analyst Procurement
Saralyn Grass, Chief Programs Officer, Kids Hope Alliance
Mary Nash, Director of Special Needs, Kids Hope Alliance
Joyce Watson, Director of Administration, Kids Hope Alliance

BOARD ACTION ITEM:

FINANCE COMMITTEE: **SEPTEMBER 11, 2019**

BOARD MEETING DATE: **SEPTEMBER 18, 2019**

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

FROM: **DONALD HORNER, ACTING CHIEF EXECUTIVE OFFICER**

RE: **HEALTHY FAMILIES JACKSONVILLE SUBCONTRACT RENEWAL WITH THE NORTHEAST FLORIDA HEALTHY START COALITION FOR 2019/2020**

REQUESTED ACTION:

The Board is asked to:

1) Approve a renewal of the following contract for 3 months from October 1, 2019 – December 31, 2019.

BID	*AGENCY*	*PROGRAM*	*FUNDING*
ESC-0490-16	Northeast Florida Healthy Start Coalition	Healthy Families	$452,584.75

2) Authorize the CEO to execute an amendment extending the contract on behalf of the Kids Hope Alliance.

NARRATIVE:

Each year, recommendations for funding and contract renewals are made to the Board for the following fiscal year. The recommendations are based on an analysis of programmatic outcomes, priorities determined by the Board of Directors, as well as a projection of anticipated funding for the following year.

The Northeast Florida Healthy Start Coalition, Inc. became the subcontractor for Healthy Families Jacksonville services on October 1, 2016 and continues to provide those services at current. The current recommendation is to recommend the renewal for 3 months while a competitive bid process is completed for the Healthy Families Jacksonville program.

FISCAL IMPACT:

The Northeast Florida Healthy Start Coalition will receive funding in the amount of $452,584.75.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval. Approval of this Board Action Item is inclusive of any necessary waivers and other administrative actions as determined by the Office of General Counsel.

OPTIONS:

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

STAFF RECOMMENDATION: Staff recommends approval.

Northeast Florida
Healthy Start
COALITION, INC.
Every baby deserves a healthy start

2019 Board of Directors

Chair
Megan Denk

Vice-Chair
Melanie Lawson

Treasurer
Peggy Boord, CMA

Secretary
Teleauba Revels

Members
Stephen Baker, Ph.D.
John Davis, MD
Judge Pauline Drake
Mark Hudak, MD
Kathy Mankinen
Jeannie Potthast-Bowles
Rev. Tom Rodgers
Pauline Rolle, MD
Jason Roth

September 13, 2019

Mr. Donnie Horner
Interim Chief Executive
Officer
Kids Hope Alliance
1095 A. Philip Randolph Blvd.
Jacksonville, Florida 32206

RE: Letter of Intent for the continuation of Kids Hope Alliance Services

Dear Mr. Horner,

Please accept this letter as the Northeast Florida Healthy Start Coalition's Letter of Intent to continue providing Healthy Families Jacksonville services from October 1, 2019 to December 31, 2019, under a contract with the Kids Hope Alliance with a budget of $452,584.75. However, farther discussion is needed.

The Northeast Florida Healthy Start Coalition, Inc. has been a committed partner with the Kids Hope Alliance (formerly Jacksonville Children's Commission) since October 1, 2016.

If you have any questions or concerns, please contact me at 904-723-5422 ext. 111 or via email at fjohnson@nethsc.org

Sincerely,

Faye Johnson
Chief Executive Officer

644 Cesery Boulevard, Suite 210 Jacksonville, FL 32211
Phone (904) 723-5422 Fax (904) 723-5433 http://nefhealthystart.org

5. Other Consultants	$ -	$ -	$ -	$ -	$ -	
Subtotal Other Consultants and Contractual	**$ 10,405.50**	**$ -**	**$ 10,405.50**	**$ -**	**$ -**	
E. Participant Educational Materials	**$ 625.00**	$ -	$ 625.00			Direct costs for books, calculators and supplemental curriculum/non-HFF educational materials to be used during home visits. Educational materials for monthly client activities. (100% KHA).
F. Consumable Program Supplies	**$ 625.00**	$ -	$ 625.00	$ -	$ -	To be used for program costs such as family activities, games, and materials for home visits. No HFF funds will be used for the purchase of food. (100% KHA)
G. Assistance to Participants						
1. Client Assistance	**$ 1,875.00**	$ -	$ 1,875.00	$ -	$ -	Funds will be used to assist participants with needs such as pack-n-plays for safe sleep environments and transportation assistance for families (100% KHA).
Subtotal Assistance to Participants	**$ 1,875.00**	**$ -**	**$ 1,875.00**	**$ -**	**$ -**	
H. Office Expenses						
1. Telephone	**$ 3,675.00**	$ -	$ 3,675.00	$ -	$ -	Cellphones are $36 month for 36 employees (100% KHA)
2. Utilities	**$ -**	$ -	$ -	$ -	$ -	
3. Postage and Shipping	**$ 100.00**	$ -	$ 100.00	$ -	$ -	Funds to be used for mailing outreach materials to families (100% KHA).
4. Supplies	**$ 1,606.25**	$ -	$ 1,606.25	$ -	$ -	Funds will be used for office supplies needed to complete the contract requirements of the program (100% KHA).
5. Copying	**$ 82.00**	$ -	$ 82.00	$ -	$ -	Unforeseen copying needs outside our in house capabilities (100% KHA)..
Subtotal Office Expenses	**$ 5,463.25**	**$ -**	**$ 5,463.25**	**$ -**	**$ -**	
I. Operating Capital Outlay						
1. Machinery & Equipment	**$ -**	$ -	$ -	$ -	$ -	
2. Computers & Software	**$ 250.00**	$ -	$ 250.00	$ -	$ -	Funds reserved for the purchase of computers as needed. (100% KHA)
Subtotal Operating Capital Outlay	**$ 250.00**	**$ -**	**$ 250.00**	**$ -**	**$ -**	
J. Lease/Rent						
1. Equipment	**$ 281.25**	$ -	$ 281.25	$ -	$ -	Funds used for the rental of a postage machine (100% KHA)
2. Transportation	**$ -**	$ -	$ -	$ -	$ -	
3. Building	**$ -**	$ -	$ -	$ -	$ -	
Subtotal Lease/Rent	**$ 281.25**	**$ -**	**$ 281.25**	**$ -**	**$ -**	
K. Maintenance	**$ -**	$ -	$ -	$ -	$ -	
L. Insurance	**$ 3,467.50**	$ -	$ 3,467.50	$ -	$ -	$365 per person for 38 staff to cover general liability. (100% KHA).
M. Staff Travel	**$ 19,500.00**	$ -	$ 19,500.00	$ -	$ -	24 direct service staff @ $250 a month and 8 staff @ $50 a month + 1800 in funds to be used for travel and lodging to non-local trainings(100% KHA).
N. Conferences and Staff Training	**$ 250.00**	$ -	$ 250.00	$ -	$ -	Funds to be used for registration to non-local trainings (100% KHA).
O. Membership Fees and Subscriptions	**$ -**	$ -	$ -	$ -	$ -	
P. Advertising	**$ 129.75**	$ -	$ 129.75	$ -	$ -	Advertising for employment opportunities (100% KHA)
Q. Outside Printing and Artwork	**$ 50.00**	$ -	$ 50.00	$ -	$ -	Misc. printing of HFJ brochures and information (100% KHA)
R. Other Allowable Costs	**$ -**		**$ -**			
1. Data Storage		$ -	$ 1,200.00	$ -	$ -	$400 a month for data savers (100% KHA)
Subtotal Other Allowable Costs	**$ 1,200.00**	**$ -**	**$ 1,200.00**	**$ -**	**$ -**	
DIRECT EXPENSES TOTAL	**$ 432,584.75**	**$ 192,962.25**	**$ 239,622.50**	**$ -**	**$ -**	

Administrative Expenses						
Allocated Management and General Overhead, not to exceed 10% of HFF grant amount	$ 20,000.00	$ -	$ 20,000.00	$ -	$ -	$74400 for costs associated with admin expenses (HR , Administrative, and financial support) plus $5.6k for payroll processing (.005% of salaries) (100% KHA)
GRAND TOTAL (Direct and Administrative Expenses)	**$ 452,584.75**	**$ 192,962.25**	**$ 259,622.50**	**$ -**	**$ -**	
REVENUE SUMMARY						
(List Revenue Sources)						
1. Healthy Families Florida	**$ 192,962.25**	$ 192,962.25		$ -	$ -	
2. City of Jacksonville	**$ 259,622.50**	$ -	$ 259,622.50	$ -	$ -	
Total Anticipated Revenue (Must equal Grand Totals above)	**$ 452,584.75**	**$ 192,962.25**	**$ 259,622.50**	**$ -**	**$ -**	

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 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 HFF Grant, Cash Contrib., In-kind Contrib. and Other funding columns.

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.

(See attached "Instructions" for guidance in completing the budget and narrative)

5. Complete the Revenue Summary

List all of the revenue sources (including Healthy Families Florida) and their related grant amounts to support the "grand totals" of the Budget Summary.

You will classify each amount as either Cash Contrib., In-kind Contrib. or Other Funding.

Once all of the revenue sources and their related amounts have been entered, the Revenue Summary and Budget Summary totals should match.

Funding Period: 10/1/19 - 12/31/19
Lead Entity: Kids Hope Alliance
Project Name: Healthy Families Jacksonville
Contract # 15-20-02

Categories and Line Items	Total Cost of Program	HFF Grant	Cash Contrib. COJ	In-kind Contrib.	Other	Budget Narrative
Direct Expenses						
A. Salaries and Wages						
1. Program Manager	$ 15,986.25	$ 7,993.12	$ 7,993.13			Salary of Program Manager overseeing 37 staff (50% HFF, 50% KHA)
2. Assistant Program Manager (NEFHSC) 1.0	$ 12,180.00	$ 5,359.20	$ 6,820.80	$ -	$ -	Salary of APM (44% HFF, 56% KHA)
2. FAW/FSW Supervisor (NEFSHC) 1.0 (50HFF/50 KHA)	$ 9,862.50	$ 4,931.25	$ 4,931.25	$-	$-	1.0 FTE FAWS @ $39,450 (50%HFF/50%KHA)
3. FSW Supervisors (NEFHSC) 5.0	$ 45,325.00	$ 22,662.50	$ 22,662.50	$-	$-	Salaries & Wages - 2.0 FTE @ $35,150 and 2.0 FTE $36,500, 1 FTE at $38k (50% HFF/50% KHA)
4. FAW (NEFHSC) 4.0	$ 29,500.00	$ 14,750.00	$ 14,750.00	$-	$-	Salaries & Wages - 1@ $32k, 1@$29k, 1@$29k, 1 @$31k (50% HFF/50% KHA)
5. FSWs (NEFHSC) 24.0	$ 171,000.00	$ 85,500.00	$ 85,500.00	$-	$-	Salaries & Wages - 24 FTEs: Position funding assume $28500k avg wage. (50% HFF/50% KHA).
6. Intake Clerk (NEFHSC) 1	$ 7,389.20	$ 3,694.60	$ 3,694.60	$ -	$ -	1.0 FTE $14 hr (50% HFF/50% KHA)
7. Admin Assistant (NEFHSC) 1.0	$ 7,389.20	$ 3,694.60	$ 3,694.60	$ -	$ -	1.0 FTE $14 hr (50% HFF/50% KHA)
Subtotal Salaries and Wages	$ 298,632.15	$ 148,585.27	$ 150,046.88	$ -	$ -	
B. Payroll Taxes and Benefits	$ 88,753.97	$ 44,376.98	$ 44,376.99	$ -	$ -	Taxes and Benefits costs include: 7.65% FICA, Health Insurance @ $510 per month, 6% retirement .91% life/std, 1.97% workers compensation, .74% unemployment (50% HFF/50% KHA).
C. Program Consultants and Contractual						
1. Background Screenings	$ 875.00	$ -	$ 875.00	$ -	$ -	46 background screen tests @ $76. (100% KHA)
2. Drug Screens	$ 201.38	$ -	$ 201.38	$ -	$ -	23 drug screen tests @ $35. (100% KHA)
Subtotal Program Consultants & Contractual	$ 1,076.38	$ -	$ 1,076.38	$ -	$ -	
D. Other Consultants and Contractual						
1. Legal	$ -	$ -	$ -	$ -	$ -	
2. Audit	$ 1,912.50	$ -	$ 1,912.50	$ -	$ -	2018 audit cost $7,639.18 (100% KHA)
3. IT Support	$ 8,493.00	$ -	$ 8,493.00			$894 per employee * 38 employees. (100% KHA)

SUBJECT: Healthy Families Jacksonville

BID # ESC-0490-16

OPEN DATE: 7/20/16

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 45 NUMBER RECEIVED: 4 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to ratify the period of service from July 1, 2019 to date of award.

Recommend approval to extend the award with Northeast Florida Healthy Start Coalition for three (3) months from date of award through September 30, 2019 to allow time for a new bid to be advertised and awarded. Total revised expenditure amount is $452,584.75 for the three (3) month period, for an expenditure amount not to exceed $5,092,317.59.

Funding Source: JCPS192HF-08201 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Joe Peppers, 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: 8/08/19

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 8/8/19

APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. [illegible]

SUBJECT: Healthy Families Jacksonville

BID # ESC-0490-16

OPEN DATE: 7/20/16

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 45 NUMBER RECEIVED: 4 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Northeast Florida Healthy Start Coalition by $58,269.34 for the period ending June 30, 2019. Total revised expenditure amount is $1,782,869.34, for an expenditure amount not to exceed $4,639,732.84.

Funding for this award to be executed by formal contract amendment through the Office of General Counsel and encumbered by the following accounts: JCPS192HF-08201-JCP009-19

Attachments: Recommendation Memo and Previous Awards

ANALYST Annette Burney

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Mary Tobin, COO, 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: 2/21/19

OTHER

ACTION OF AWARDING AUTHORITY DATE 2/21/19

APPROVED DISAPPROVED:

OTHER:

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: Healthy Families Jacksonville

BID # ESC-0490-16 **OPEN DATE: 7/20/16**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: KIDS HOPE ALLIANCE (FORMERLY, JACKSONVILLE CHILDREN'S COMMISSION)

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 45 NUMBER RECEIVED: 4 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of three (3) renewal options with Northeast Florida Healthy Start Coalition for the period of July 1, 2018 through June 30, 2019. Total revised expenditure amount is $1,724,600.00, for an expenditure amount not to exceed $4,581,463.50.

*Funding for FY18 will be available upon approval of City Council legislation. Funding for FY19 will be available pending City Council Budget Ordinance.

Funding for this award to be executed by formal contract amendment through the Office of General Counsel and encumbered by the following accounts: JCPS192HF-08201

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

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

CONCURRENCE BY: Colin Murphy, Senior Director of Operations, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 6/21/18

_____ OTHER _____

ACTION OF AWARDING AUTHORITY DATE 6/21/18

APPROVED _____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: Health Families Jacksonville

BID # ESC-0490-16 **OPEN DATE: 7/20/16**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 45 **NUMBER RECEIVED: 4** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first (1) of three (3) renewal options with Northeast Florida Healthy Start Coalition, Inc., to provide Healthy Family Services for the Jacksonville Children's Commission for the period July 1, 2017 through June 30, 2018. The total annual expenditure not to exceed is $1,735,000.00. The total revised not to exceed expenditure is $2,856,863.50.

Funding Source: JCPS192HF-08201-JCP009-18, to be executed by amendment one (1) to formal contract #8722-17 through the Office of General Counsel.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo; Vendor Letter of Intent; Previous Award

ANALYST _____ RESPECTFULLY SUBMITTED _____
STEVEN BURAKOWSKI
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: JON HEYMANN, EXECUTIVE DIRECTOR, JACKSONVILLE CHILDREN'S COMMISSION

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 6/22/17

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 6/22/17

APPROVED _____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____
Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: Healthy Families Jacksonville

BID # ESC-0490-16 **OPEN DATE: 7/20/16**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – October 1, 2016 through June 30, 2017 with three (3) one (1) year renewal options

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 45 **NUMBER RECEIVED: 4** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity missing addendums 1 & 2 for Northeast Florida Healthy Start Coalition, The Bridge of Northeast Florida and Jewish Family and Community Services. The documents have been received.

Recommend approval of award to the highest scoring firm, Northeast Florida Healthy Start Coalition, to provide Healthy Families Services for the Jacksonville Children's Commission for the period of October 1, 2016 through June 30, 2017 in the not to exceed expenditure amount of $1,121,863.50.

Funding Source: JCPS192HF-08201-JCP009-17 – To be executed by formal contract(s) through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation, Evaluation Matrix and Scores

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2016. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

ANALYST _____ RESPECTFULLY SUBMITTED _____
ANNETTE BURNEY GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: JON HEYMANN, EXECUTIVE DIRECTOR, JACKSONVILLE CHILDREN'S COMMISSION

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 8-25-16

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 8/25/16

MK APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05