SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21 **OPEN DATE:** 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Goodwill Industries, Inc. by $20,000.00 for the initial period ending July 31, 2022. Total revised expenditure amount not to exceed $1,120,000.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Joyce Watson, Director of Administration, Contract and Purchasing, 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 _____

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

MEMORANDUM

TO: Gregory Pease, Chief of Procurement
Procurement Division

FROM: Michael Weinstein, CEO, Kids Hope Alliance
Saralyn Grass, CAO, Kids Hope Alliance
Kenneth Darity, CPO, Kids Hope Alliance
Joyce Watson, Director, Administration, Contract and Purchasing

SUBJECT: **Request to Amend Procurement Award ESC-0315-21 – Goodwill Industries of North Florida, Inc.,** to Increase Award Amount by $20,000.00 and Increase POA-70979-21

DATE: **May 10, 2021**

The Kids Hope Alliance on behalf of The City of Jacksonville, respectfully requests to amend the award to increase the Agreement Amount by $20,000.00 from $1,100,000.00 to $1,120,000.00 with Goodwill Industries of North Florida, Inc., for the Mayor's Youth at Work Partnership Program. This request provides additional funding through a grant from Cities for Financial Empowerment Fund to support staffing to help participants with opening safe financial accounts and receive financial education services.

The Funding Source:

FUND	CENTER	ACCOUNT	PROJECT	ACTIVITY	INTERFUND	FUTURE
10901	181007	582001	000000	00000000	00000	00000000

Please see the following attached documents:

1. Copy of Prior Award
2. Copy of Authority to Amend

Upon approval of this request, please increase POA-70979-21 by $20,000.00 from $1,100,000.00 to $1,120,000.00, the contract will be executed by formal contract through the Office of General Counsel. If you need any additional information, please let us know.

Cc: Annette L. Burney, Purchasing Analyst, Procurement
April Hart, Assistant Director, KHA Finance

SUBJECT: Mayor's Youth at Work Partnership Program

BID #: ESC-0315-21

OPEN DATE: 2/24/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – April 1, 2021 through July 31, 2022 with four (4) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity missing Form 3, Insurance Agent Acknowledgement not submitted by Goodwill Industries, Inc. Recommend approval of award to Goodwill Industries to provide programming for the Mayor's Youth at Work Partnership Program. Period of service is from April 1, 2021 through July 31, 2022 with four (4) one (1) year renewal options. Total expenditure amount not to exceed $1,100,000 00

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scores and Evaluation Criteria

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dr. Saralyn Grass, Chief Programs 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 4/1/21

Teresa L. Eibner _____ OTHER _____

_____

_____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 4/6/21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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