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

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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 _____

MEMORANDUM

TO: Gregory Pease, Chief of Procurement
Procurement Division

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

SUBJECT: **Request to Amend the Award Funding to the Proposed Agencies for the Special Needs Programs and Services BID - ESC-0218-20**

DATE: January 6, 2021

The Kids Hope Alliance on behalf of the City of Jacksonville, respectfully request to Amend the Award for the Special Needs Programs and Services Contracts as listed below. The contract amendment is to extend the contracts one month and increase the award by $41,720.00 for the providers listed in the table. The term of the contract will be July 1, 2020 through July 31, 2021 to line up with the school year. Upon approval of this award, all of the programs/contracts under the RFP will have the same renewal period.

The action item was approved by the KHA Board on October 21, 2020. Please see attached supporting documentation:

1. Attachment 1: Board Action Item
2. Provider Letter of Intent from 4 Organizations
3. Previous Award

Agency	Contract #	Original	Amt of Increase	FY 20/21 (13 mos)
Youth Crisis Center	70219-20	$158,508	$ 13,209	$ 171,717
Center for Children's Rights	70221-20	$150,000	$ 12,500	$ 162,500
I.M. Sulzbacher	70222-20	$112,156	$ 9,346	$ 121,502
Daniel	70220-20	$ 79,979	$ 6,665	$ 86,644
			$ 41,720	

Upon approval of this amendment to the Award, the contracts will be executed by formal contracts through the Office of General Counsel. The funding of the listed Agencies will be from the following Accounting Codes:

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181001	582001	000000	00000459	00000	0000000

BOARD ACTION ITEM: ONE MONTH EXTENSION OF SEVEN CONTRACTS

ESSENTIAL SERVICE CATEGORIES: **SPECIAL NEEDS**
JUVENILE JUSTICE

GOVERNANCE MEETING: **OCTOBER 5, 2020**

FINANCE MEETING: **OCTOBER 14, 2020**

BOARD MEETING: **OCTOBER 21, 2020**

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

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

REQUESTED ACTION:
The Board is asked to authorize the following actions:

1. Approve the extension of the seven contracts listed below for one month at the listed funding amount.

2. Authorize the CEO to execute contract amendments extending the listed contracts and any other documents necessary and appropriate to carry out the intent of (1) above.

NARRATIVE:
KHA Staff would like to request the extension of the following contracts for one month for the purpose of administratively lining them up with our new contract year of August-July. Currently, these providers are funded from July-June.

The following providers were initially funded through recapture funds made available for use under KHA's Special Needs RFP and Juvenile Justice RFP as approved by the Kids Hope Alliance Board (May 20th, 2020) and City Council through Ordinance #2020-0221. All the below programs applied for funding under their respective RFP and scored high enough to be funded. Because of the timing of this funding, their contracts were effective July 1, 2020 through June 30, 2021, with two optional one-year renewal periods. In order to line them up with the rest of the contracts under these RFPs, we would like to extend them for one additional month. This way all of the programs under these two RFPs will have the same renewal period, if the Board chooses to renew them and KHA has adequate funds available.

Agency	Current Amount	Additional Amount	New 13 Month Amount
Special Needs			
Youth Crisis Center	$158,508	$ 13,209	$ 171,717
Center for Children's Rights	$150,000	$ 12,500	$ 162,500
I.M. Sulzbacher	$112,156	$ 9,346	$ 121,502
Daniel	$ 79,979	$ 6,665	$ 86,644
		$ 41,720	

daniel
Improving the odds for kids.

November 23, 2020

Mary Nash
Director of Special Needs
Kids Hope Alliance
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

Dear Ms. Nash:

I am submitting this letter as notification to the City of Jacksonville Kids Hope Alliance of the intent of Daniel Memorial, Inc. to continue operation of the Project Prepare Program for Homeless Teens through July 31, 2021 for the revised contract price of $86,644.00.

Thank you for the opportunity to continue to provide quality services for this very important special needs population.

Sincerely,

Lesley A. Wells
President/CEO

Administrative Offices
4203 Southpoint Boulevard
Jacksonville, FL 32216
(904) 296-1055
FAX: (904) 296-1953

Residential Campus
3725 Belfort Road
Jacksonville, FL 32216
(904) 296-1055
FAX: (904) 448-7700

Independent Living Village
1526 Parental Home Road
Jacksonville, FL 32216
(904) 296-1055
FAX: (904) 296-1953

Accredited by the Council on Accreditation For Children and Family Services
Florida Adoption Information Center
800-96-ADOPT
www.danielkids.org

CENTER FOR
CHILDREN'S RIGHTS

www.jaxccr.org
(904) 242-6936
bdobbins@jaxccr.org

November 23, 2020

Dear Ms. Nash,

Please consider this letter our letter of intent to confirm that we are still interested in providing the services we outlined in our response to the Special Needs RFP, for an extended 13 month period through July 31, 2020. Our original request was for $150,000; the additional prorated amount for July 2020 is $12,500 for a total of $162,500.

We have experience providing a continuum of restorative justice practices to youth at risk of and involved in the juvenile justice space. KHA's Special Needs funding will not be used to duplicate or supplant funding we received through the STCG.

We are grateful for the opportunity to serve children with special needs in our community and are grateful for the support that KHA is extending to us through this funding opportunity.

Warm regards,

Betsy Dobbins, Esq, MSW
Executive Director
bdobbins@jaxccr.org

SULZBACHER
HOUSING. HEALTHCARE. HOPE.

December 4, 2020

Mary E. Nash
Director of Special Needs
Kids Hope Alliance
1095 A Philip Randolph Blvd.
Jacksonville, FL 32206

Dear Ms. Nash:

Pursuant to your email correspondence of November 20, 2020, please accept this letter as confirmation of Sulzbacher's intent to provide Special Needs services as requested through July 31, 2021 for the amount of $121,502.00.

These funds will not be used to duplicate or supplant any other funding received from either the Kids Hope Alliance or the City of Jacksonville.

Thank you for your time and interest is support of the children of Jacksonville.

Sincerely,

Cindy Funkhouser

Cindy Funkhouser
President & CEO

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

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

YouthCrisisCenter
Embracing Families. Transforming Lives.

November 25, 2020

To Whom It May Concern,

On behalf of Youth Crisis Center, I am writing to express our intent in continuing to offer services as identified in our Special Needs RFP for an additional month with an end date of July 31, 2021. This prorated amount will be for a total of $171,717 due to a 1-month KHA Board approved extension.

Thank you for your support of YCC and I look forward to continuing our partnership as we work towards strengthening the children and families in our community.

Respectfully,

Kim Sirdevan, LCSW
President and CEO

3015 Parental Home Road • Jacksonville, FL 32216 • 904.725.6662 • 1.877.720.0007 • fax: 904.724.8513 • ycc.org
Youth Crisis Center is an equal opportunity agency

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, 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 - $494,525.00
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

OTHER

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

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. – $79,979.00
I.M. Sulzbacher Center for the Homeless, Inc. - $112,156.00
Youth Crisis Center, Inc. - $158,508.00 ($79,254.00 is subject to FY21 budget approval)

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

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

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Saralyn Grass, Chief Program Officer, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 6/25/20

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 6/26/20

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20

OPEN DATE: 9/11/19

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

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

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

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

Attachments: Recommendation Memo and Previous Award

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

CONCURRENCE BY: Saralyn Grass, CPO, Kids Hope Alliance

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

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

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/5/19

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

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 10/3/19

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: Special Needs Programs and Services

BID #: ESC-0218-20

OPEN DATE: 9/11/19

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

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

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

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

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

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

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

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

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

OTHER:

ACTION OF AWARDING AUTHORITY

DATE 10/17/19

MR APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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