SUBJECT: Trauma Training

BID #: ESC-0549-19 **OPEN DATE: 7/24/2019**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Date of executed contract 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: 12 **NUMBER RECEIVED:** 2 **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 to utilize the first of two (2) renewal options with Hope Street, Inc. to continue providing trauma training to KHA staff and community partners. Period of service is from date of executed contract through July 30, 2021. Total revised estimated annual expenditure amount is $83,333.00, for a total expenditure amount not to exceed $183,333.00.

Funding Source: 10901.181001.582001.000000.00000459.00000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Award(s)

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney
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: **Renewal Awards for the Proposed Agency for Kids Hope Alliance Special Needs Funded Programs for Trauma Training – BID #: ESC-0549-19**

DATE: October 9, 2020

The Kids Hope Alliance on behalf of the City of Jacksonville, respectfully request to exercise the 1st of 2 renewal options for the Special Needs Programs and Services Contracts as listed below for the purposes of Trauma Training. The contract renewal will be for 10-months and funding will be prorated to line the contracts up with the school year. The term of contract will be October 1, 2020 through July 31, 2021.

Agency Name	Contract #	19/20 Full Year Funding	20/21 Recommended Funding
Hope Street, Inc.	10675-01	$100,000.00	$83,333.00

Attached is the KHA Board of Director Action Item related to the funding recommendation approved by the Board of Directors at the September 23, 2020 and a copy of the Letter of Intend.

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

Accounting Codes:
Index Code: JCOD191ESSN, Special Needs Services
1Cloud Accounting Code:

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

If you need additional information, please contact Mary Nash at 255-4451 or Joyce Watson at 255-4444.

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

Hope Street

Trauma Informed Care Services

September 8, 2020

Kids Hope Alliance

1095 A. Phillip Randolph

Jacksonville, FL 32206

Dear Mary Nash,

Please accept this letter of intent to renew the Connect for Hope Trauma Training Program for fiscal year 2020-2021 in the amount of $100,000. We understand that this total amount with be reduced due to the adjustment in the contract initiation date starting on October 1, 2020 and ending on July 31, 2021. Therefore, the adjusted amount requested for the 10-month period is $83,333.33.

Hope Street will provide trauma-informed, healing centered training, coaching, and implementation consultation for professionals who care for children who have experienced childhood trauma utilizing the Trust-Based Relational Intervention (TBRI) model, an evidence-based, trauma-informed intervention and systems approach. Sessions are developed based on community and partner site needs. Priority will be given to community sites who serve children, teens, and family who have experienced acute and complex trauma with risk factors including racial stress and trauma, abuse, neglect, in utero exposure to stress or substances, early hospitalization, violence, loss, as well as other Adverse Childhood Experiences.

Further, Hope Street services will include, but are not limited to the following:

Coaching and Consultation provided directly to organizations: (Through an application process, we plan to identify 4 organizations to conduct this level of trauma informed implementation).

On-site Reflective Coaching and Implementation Consultation

A. Co-Designs Prosocial, Asset-Driven Trauma Sensitive Culture and Environments

B. Develops Professional Learning Communities (PLC's) within the organization

C. Conducts Ecological and Physiological Analysis, if applicable

D. Provides Consultation on developing Connected Spaces (Engagement and Nurture Groups) and Empowered Spaces (Physiological and Ecological Supports)

E. Provides Modeling and Scaffolded support of Nurture Groups (morning meetings that teach emotional regulation and prosocial skills while building connection and community)

F. Performs TBRI Implementation Observation/Feedback Cycles

- Reflective activities, including problem solving, case reviews, identifying areas of need, evaluating progress, and identifying next steps.

G. Provides Topical Trainings: These sessions support the learning of the identified staff

H. Conducts Implementation Trouble-shooting sessions

I. Implements Fidelity Measures, conducts data analysis, and Generates Outcome Reports

J. Provides Consultation on Strategic Implementation and Trauma-Informed Policy, Practices and Procedures

K. Fosters a local network of trauma-informed specialized support, resources, and peer mentoring

Hope Street looks forward to providing these essential services to these organizations so they can continue to enhance their healing centered service offerings that meet the needs of the most vulnerable children in their care.

Warmest regards,

Callie Lackey

Callie Lackey

Executive Director, RMHC-I, TBRI Practitioner

Hope Street, Inc.

SUBJECT: Trauma Training

BID #: ESC-0549-19 **OPEN DATE: 7/24/2019**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Date of executed contract 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: 12 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject award was approved on 8/21/19 as an administrative award and is being increased in an amount that will cause the maximum indebtedness to exceed the informal threshold.

Recommend approval to increase the award with Hope Street, Inc. by $50,000.00 to continue providing trauma training to KHA staff and community partners through the period ending September 30, 2020. Total revised expenditure amount not to exceed $100,000.00.

Funding Source: 10901.181001.582001.000000.00000459.0000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

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

CONCURRENCE BY: Michael Weinstein, Acting CEO, Kids Hope Alliance

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/7/20

Teresa R. Eubanks _____ OTHER: _____
Charlie Reed _____
James R. McCain _____
Mary Pat _____
Wanda Pearson _____

ACTION OF AWARDING AUTHORITY DATE 5/12/20

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

ADMINISTRATIVE AWARD
BID No.: ESC-0549-19

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to amend the period of service end date from September 30, 2019 to September 30, 2020 for the initial term of the agreement.

Recommend approval of award to the highest scoring responsive, responsible bidder, Hope Street, Inc., to provide trauma training to KHA staff and community partners. Period of service is from date of contract execution through September 30, 2020 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $50,000.00.

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

FOR AGENCY/DEPARTMENT: Kids Hope Alliance

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 12 **NUMBER FIRMS BIDDING:** 2

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

N/A

RECOMMEND AWARD TO: Hope Street, Inc.

CONCURRENCE BY: Joe Peppers, CEO, Kids Hope Alliance

PRICE: $50,000.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

Mgr. of Purchasing Services

8-20-19
Date

8/20/19
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

8/21/19
Date

Rev10/13/2011