SUBJECT: Jacksonville Journey Out-of-School Time Teen Programming

BID # ESC-0451-16 **OPEN DATE: 4/20/2016**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – June 1, 2016 through May 30, 2017 with a 4-month extension and a one (1) year renewal option

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: **90** NUMBER RECEIVED: **22** OTHER: **1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award to increase Boys and Girls Club of Northeast Florida in the amount of $20,000.00 for the period ending September 30, 2017. Total revised estimated annual expenditure in the not to exceed amount of $791,588.00.

Boys and Girls Club of NE FL – increase by $20,000.00 from $50,000.00 to $70,000.00

Funding Source: JCOD019TP-08201 - To be executed by formal contract and contract amendment through the Office of General Counsel.

Attachments: Recommendation Memo and Previous Awards

BUYER _____ 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_____ MEMBERS DISAPPROVING_____ DATE:_____

_____ _____ OTHER_____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED_____ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

MEMORANDUM

TO: Gregory Pease, Chief of Procurement
Procurement Division

FROM: Jon Heymann, Executive Director/CEO
Jacksonville Children's Commission

Colin Murphy, Senior Director of Operations
Jacksonville Children's Commission

Joyce J. Watson, Assistant Director, Management Services
Jacksonville Children's Commission

SUBJECT: **Recommendations for Amended Award** – ESC-0451-16

DATE: **January 9, 2017**

As a result of additional funding provided by TD 17-049, the Jacksonville Children's Commission would like to request an additional $20,000.00 be allocated to BID ESC-0451-16 to Boys and Girls Club of North East Florida- bringing their total to $70,000.00.

(i) The scope of services for the recommended award is in included in the RFP and in the narrative response submitted as part of the evaluation. The scope of services for the RFP are attached.

(ii) A per-unit fee summary for Boys and Girls Club of North East Florida are attached as **Exhibit B.** The fee is $5.25/unit.

(iii) Other terms and conditions (i.e. duration, service period, etc.) have been included in the responses to the RFP and will be incorporated by reference into the final contract. NOTE: The additional funding will be executed via a nine month contract from January 1st, 2017 through September 30th, 2017

(iv) The second amended award has been included as **Exhibit C**.

The funding has been provided by the Jacksonville Journey Oversight Committee and appropriated via the Jacksonville City Council Ordinance 2016-504-E. The Jax Journey Schedule AG has been attached for reference as **Exhibit D.**

Recommended for award based on scoring and available funding:

Agency	Requesting	Awarded	Amended Award #1	Change in $$	Amended Award #2 (additional funding)	Change in $$	Amended Award #3 (additional funding)	Change in $$
Jacksonville Zoo	$115,480.00	$115,480.00	$115,480.00	$0.00	$115,480.00	$0.00	$115,480.00	$0.00
Groundworks Jacksonville	$90,170.00	$90,170.00	$90,170.00	$0.00	$90,170.00	$0.00	$90,170.00	$0.00
YMCA of Florida's First Coast	$60,585.00	$60,585.00	$60,585.00	$0.00	$60,585.00	$0.00	$60,585.00	$0.00
Girl Scouts of Gateway Council, Inc.	$79,818.00	$79,818.00	$79,818.00	$0.00	$79,818.00	$0.00	$79,818.00	$0.00
Kipp Jacksonville	$100,000.00	$96,446.00	$100,000.00	$3,554.00	$100,000.00	$0.00	$100,000.00	$0.00
Don't Miss A Beat	$89,340.00		$71,396.00	$71,396.00	$89,340.00	$17,944.00	$71,396.00	$0.00
Fresh Ministries	$114,040.00				$85,530.00	$85,530.00	$85,530.00	$0.00
Wayman Community Development Corp.	$100,000.00				$75,000.00	$75,000.00	$75,000.00	$0.00
Police Athletic League	$34,220.00				$25,665.00	$25,665.00	$25,665.00	$0.00
Boys and Girls Club of NE FL	$282,294.00				$50,000.00	$50,000.00	$70,000.00	$20,000.00
TOTAL					$771,588.00	$254,1398.00	$791,588.00	$20,000.00

Index Code: FY17: JCOD019TP - 08201 - $20,000.00

If you need additional information, please let us know. Thank you for your consideration.

Cc: Annette L. Burney, Purchasing Analyst, Procurement
Cynthia Nixon, Director, Finance
Colin Murphy, Senior Director of Operations
Debbie Verges, Project Director, Jax Journey
Katoia Wilkins, Jacksonville Children's Commission

Exhibit B

FORM 1 - SCHEDULE OF PROPOSED PRICES/RATES

Company Name Boys & Girls Clubs of Northeast Florida

SCHEDULE OF PROPOSED PRICES/RATES

*For proposals that are seeking payment on program completion only, the dosage would equal one (1)
*A writeable copy of this form in MS Word format may be requested via written request to the contact person in Section 1.12.

Budget Item	**Project Costs**	**Description/Explanation**
1. Salaries and Wages	$ 17,760 13,875 1,554	2 Lead YDS – 16 hrs/wk x 37 wks x $15.00/hr. 2 YDS – 16 hrs/wk x 37 wks x $12.50/hr. 1 YDS – 4 hrs/wk x 37 wks x $10.50/hr.
2. Fringe Benefits	$ 3,983	FICA, Unemployment, Health Insurance
Sub-Total Personnel (a) =	**$ 37,172**	
3. Travel/Mileage	$	
4. Rent/ Utilities	$	
5. Equipment/Furniture	$	
6. Program Supplies	$ 10,244	Curriculum, supplies, games, activities,
7. Printing and Marketing	$ 1,500	To advertise new hours and programs to the community
8. Consultants	$	
9. Other (specify)Quarterly Field Trips and Activities	$ 10,244	Transportation, supplies, incentives, awards for college field trips, guest speakers and programs, teen dances, basketball games, volleyball games,
10. Other (specify) Teen T-Shirts	$ 480	
Sub-Total Services Supplies (b) =	**$ 22,468**	
11. Sub-Contractors – Security Police Officers	$ 10,360	4 hrs/wk x $35/hr x 37 wks x 2 sites
12. Other (Specify)	$	
13. Other (specify)	$	
Sub-Total Other Costs (c) =	**$ 10,360**	
Grand Total Costs (d) = *(a) + (b)+(c)*	**$70,000**	
(d) divided by Number of proposed participants served	**$ 1,166.67**	
(e) divided by dosage* (i.e. #of days, #of sessions)	**$ 5.25**	**PROPOSED UNIT COST**

Handwritten Signature of Authorized Officer of Firm

Date

Paul Martinez, President/CEO
Print Individuals' Name and Title

(904) 396-4435
Contact Phone Number

SUBJECT: Jacksonville Journey Out-of-School Time Teen Programming

BID # ESC-0451-16 **OPEN DATE: 4/20/2016**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – June 1, 2016 through May 30, 2017 with a 4-month extension and a one (1) year renewal option

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 90 NUMBER RECEIVED: 22 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Award approved 10/20/16 for an increase to Kipp Jacksonville, Inc. in the amount of $3,604.00. Recommend approval to amend the award to correct the increase amount to $3,554.00, correcting the not to exceed amount to $517,449.00.

Recommend approval to amend the award to increased Don't Miss a Beat in the amount of $17,944.00, to add the contractors below in the amount of $236,195.00 for the period of January 1, 2017 through September 30, 2017. Total revised estimated annual expenditure in the not to exceed amount of $771,588.00.

Don't Miss a Beat, Inc. – increase by$17,944.00 from $71,396.00 to ~~$88,792.00~~ 89,340.00
Fresh Ministries – award amount $85,530.00
Wayman Community Development Corp. - $75,000.00
Police Athlethic League - $25,665.00
Boys and Girls Club of NE FL - $50,000.00

Funding Remains Unchanged:
Girl Scouts of Gateway Council, Inc. - $79,818.00; Groundworks Jacksonville, Inc. - $90,170.00; Jacksonville Zoo - $115,480.00; Kipp Jacksonville, Inc. - $100,000.00; YMCA of Florida's First Coast - $60,585.00

Funding Source: JCOD019TP-08201 - To be executed by formal contract and contract amendment through the Office of General Counsel.

Attachments: Recommendation Memo and Previous Awards

BUYER ANNETTE BURNEY RESPECTFULLY SUBMITTED 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: 12-08-16

OTHER

ACTION OF AWARDING AUTHORITY DATE 12/10/16

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: Jacksonville Journey Out-of-School Time Teen Programming

BID # ESC-0451-16 OPEN DATE: 4/20/2016

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – June 1, 2016 through May 30, 2017, with a 4-month extension and the option to renew for one (1) additional year

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 90 NUMBER RECEIVED: 22 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award to add Don't Miss a Beat, Inc. in the amount of $71,396.00 through September 30, 2017; and increase the amount to Kipp Jacksonville, Inc. by $3,604.00 to $100,000.00. Total revised estimated annual expenditure for the initial period ending May 30, 2017 in the not to exceed amount of $517,499.00.

Don't Miss a Beat, Inc. - $71,396.00
Kipp Jacksonville, Inc. - increased by $3,604.00, from $96,396.00 to $100,000.00

Funding Remains Unchanged:
Girl Scouts of Gateway Council, Inc. - $79,818.00
Groundworks Jacksonville, Inc. - $90,170.00
Jacksonville Zoo - $115,480.00
YMCA of Florida's First Coast - $60,585.00

Funding Source: JCOD019TP-08201 - To be executed by formal contract and contract amendment through the Office of General Counsel. (Various Contract)

Attachments: Recommendation Memo, Tabulation, Scoring Matrix and Previous Award

BUYER ANNETTE BURNEY RESPECTFULLY SUBMITTED 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: 10/20/16

OTHER

ACTION OF AWARDING AUTHORITY DATE 10/20/16

MR 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: Jacksonville Journey Out-of-School Time Teen Programming

BID # ESC-0451-16 **OPEN DATE: 4/20/2016**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – June 1, 2016 through May 30, 2017, with a 4-month extension and the option to renew for one (1) additional year

FOR: JACKSONVILLE CHILDREN'S COMMISSION

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 90 NUMBER RECEIVED: 22 OTHER: 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the five (5) contractors listed below to provide out-of-school time teen programming for the period of June 1, 2016 through May 30, 2017 in the not to exceed expenditure amount of $442,499.00:

Girl Scouts of Gateway Council, Inc. - $79,818.00
Groundworks Jacksonville, Inc. - $90,170.00
Jacksonville Zoo - $115,480.00
Kipp Jacksonville, Inc. - $96,446.00
YMCA of Florida's First Coast - $60,585.00

The remaining 13 respondents listed in the attached memo and outlined in Attachment 1 will not be awarded due to lack of funding or low score.

Funding Source: JCOD019TP-08201 - To be executed by formal contract(s) through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation, Evaluation Matrix and Scores

BUYER _____ ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____ For 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 _____ DATE: 5-26-16

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 5/26/16

MR APPROVED ✓ DISAPPROVED: _____

OTHER: _____

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

	5/26/2016	10/20/2016	12/10/2016	1/19/17 (pending)
Girls Scouts	$ 79,818.00			
Groundworks	$ 90,170.00			
Jax Zoo	$ 115,480.00			
Kipp	$ 96,446.00	$ 3,554.00		
YMCA	$ 60,585.00			
Don't Miss a Beat		$ 71,396.00	$ 17,944.00	
Fresh Ministries			$ 85,530.00	
Wayman			$ 75,000.00	
PAL			$ 25,665.00	
Boys & Girls			$ 50,000.00	$ 20,000.00
			$ 254,139.00	
NTE	$ 442,499.00	$ 517,449.00	$ 771,588.00	$ 791,588.00