Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Summer Camp Enhancement Field Trips 2026

Requested Action and Justification:

Requesting approval of a Single Source Award for Summer Camp Enhancement Field Trips 2026 for "at-hope" students as outlined in Exhibit 1 (Unique Field Trip Experiences for Summer 2026 - admission fees to venues for KHA-funded summer camp participants). Period of service is from June 1, 2026 through July 31, 2026. Total expenditure amount not to exceed $259,896.85.

Upon approval of this request, Purchase Orders will be issued for each supplier listed on Exhibit 1.

Supplier:	Multiple	**Basis of Award:**	N/A	**BID Opening Date:**	

POA #:	N/A	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	SS 17657 26	**Contract #:**	N/A	**Contract ADM #:**	N/A
Term:	One Time Project	**Options:**	N/A	**Options Used:**	N/A

Federally Funded:	No	**JSEB Rec:**	N/A
Licenses Verified:	No	**JSEB %:**	N/A
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	10901	**Center:**	181001	**Acct:**	582001	**Proj:**	000000	**Activity:**	00000455	$ 259,896.85
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 259,896.85	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	JCOD:OFFICE OF THE DIRECTOR		
Concurrence:	Signed by: Krigsvar, Dana 66F0674D01C042C...	**Title:**	KHA - INTERIM CHIEF EXECUTIVE OFFICER 3/23/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Wallace Cohen, Olive 4517B2180AE148B...	**Chief of Procurement:**	Signed by: 3/31/2026 B19F1D517352456...
Name:	Wallace Cohen, Olive	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

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PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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KIDS HOPE ALLIANCE

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Dr. Dana Kriznar, Interim Chief Executive Officer
Kids Hope Alliance (KHA)

CC: Kenneth Darity, Chief Administrative Officer

SUBJECT: Request for a Single Source Award, Field Trip Enhancement Summer 2026 -- $259,896.85

DATE: February 25, 2026

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 the following:

1. Request a Single Source Award to create Purchase Orders for summer field trip experiences for "at-hope" students as outlined in Exhibit 1, Unique Field Trip Experiences for Summer 2026 (admission fees to non-profit venues for KHA-funded summer camp participants), in the amount of $259,896.85. Period of service is from June 1, 2026, through July 31, 2026. The total expenditure amount not to exceed $259,896.85.

Upon approval of this request, Purchase Orders will be executed by the City of Jacksonville Procurement Department for each supplier listed on Exhibit 1.

KHA anticipates funding as follows:

Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
ESP - Out-of-School Time	10901	181001	582001	000000	00000455	00000	0000000

Total Funding **$259,896.85**

Attachment(s): Exhibit 1
Board Action Item Dated 2/25/26
Scope of Work: Clara White Mission, Inc.
DeEtte Holden Cummer Museum Foundation, Inc. dba Cummer Museum of Art & Gardens
Diamond D Ranch, Inc.
Indigo Sports, LLC
Hands on Children's Museum, Inc.
Jacksonville Humane Society, Inc.
The Jacksonville Zoological Society, Inc.
The Boys' and Girls' Clubs of Northeast Florida, Inc.
Museum of Contemporary Art Jacksonville, Inc
Shiva Robotics LLC
TSH Capital Ventures LLC
The Arts Corner Kidz Network, Inc.
Ritz Theatre & LaVilla Museum, Inc.
The Catty Shack Ranch Wildlife Sanctuary, Inc.
Historic Eastside Community Development Corporation
The Selfie Showroom LLC
Tree Hill, Inc.
Tamika's School of Epicure, Inc.

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

Cc: Dasha Herrin, Buyer
Jessica Pitts, Director, Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing

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UNIQUE FIELD TRIP EXPERIENCES FOR "AT-HOPE" STUDENTS_2026 - SINGLE SOURCE						
Item #	**Legal Name**	**Description**	**# of Students**	**Unit**	**Unit Price**	**Extended Price (Up to)**
1	Clara White Mission, Inc.	Clara White Harvest Farms	429	EA	$7.00	**$3,003.00**
2	DeEtte Holden Cummer Museum Foundation, Inc. dba Cummer Museum of Art & Gardens	Cummer Museum of Art and Gardens	625	EA	$12.00	**$7,500.00**
3	Diamond D Ranch, Inc.	Diamond D Ranch	1,875	EA	$16.00	**$30,000.00**
4	Indigo Sports, LLC	Brentwood Golf Course	950	EA	$20.00	**$19,000.00**
5	Hands on Children's Museum, Inc.	Hands-On Children's Museum	833	EA	$6.00	**$4,998.00**
6	Jacksonville Humane Society, Inc.	Jacksonville Humane Society	140	EA	$5.00	**$700.00**
7	The Jacksonville Zoological Society, Inc.	Jacksonville Zoo and Gardens	1253	EA	$19.95	**$24,997.35**
8	The Boys' and Girls' Clubs of Northeast Florida, Inc.	McKenzie's Camp Deep Pond	1200	EA	$50.00	**$60,000.00**
9	Museum of Contemporary Art Jacksonville, Inc	Museum of Contemporary Art (MOCA)	500	EA	$5.00	**$2,500.00**
10	Shiva Robotics LLC	SHIVA Robotics Academy	750	EA	$40.00	**$30,000.00**
11	TSH Capital Ventures LLC	Skate City Jacksonville	950	EA	$20.00	**$19,000.00**
12	The Arts Corner Kidz Network, Inc.	The Arts Corner Kidz Network, Inc.	1375	EA	$20.00	**$27,500.00**
13	Ritz Theatre & LaVilla Museum, Inc.	The Ritz Theatre and Museum	500	EA	$5.00	**$2,500.00**
14	The Catty Shack Ranch Wildlife Sanctuary, Inc.	Catty Shack Ranch	300	EA	$10.00	**$3,000.00**
15	Historic Eastside Community Development Corporation	Historic Eastside Community Development Corporation	375	EA	$20.00	**$7,500.00**
16	The Selfie Showroom LLC	The Selfie Showroom	285	EA	$20.00	**$5,700.00**
17	Tree Hill, Inc.	Tree Hill Nature Center	722	EA	$9.00	**$6,498.00**
18	Tamika's School of Epicure, Inc.	Tamika's School of Epicure, Inc	193	EA	$28.50	**$5,500.50**
		TOTAL	**13,255**			**$259,896.85**

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: _____Eartha's Farm & Market_____

Primary Contact Name: _____Alexis Ross_____

Email Address: _____aross@clarawhitemission.org_____ Contact Phone: _____904-354-4162_____

**Target Population: _____k-12_____ Student/Teacher Ratio: ___10:1_____

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open:

Scope of Work & Services Provided:

Eartha's Farm and Market is an urban farm and market. We feature an apiary, annual gardens, fruit trees, a market and over 10.5 acres of outdoor space. We host field trips that provide hands on learning experiences. Students get a tour, can interact with plants, learn about soil health, bees. Students also learn about historic figure Eartha MM White, the founder of our organization, and the important work she has done in our community and across the globe.

Cost for Services:

Per Student: _____$7_____

Per Group of _____ Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Cummer Museum of Art & Gardens

Primary Contact Name: Hannah Vaffis

Email Address: _reservations@cummermuseum.org_ Contact Phone: 904-899-6038

**Target Population: __Elementary and Middle school ages___ Student/Teacher Ratio: 10:1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Tuesday through Friday, tour timesoffered: 11 a.m. to 12 p.m., 12:15 to 1:15 p.m.

Scope of Work & Services Provided:

The Cummer Museum of Art & Gardens offers guided tours led by docents and self-guided visits that allow students to explore the beauty of original works of art and historically significant gardens at their own pace.

Guided tour theme offerings:
What's an art museum? (Types of Art) - This tour explores the different types of art represented in the subjects of paintings and sculptures. The preselected artworks range from portraits, cityscapes, landscapes, still-lifes, mythological and religious scenes, and mixed media. [Best for Middle & High students]

Artful Animals - Explore the variety of animals in paintings and sculptures in the collection. [Best for Elementary students]

To be included in our communication about the offerings for Summer 2026, visit: https://forms.office.com/r/UxMWMLJXkV

Cost for Services:

Per Student: __$12_____

Per Group of _____ Students: _____

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

KHA
Field Trip Enhancement Scope of Work Summer 2026

Vendor Name: Diamond D Ranch, INC

Primary Contact Name: Erica Alexander

Email Address: info@diamonddranchinc.com Contact Phone: 904-289-9331

**Target Population: _____ Student/Teacher Ratio: 15/1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Tuesday- Friday (Field Trips run from 10am-1pm).
Office hours are 9am-4pm

Scope of Work & Services Provided:

Field Trips are educational and allow children to learn about farm to table while having a hands on learning experience.
Some activities included are

- Animal orientation
- Milking our fabricated cow
- Wagon rides
- Pony rides
- Nature walks

As well as a few other activities

Costs for Services:

Per Student: $16.00

Per Group of 30 Students: $480.00 (minimum 30 people)

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Brentwood Golf Course_____

Primary Contact Name: _____Monty Duncan_____

Email Address: _____mduncan@brentwoodgolfcourse.com_____ Contact Phone: _____904-325-1633_____

**Target Population: _____25_____ Student/Teacher Ratio: ____3/1_____

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open:

Scope of Work & Services Provided:

Scope of Work

Provide a safe and fun introduction to the sport of golf. Provide and an opportunity for kids to be on a golf course and learn the fundamentals of the sport of golf. We will teach them the different parts of the golf course, how to behave at a golf course. Explain what the different clubs are when different clubs should be used. To provide all information in fun and easy to learn way.

Cost for Services:

Per Student: _____20.00_____

Per Group of __500_____ Students: _____25_____

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Hands On Children's Museum

Primary Contact Name: Pamela Locke

Email Address: hocm2000@bellsouth.net Contact Phone: 904-568-6339 cell/ 642-2688

**Target Population: Pre k – 3rd graders Student/Teacher Ratio: 10/1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: MONDAY – FRIDAY 9:30-5:00

Scope of Work & Services Provided:

Hands On Children's Museum offers 25 hands-on exhibits for students to use their imaginations and interact with including: cash a check in the Kids Bank, or write a letter in the post office, see yourself on TV or be on the radio, dress up like a veterinarian and check out all the animals, learn boat safety in our boat, climb in the climbing tubes and ball pit, go grocery shopping in Lil' Winn Dixie, put on a puppet show, dress up and step out on the stage in front of an audience, order lunch in the 50's café, learn about disabilities and play wheelchair basketball, play on 1 of 8 train sets or ride in the 8' train, learn fire safety, put out fires in the 12' fire truck, transport the sick in the ambulance, go down the fire pole, name all the planets in the Space room and visit space in the Space Module or put magnets together on one of the light tables and more.

Cost for Services:

Per Student: $6.00 / 1 adult is free as a chaperone for every 10 students
extra adults $6.00 each

Per Group of 40 students max 2 hour time limit / ½ hour extra for lunch

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Jacksonville Humane Society

Primary Contact Name: Savanna New

Email Address: snew@jaxhumane.org Contact Phone: 904.493.4573

**Target Population: Students ages 7 and up Student/Teacher Ratio: 10:1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Mondays from 10-11 or 10:30-11:30 – limited availability

Scope of Work & Services Provided:

Field trips to the Jacksonville Humane Society include:

- Brief orientation to JHS – who we are and what we do, how people can help
- Tour of the JHS Adoption Center
- Fun and educational take-home activity

May not be suitable for:

- Children with severe peanut allergies (we use large quantities of peanut butter throughout the shelter every day)
- Children who are afraid of dogs and/or cats
- Children with dog and/or cat allergies
- Children with sensory needs (smells, loud barking in certain areas)
- Children unable to follow safety rules such as not sticking fingers into kennels

We can accommodate a maximum of 20 children total per field trip.

Cost for Services:

Per Student: $5 per student

Per Group of _____ Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Jacksonville Zoo and Botanical Gardens

Primary Contact Name: Audrey Moore

Email Address: moorea@jacksonvillezoo.org Contact Phone: 904-757-4463 x600

**Target Population: K-12th Grades
Student/Teacher Ratio: For every 10 students 1 adult is required

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: 9am to 5pm

Scope of Work & Services Provided:

The Jacksonville Zoo and Botanical Gardens offers self-guided field trips during summer!

Groups of 15 or more during the summer months qualify for the Summer Group Rate.
1 adult chaperone for every 10 Children is required.

- $19.95 Students
- $24.95 Adults
- Upgrades and add on experiences available at an additional charge
- Groups MUST identify themselves at time of booking as being funded through KHA to qualify
- Please see attached additional document with Field Trip Policies and FAQ

Cost for Services:

Per Student: $19.95 (Standard Summer Group Rate Admission)

Per Group of _____ Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: McKenzie's Camp Deep Pond - Boys & Girls Clubs of Northeast Florida
Primary Contact Name: Tom Stinson

Email Address: thomass@bgcnf.org Contact Phone: 904 909-1999

**Target Population: children Kindergarten through 12th grade Student/Teacher Ratio: 1:10

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Summer Adventure Camp (public) 6/1-7/31, 2026. 10:00-4:00pm
Summer Camp (KHA providers) 6/8-7/24, 2026. Monday-Fridays 10:00am-4:00pm

Scope of Work & Services Provided:

McKenzie's Camp Deep Pond is owned and operated by The Boys & Girls Clubs of Northeast Florida. It is a wonderful place for kindergarten through 12th-grade children to explore, play and find joy in the outdoors. Activities include swimming and kayaking at "Kayak Cove," swimming and playing on the floating obstacle course at "The Beach," trail bikes and carts, archery and slingshot ranges, volleyball, fishing, gaga ball, nature study, camp games, hiking and more. At MCDP, our well-trained lifeguard staff and camp counselors provide a safe environment for all. We strive to ensure that campers and visiting adults have life-changing outdoor experiences. New friendships are made, laughter and singing echoes through the woods and across our pristine lake. Campers find joy, confidence, character, and discover how much fun outdoor adventure can be. Daily capacity is 265 campers. Please call or email for reservations.

Cost for Services:

Per Student: $50 per student Adults are free

Per Group of _____ Students: _____

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KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: MOCA Jacksonville_____

Primary Contact Name: Matthew Patterson_____

Email Address: matthew.patterson@unf.edu_____
Contact Phone:904.620.3221_____

**Target Population: _K-12_____ Student/Teacher Ratio: _10/1_____

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Tours are available Tuesday – Friday between 10 a.m. and 3 p.m.

Scope of Work & Services Provided:

Quality educational programming is an important part of MOCA Jacksonville's mission to promote the discovery, knowledge, and advancement of the art, artists, and ideas of our time. MOCA offers a variety of program opportunities for schools, including in-person and virtual school tours, in-classroom resources, and engagement opportunities that support literacy, critical thinking, and communication skills.

School groups will tour the galleries with a Museum Educator to experience exciting, contemporary artworks firsthand, then visit the studio workshops to create artwork inspired by their visit. All school tours follow grade-level specific curriculum standards.

Tours are available Tuesday – Friday between 10 a.m. and 3 p.m. Reservations are required at least 2 weeks in advance. Groups are limited to 50 students per tour time.

Cost for Services: $5 per student, 1 free chaperone per 10 students up to 5

Per Student: _____

Per Group of _____ Students: _____

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Shivaji Foundation

Primary Contact Name: Kalai Sankar

Email Address: build@shivarobotics.com Contact Phone: 904 704 7046

**Target Population: Preschool, Elementary, Middle, High School Students Teacher Ratio: 25:1

**Please indicate in the Scope of Work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Monday through Friday, 8 am through 3 pm

Scope of Work & Services Provided:

Students will have hands-on experience building, coding functional LEGO Robotic Models. Students will see a demonstration of a wide range of humanoids, animatronic models, 3D printed models, and service robots. Students in pre-school through high school work with robotic kits of different complexity levels. Students use the programming devices to do drag-and-drop block-based programming to control the motors and sensors. The field trip will be interspersed with lots of fun robot simulation activities!

Cost for Services: $40/student

Per Student: $40/student

Per Group of 25 Students: $1000

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

ATTN: D. Sibley

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Skate City Jacksonville / Location 9244-Arlington Expressway Jax FL 32225

Primary Contact Name: Terry Harris

Email Address: yokenterry@yahoo.com Contact Phone: 904-234-5655

**Target Population: 50/75 Guest Student/Teacher Ratio: 10/to 1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: 10am 3:30pm mon/Tues/wednesday/Thursday/Fridays

Scope of Work & Services Provided:

Recreational Rollerskating
1. Provide clean, safe, family entertainment facility. for the sport of rollerskating to include arcade and mini golf.
2. Lunch Provided if needed - at cost
3. No Transportation Provided

Cost for Services:

Per Student: $20.00 each rollerskates. included

Per Group of 50/75 Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

ATTN. D. Sibley

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Planet Skate Roller Rink (Location) 9441 - Lem Turner Rd Jax Fla 32208

Primary Contact Name: Terry Harris

Email Address: ujokenterry@yahoo.com Contact Phone: 904-234-5655

**Target Population: 50/75 guest Student/Teacher Ratio: 10 to 1

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: 10 AM - 3:30pm - Mon/Tue/Wend/Thur/Friday.

Scope of Work & Services Provided:

Recreational Roller Skating
1. Provide, clean, safe, family entertainment facility for the sport of roller Skating to include arcades and mini golf
2. Lunch Provide if needed - At Cost
3. No Transpertation - Provided

Cost for Services:

Per Student: $20 each - roller skates included

Per Group of 50/75 Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: The Arts Corner KIDZ Network Inc.(TAC)

Primary Contact Name: Ms. V. Andrea Davis

Email Address:adavis@theartscorner.org Contact Phone: (904)521 - 1870 or (904)536 - 9299

**Target Population: Students K-12 Student/Teacher Ratio: Elementary 8:1 but varies in Mid./High

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: M-F 9:00a - 4:00p we primarily travel to location of summer camps

Scope of Work & Services Provided:

The Arts Corner KIDZ Network Inc. provides unique, personalized, creative experiences for students of all ages. We stimulate young artists' creative abilities through the Visual Arts, improving perception, observation, and critical thinking skills . We offer each student a:

- Painting kit with pre-drawn images or stencils for compositions to be created by students; also aprons, an additional home-activity, plus all materials needed to successfully complete their artwork.
- Video intros., demos on how to use tools and techniques, appropriate art vocab, equipment, materials, supplies, and even requested lesson plans are also included at participating summer camps
- Camp directors can choose from the following F. T. pARTi themes:
- **Canvas board 'Painting on Easels'** (4th grade & up)**
- Select theme **Canvas board or Watercolor paper painting*** (K-12)
- **Back light painting** (STEAM K-12)**
- **"I AM"**(Art & Creative Writing)**
- **Art & Literacy painting**** (Reading K-12)
- **3-D 'Crēacycle' Art **** (middle & high school)
- **Painting Masks, Cut-out shapes*** (K-12)
- note: child-friendly kits have water based paint.

Cost for Services: Vary based on services offered & slightly increased due to rise in materials cost.

Per Student: $17, (or $19*, $22** for longer or double sessions)

Per Group of any size Students: $16 - $20 (note: these are discounted prices for our services)

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: The Ritz Theatre and Museum

Primary Contact Name: Kailea Myrick

Email Address: kmyrick@jaxevents.com
Contact Phone: 904-807-2014

**Target Population: 1st grade to 12th grade_____ Student/Teacher Ratio: __10:1_____

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Tues to Fri 10am to 4pm

Scope of Work & Services Provided:

The Ritz Theatre & Museum provides educational field trip experiences for youth that support cultural awareness, historical literacy, and positive youth development. Through guided and structured self-guided tours, students engage with permanent and temporary exhibitions highlighting the history of Jacksonville's LaVilla neighborhood, the legacy of the Johnson Brothers, and the broader contributions of African Americans to local and national culture. Field trips are coordinated in partnership with schools and youth-serving organizations and are designed to align with educational goals while offering students meaningful, place-based learning outside the classroom. These experiences connect classroom instruction to real-world history, foster critical thinking and dialogue, and increase equitable access to arts and cultural education for underserved youth.

Cost for Services:

Per Student: $8

Per Group of $5 Students: 20

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Catty Shack Ranch Wildlife Sanctuary

Primary Contact Name: Stephen Laquintano

Email Address: steve@cattyshack.com
Contact Phone: 904-757-3603

**Target Population:K-12
Student/Teacher Ratio: 15 Students/ 1 Teacher

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Monday through Friday 10 AM and 12:30 PM

Scope of Work & Services Provided:

Catty Shack Wildlife Sanctuary is a 501c3 non profit organization that focuses on the rescue and care of animals born in captivity. Our educational focus is tailored to fit the ages of our field trip visitors, but focuses on endangered animals and their plight in the wild and in captivity. Field trips are exciting, educational, and entertaining. However, please note that our field trips tend to run about an hour.

Our staff and volunteers give an excellent educational tour that showcases our exotic cats that lasts about an hour. Students receive a private tour and a close up look at animals that include tigers, lions, bobcats, and bears. If desired, we have a covered seating area for groups to bring their lunch. Food is not provided.

The admission price will be $10 per student. One adult will be admitted for free for every 15 students. Additional adults will be $18 per person.

We schedule field trips during the week, Monday through Friday, starting at 10:00 AM and 12:30 PM.

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Cost for Services:

Per Student: $10 per student

Per Group of Students: Cost is per student. Every 15 students allow entry for one free adult. Additional adults will be $18. Adult and chaperone payment for KHA approved facilities will be due upon arrival by the organization.

Number of Students Served: We can accommodate up to roughly 80 students in a field trip. With a group that large, they would be split in half and two separate tours would be conducted.

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Historic Eastside CDC
Primary Contact Name: Suzanne Pickett

Email Address: eastside@hecdcjax.org____ Contact Phone: 904-537-3364

**Target Population: 300_____ Student/Teacher Ratio: _1/20_____

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Tues, Wed, Thurs, Fri

Scope of Work & Services Provided:

Classes In Visual Art and Music, Music Production, Storytelling, Creative Writing

Cost for Services:

Per Student: __$20_____

Per Group of _20-40_____ Students: _____

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: The Selfie Showroom LLC

Primary Contact Name: Carissa Renee Glanton

Email Address: info@selfieshowroom.com Contact Phone: 904-723-4599

**Target Population: Teenagers Student/Teacher Ratio: 1 to every 10

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open:

Scope of Work & Services Provided:

Selfi-Esteem Workshop: A confidence-building experience using photography, affirmations, and peer encouragement.

See It. Shoot It. Share It.: A hands-on photography and video workshop using a selfie buddy system.

Visioning "HER": A vision board workshop for girls focused on confidence, goals, and future identity.

Cost for Services:

Per Student: $20

Per Group of 20 Students: Per 1 - 2 hours

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

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

KHA
Field Trip Enhancement Scope of Work
Summer 2026

Vendor Name: Tree Hill Nature Center

Primary Contact Name: Greta Combs

Email Address: educator@treehill.org Contact Phone: 904-724-4646 X 204

**Target Population: k- 8th Student/Teacher Ratio: Staff are never left alone with students; therefore, a student–teacher ratio does not apply. Summer camps must meet all KHA-required ratios during attendance.

**Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Monday- Saturday 8am to 4:30pm.

Scope of Work & Services Provided:

Tree Hill Nature Center is a 52-acre preserve that provides opportunities for people to connect with nature. The center features walking trails, a museum with live and static animal exhibits, and an outdoor garden area with additional live animals.

The Center also offers a 45-minute, sit-down interactive educational presentation featuring live animals, skulls, and furs to support experiential learning. Following the presentation, camps may explore the property, including the trails, museum, and outdoor garden areas. The animal encounter aligns with Florida's Next Generation Sunshine State Standards.

See attached.

Cost for Services:

Per Student: $9.00
Per Group of $9.00/camper. We are offering our lowest rates for the Animal Encounter. Typically, the cost is $10.00 per participant for groups under 36 and $9.00 per participant for groups of 36 or more. Please note that for groups with fewer than 15 campers, a flat rate of $135.00 applies.

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

Summer KHA '26

- **Animal Encounter-** Campers will participate in a 45-minute, sit-down interactive educational presentation featuring live animals, skulls, and furs to support experiential learning. Following the presentation, camps may explore the property, including the trails, museum, and outdoor garden areas. The animal encounter aligns with Florida's Next Generation Sunshine State Standards.

Animal encounters begin at 10:00 a.m., unless an alternative time is confirmed with Greta during scheduling. Following the Animal Encounter, camps may determine their own departure time. They are invited to enjoy lunch and further explore the property, including the museum, trails, and outdoor garden areas

Cost –

$9.00 student
Staff are free

**For groups with fewer than 15 students, there is a flat rate of $135.00 with the Animal Encounter.

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

KHA

Field Trip Enhancement Scope of Work

Summer 2026

Vendor Name: Tamika's School of Epicure, Inc.

Primary Contact Name: Tamika Wolfe-McKenzie

Email Address: twolfe@tamikasschoolofepicure.com

Contact Phone: (904)562-9120

**Target Population: Youth ages 7--18 participating

Student/Teacher Ratio: 1:10 (Instructor and program support staff present)

*Please indicate in the Scope of work below if there could be inappropriate exhibits present for this target population.

Days & Times Open: Monday - Saturday

Scope of Work & Services Provided:

We will provide a hands-on culinary enrichment field trip experience designed to enhance nutrition education, life-skills development, and youth engagement. Each session will include a guided culinary lesson where students work in groups to prepare a healthy meal or snack while learning kitchen safety, teamwork, and basic cooking techniques. Programming includes:

- Hands-on cooking and culinary skills instruction
- Nutrition education and healthy eating habits
- Kitchen safety and food handling basics
- Social-emotional learning and teamwork activities
- Mentoring and positive youth engagement
- Take-home recipe cards, gifts, and family meal connection activities

The experience supports youth development by strengthening confidence, communication skills, creativity, and positive peer interaction while reinforcing healthy lifestyle habits.

All activities are trauma-informed, culturally responsive, and inclusive of diverse learning styles.

Staff are trained to provide a safe, structured, and supportive environment for all students.

Cost for Services:

Per Student: $28.50

Per Group $ 570.00 Students: 20

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

BOARD ACTION ITEM:	**2026 FIELD TRIP ENHANCEMENTS**
BOARD ACTION NUMBER:	**26-003**
ESSENTIAL SERVICE CATEGORY:	**ALL**
☐ **GOVERNANCE MEETING:**	**February 18, 2026**
☐ **FINANCE MEETING:**	**February 18, 2026**
☐ **BOARD MEETING:**	**February 25, 2026**

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

FROM: **DR. DANA KRIZNAR, INTERIM CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

1. Approve the submission of Single Source and Exemption requests to Procurement for Field Trip Enhancement services in the amount of $296,888.35.

NARRATIVE:

KHA launched its initial pilot program for enhancing field trips in 2021, collaborating with nine vendors to serve over 7,000 summer campers. Since that time, the organization has expanded its partnerships to include twenty-one vendors, facilitating field trips for more than 34,000 students. To date, KHA has sponsored field trips for more than 41,000 summer campers. The range of vendors are diverse including the arts, robotics, museums and marine science explorations of the St. John's River.

Field trips expose students to worlds outside of their own, offering cultural experiences that may not be available otherwise, ensuring equal access to educational resources. These experiences can inspire lifelong learning, spark interest in future careers and create lasting, memorable and impactful educational memories.

See Exhibit 1 for the list of Single Source and Exemptions.

STRATEGIC GOAL & ELEMENT:
This request aligns with the following Strategic Goal and Elements as outlined in the Essential Services Plan:

- Duval Children and Youth Succeed in School

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

- Children and youth have access to available high quality supplemental educational and enrichment services.
- Children and youth remain engaged and successfully complete each grade

FISCAL IMPACT:

$296,888.35 in funding from Out of School Time ESC

OPTIONS:

€ Vote to approve action item.
€ Decline to approve action item.
€ Vote to approve action item with amendments. If checked, the following amendment to the item is approved.

Board Secretary's Signature: _____
(In the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)

Print Name and Title: Meredith Frisch

Date: 2/25/26

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

FINANCE & ADMINISTRATION DEPARTMENT, PROCUREMENT DIVISION

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Kids Hope Alliance
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	Kids Hope Alliance will pay admission fees to non-profit venues for participants who attend KHA funded summer camps. Such field trips will take place at eighteen (18) non-profit venues. See Exhibit 1.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	Each non-profit field trip venue provides a unique experience. These experiences include painting, outdoor camping, museum tours, animal and artistic exhibits, state performances, and cultural/historical tours. These destinations are located near underserved targeted populations and have prior experience working with the targeted population. (Ex. Arlington, Northside and Eastside) which assists with additional barriers such as transportation costs.
4. Date of Request	3/3/2026

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Kenneth Darity, Chief Administrative Officer, had his staff to research locations near existing funded programs for select experiences, additionally feedback is received annually via provider surveys. The majority of vendors have participated for the past 3 years.]

6. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

☐ Other [ ]

Docusign Envelope ID: BFAE7923-4FE6-4E43-AF00-C6CC65939A8B

BOARD ACTION ITEM:	**2026 FIELD TRIP ENHANCEMENTS**
BOARD ACTION NUMBER:	**26-003**
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FISCAL IMPACT:

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OPTIONS:

€ Vote to approve action item.
€ Decline to approve action item.
€ Vote to approve action item with amendments. If checked, the following amendment to the item is approved.

Board Secretary's Signature: _____
(In the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)

Print Name and Title: Meredith Frisch

Date: 2/25/26