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SINGLE SOURCE AWARD **BID # SS-15264-24**

Subject: FERST READERS OF DUVAL COUNTY PROGRAM

Department: Kids Hope Alliance

Description of Purchase:

Recommend approval to amend the terms of the agreement with Ferst Readers, Inc., to April 1, 2024 through March 31, 2025 with three (3) one (1) year renewal options. Total expenditure remains not to exceed $100,000.00.

Funding Source: 11415.181106.534100.010349.00000000.00000.0000000 – to be executed by formal contract through the Office of General Counsel and processed via purchase order releases.

Single Source Award To: Ferst Readers, Inc.

Price Justification: N/A

Total Award: $100,000.00 **Requisition**: N/A

Attachments: Agency Memo, Previous Award

Certification as to Single Source: Saralyn Grass, CEO, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Olive Wallace-Cohen

Dustin Freeman, Chief
Procurement Division

RW

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY **DATE**: _____

APPROVED_____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 4/2017

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

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

CC: Kenneth Darity, Chief Administrative Officer

DATE: April 10, 2024

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) Recommend approval to amend the terms of the agreement for Ferst Readers, Inc. of Duval County. to April 1, 2024 through March 31, 2025 with up to three (3) one-year renewal options. The total expenditure amount is $100,000.00.

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

KHA anticipates funding as follows:

Account Name	Fund	Center	Account	Project	Activity	Interfund	Future	Amount
ARP	11415	181106	534100	010349	00000000	00000	0000000	$100,000.00

Total Funding **$100,000.00**

For additional information, please contact Kenneth Darity at (904) 255-4422 or kdarity@coj.net

Attachment(s): Single Source Justification
Scope of Services

Cc: Olive Wallace Cohen, Buyer
Joyce Watson, Director Administration, Contracts & Purchasing
Jessica Pitts, Director, Finance

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SINGLE SOURCE AWARD **BID # SS-15264-24**

Subject: FERST READERS OF DUVAL COUNTY PROGRAM

Department: Kids Hope Alliance

Description of Purchase: Recommend approval to retroact the period of service from January 1, 2024 through date of award.

Recommend approval of single source award to Ferst Readers, Inc., to provide the Ferst Readers of Duval County Program that will provide books for up to 3,174 children and classrooms at the childcare centers in the school boundaries of the eight (8) identified Read Jax Schools. Period of service will be from date of award through May 31, 2024 with three (3) one (1) year renewal options. Total expenditure not to exceed $100,000.00.

Funding Source: 11415.181106.534100.010349.00000000.00000.0000000 – to be executed by formal contract through the Office of General Counsel and processed via purchase order releases.

Single Source Award To: Ferst Readers, Inc.

Price Justification: N/A

Total Award: $100,000.00 **Requisition**: KHOD-500872-24

Attachments: Agency Memo, Single Source Form, Vendor Quote, Ordinance 2023-847-E, Board Minutes

Certification as to Single Source: Saralyn Grass, CEO, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Olive Wallace-Cohen

Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 2/22/2024

ACTION OF AWARDING AUTHORITY **DATE:** 2/22/2024

APPROVED ✓ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

FORM GB-113, Revised 4/2017