SUBJECT: Evening Reporting Center

BID #: ESC-0206-20 **OPEN DATE: 8/14/19**

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: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to extend the award (Contract #7895-02) for six (6) months with St. Paul Missionary Baptist Church of Jacksonville and to increase award by $91,800.00. Period of service will be from February 1, 2023 through July 31, 2023. Total revised estimated annual expenditure is $367,200.00, for a total expenditure not to exceed $697,200.00.

Funding Source: 10901.181001.582001.000000.00000457.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST: OLIVE WALLACE-COHEN **RESPECTFULLY SUBMITTED** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Michael Weinstein, CEO, 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

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement

FROM: Michael Weinstein, Chief Executive Officer
Kids Hope Alliance (KHA)

CC: Saralyn Grass, Chief Administrative Officer,
Kids Hope Alliance (KHA)

Kenneth Darity, Chief Programs Officer,
Kids Hope Alliance (KHA)

SUBJECT: Request for six-month extension for ESC-0206-20 Juvenile Justice Prevention & Intervention, St. Paul Missionary Baptist Church of Jacksonville, Evening Reporting Center - $91,800.00

DATE: December 19,2022

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 six-month extension for ESC-0206-20, St. Paul Missionary Baptist Church of Jacksonville, Inc., Evening Reporting Center, Contract #7895-02, Amendment 4, with an increase to the maximum indebtedness by $91,800.00. Period of service is from date of executed contract to July 31, 2023. The revised total expenditure not to exceed $697,200.00.

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

KHA anticipates funding as follows:

ID	Account Name	Fund	Center	Account	Project	Activity	Interfund	Future
55	ESP – Juvenile Prevention & Intervention	10901	181001	582001	000000	00000457	00000	0000000

Total Funding **$91,800.00**

Attachments: Exhibit 1: Funding Landscape
Request for Renewal

If you desire additional information, please contact Tyrica Young at 904-255-4423 or e-mail, tyricay@coj.net.

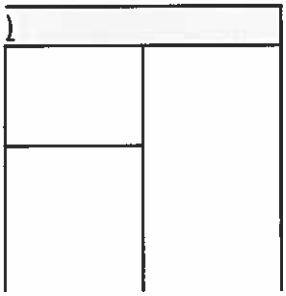
Cc: Bryan Matus, Buyer
Jessica Pitts, Director Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
Tyrica Young, Director, Research & Grant

1095 A. Philip Randolph Blvd., Jacksonville, FL 32206 | (904) 255-4400 | Fax: (904) 255-4502

Exhibit 1

Juvenile Justice Prevention and Intervention Programs - ESC-0206-20						
Contract #	**Agency**	**Site Name**	**Start Date**	**End Date**	**Amount**	**ADA**
7895-02 (4)	St. Paul Missionary Baptist Church of Jacksonville, Inc.	Evening Reporting Center	8/1/2022	1/31/2023	$ 91,800.00	50
		3738 Winton Dr., Jacksonville 32208				

Juvenile Justice Prevention and Intervention Programs - ESC-0206-20 (6-Month Extension						
7895-02 (3)	St. Paul Missionary Baptist CH	Evening Reporting Center	8/1/2022	1/31/2023	$ 91,800.00	
		3738 Winton Dr., Jacksonville 32208				



THIRD AMENDMENT TO
CHILDREN'S SERVICES CONTRACT
FOR
Evening Reporting Center

THIS THIRD AMENDMENT TO CHILDREN'S SERVICES CONTRACT (this "Amendment") is effective as of the 1st day of August, 2022 (the "***Effective Date***"), by and between **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***"), and **ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.**, a Florida not for profit corporation (the "***Contractor***").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Children's Services Contract for Evening Reporting Center dated as of October 1, 2019, as amended by that certain First Amendment dated October 1, 2020, as amended by that certain Second Amendment dated August 1, 2021 (City Contract # 7895-02; BID #ESC-0206-20) (the "Contract"); and

WHEREAS, KHA and Contractor now desire to extend the Contract through January 31, 2023 and an increase to the maximum indebtedness by $91,800.00, as approved by the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor dated August 5, 2022.

NOW THEREFORE, in consideration of the mutual covenants contained in this Contract, the parties agree as follows:

1. **Recitals**. The recitals set forth above are true and correct and are incorporated herein by this reference.

2. **Capitalized Terms.** Unless otherwise defined herein, all capitalized terms shall have the meanings given to them in the Contract.

3. **Amendment to Revised Exhibit A.** Revised Exhibit A (Budget) to the Contract is hereby deleted in its entirety and replaced with Exhibit A, Budget and Budget Narrative attached to this Amendment.

4. **Amendment to Section 3, Maximum Indebtedness of the Contract**. Section 3 of the Contract is deleted in its entirety and replaced with the following provisions:

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount not to exceed the total cumulative sum of **SIX HUNDRED FIVE THOUSAND FOUR HUNDRED AND NO/100 DOLLARS ($605,400.00)**. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by the KHA is further contingent upon KHA actually receiving such grant funds and

those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this Contract and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4, Term.** Section 4 of the Contract is deleted in its entirety and replaced with the following provision:

4. **Term**. The term of this Contract shall commence on the Effective Date and shall continue through January 31, 2023 (the "***Term***"), unless sooner terminated by either party in accordance with the terms of this RFP and this Contract.

6. **Authority.** Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this Amendment and the Contract, and Contractor and the person(s) signing this Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonable requested by KHA to evidence such authority.

7. **Ratification of the Contract.** The provisions of the contract shall remain in full Force and effect except as expressly provided in this Amendment.

8. **Entire Agreement**. This Amendment is the entire agreement of the parties regarding the modifications to the Agreement provided herein, and supersedes all prior agreements and understandings regarding such object matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. **Counterparts**. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute collectively one (1) agreement.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment as of the Effective Date.

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,*

Witness

By: Michael Weinstein, CEO

ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC., *a Florida not for profit corporation*

Witness

By: John E. Guns, President

Form Approved:

By: 9/20/22
Office of General Counsel

Encumbrance and funding information for internal City use:

Account or PO Number: POA-70505-21

Increase Award Amount - $91,800.00

NEW TOTAL MAXIMUM INDEBTEDNESS AMOUNT: **$605,400.00**

This above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one (1) or more subsequently issued purchase orders(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e) of the City of Jacksonville *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance(s) shall be made by subsequent purchase order(s).

Director of Finance
Contract # 7895-02, Amendment # 3

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EXHIBIT A
BUDGET AND BUDGET NARRATIVE
(Immediately following)

Proposing Contractor: St Paul Missionary Baptist Church of Jacksonville, Inc
Project Name: Evening Reporting Center
Fiscal Year: 8/1/22 to January 31, 2023

Approved by J. Riggins 6/8/2022

Categories and Line Items	Total Cost of Program	KHA Funding	Other Funding	Budget Narrative
Direct Expenses				
A. Salaries and Wages				
Program Director	$27,500.00	$27,500.00	$0.00	The Project Director will be responsible for the day-to-day operation of the Project. He will provide supervision of project staff and youth participant in coordination with project contract manager. Will also be responsible for submitting all evaluations,reports and other required project documentation as well as advocate for youth participants and parents. Per cent of salary paid by grant 100%
2. Program Assistant	$11,334.00	$11,334.00	$0.00	The Project Assistant will assist the Project Director with supervision of youth participants, gathering and entering required information as well as submitting evaluation reports and proper daily activity and transportation scheduling as well as offering project support to contract manager. Per cent of salary paid by the grant 100%
Transportation Driver/Security -(1)	$10,336.50	$10,500.00	$0.00	Two(2) part time Driver/Security positions with the responsible for transporting youth participants as well as compnaion programs funded by DJJ or other KHA youth initiatives from schools to ERC facility, field trips, home, court hearings and other transportation related services and any activities related to the ensuring a safe and productive enviroment is maintained. Per cent of salary paid by the grant 100%
Transportation Driver/Security -(12)	$7,500.00	$7,500.00	$0.00	
	$0.00	$0.00	$0.00	
Subtotal Salaries and Wages	$56,834.00	$56,834.00	$0.00	
B. Payroll Taxes and Benefits (%)				
1 FICA	$4,347.80	$4,347.80	$0.00	This fringe benefit will serve as incentives to retain qualified staffing. The benefits will include FICA@7.65%including
2 Retirement	$962.50	$962.50	$0.00	
3 Life and Health Insurance	$5,595.78	$5,595.78	$0.00	
4 Workers Compensation	$320.00	$320.00	$0.00	
5 Unemployment Compensation	$0.00	$0.00	$0.00	
6 Other Benefits	$0.00	$0.00	$0.00	
Subtotal Payroll Taxes and Benefits	$11,226.08	$11,226.08	$0.00	
C. Program Consultants and Contractual				
1	$0.00	$0.00	$0.00	
2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
Subtotal Program Consultants & Contractual	$0.00	$0.00	$0.00	
D. Travel				
1 Local Mileage	$0.00	$0.00	$0.00	
2 Staff Travel	$0.00	$0.00	$0.00	
3 Student Transportation	$4,180.00	$4,180.00	$0.00	Student field trip entrance will be utilized to expose youth participants to different experiences including team building activities, other relevant programs funded by KHA and health and wellness opportunities each quarter(50 participantsand chaperonesX$20X2 quarters). This will also provide fuel and related transportation related cost for youth participants from school to ERC facility and home, court hearings, community service projectsand other activities.It is anticipated transportation will utilize approximately 16,318 at a rate of $0.58 per mile
4 Field Trip Travel	$500.00	$500.00	$0.00	We have plans to take the students bowling, golf outings, barbershops, local theme parks, gyms and other places offering physical exercise.
Subtotal Travel	$4,680.00	$4,680.00	$0.00	
E. Participant Educational Materials	$0.00	$0.00	$0.00	

F. Consumable Program Supplies	$0.00	$0.00	$0.00	
G. Assistance to Participants				
1	$0.00	$0.00	$0.00	
2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
4	$0.00	$0.00	$0.00	
5	$0.00	$0.00	$0.00	
Subtotal Assistance to Participants	$0.00	$0.00	$0.00	
H. Field Trip Expenses	$800.00	$800.00	$0.00	
I. Office Expenses				
1 Telephone	$0.00	$0.00	$0.00	
2 Utilities	$1,500.00	$1,500.00	$0.00	The project will utilize utilities including water, electricity and sewer at a rate of $250 per month for 6 months
3 Postage and Shipping	$0.00	$0.00	$0.00	
4 Supplies	$599.40	$599.40	$0.00	The project will utlize supplies such as paper, pencils, staples, file folders, etc to administratively manage the project and reimburse a third of the cost of supplies each month(.333X300X6 months) Copies of project files and reports will be maintained.
5 Copying	$0.00	$0.00	$0.00	
Subtotal Office Expenses	$2,099.40	$2,099.40	$0.00	
J. Operating Capital Outlay				
1 Machinery & Equipment	$0.00	$0.00	$0.00	
2 Computers & Software	$0.00	$0.00	$0.00	
Subtotal Operating Capital Outlay	$0.00	$0.00	$0.00	
K. Lease/Rent				
1 Equipment	$0.00	$0.00	$0.00	
2 Building	$6,000.00	$6,000.00	$0.00	The project wil utilize budilding space at a rate of $1,000 per month for five days per week for 6 months inclusive of required Covid Cleaning. The current monthly mortage payment is $12,694.93. of which the project pays (8%) monthly
Subtotal Lease/Rent	$6,000.00	$6,000.00	$0.00	
L. Maintenance	$0.00	$0.00	$0.00	
M. Insurance	$0.00	$0.00	$0.00	
N. Conferences and Staff Training	$0.00	$0.00	$0.00	
O. Membership Fees and Subscriptions	$0.00	$0.00	$0.00	
P. Advertising	$0.00	$0.00	$0.00	
Q. Food (limit to 2% of budget)	$1,700.00	$1,700.00	$0.00	Healthy snacks will be provided to youth participants to reward, encourage and provide adequate sustanance to show project team concern for their overall health and wellness. Dinner will be provided while students are at the facility a minimum of $5.30 X 20 youth participants X 75.5 days)
R. Other Allowable Costs				
1. Background and Drug Screenings	$171.00	$171.00	$0.00	Level 2 background and drug screening will be conducted for hired project staff. The project anticipates each screen to cost $60 per screening and level 2 background screen at $61 per staff

2	$0.00	$0.00	$0.00	
3	$0.00	$0.00	$0.00	
4	$0.00	$0.00	$0.00	
5	$0.00	$0.00	$0.00	
Subtotal Other Allowable Costs	$171.00	$171.00	$0.00	
DIRECT EXPENSES TOTAL	$83,510.48	$83,510.48	$0.00	
Administrative Expenses				
Allocated Management and General Overhead, not to exceed 10% Program Direct Expenses above	$8,289.52	$8,289.52	$0.00	Indirect Cost represent the expenses of doing business that are not readily idnetified with a particular grant, contract, project, function or activity, but are necessary for the general operations of the orgainzation. The cost allocation is as follows: Financial/Data Management personnel and systems $800.00 per month(some months may require higher time investments but the will not exceed $4800 per funding period. Adminstration/Human Resource Management and personnel systems $200 per month maximum of $1200 for half the year and required building insurance($316.00 for half calendar year).
GRAND TOTAL (Direct and Administrative Expenses)	$91,800.00	$91,800.00	$0.00	

Spreadsheet Instructions

1. Complete the funding period, agency information, project name and contract number at the top of the form.

2. Enter line items in categories where appropriate
   Enter line items that relate to your program in categories such as Salaries and Wages, Program Consultants, Other Consultants, Assistance to Participants and Other Allowable Costs. There are additional rows that remain accurate. are hidden if you need more than what is shown. Please unhide the rows rather than create them so that the formulas will remain accurate.

3. Enter budget amounts in the KHA Funding and Match columns (you can include here Cash Contributions as well as the value of In-kind Contributions.
   Only enter amounts in black cells. Red cells denote formulas. Please do not make any entries in red cells.

4. Enter a narrative for each line item in the cell located on the same row of that line item.
   Use only one narrative cell per line item. Type as much information in that cell to completely describe the budget for that line item.
   For cells that have lengthy narratives, you will have to widen the "row" so that it reveals all of the text of that cell.

SECOND AMENDMENT TO
CHILDREN'S SERVICES CONTRACT
BETWEEN
KIDS HOPE ALLIANCE
AND
ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.
(Evening Reporting Center)

#7895-02 Amd #2

THIS SECOND AMENDMENT TO CHILDREN'S SERVICES CONTRAT (this "Amendment") is effective as of the 1st day of August, 2021 (the "***Effective Date***"), by and between the **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***"), and **ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.**, a Florida not for profit corporation (the "***Contractor***").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Children's Services Contract for Evening Reporting Center dated as of October 1, 2019, as amended by that certain First Amendment dated October 1, 2020 (City Contract # 7895-02; BID #ESC-0206-20) (the "Contract"); and

WHEREAS, KHA and Contractor now desire to amend the Contract to exercise the second and final renewal option to extend the term of the Contract through July 31, 2022 and increase the maximum indebtedness by $183,600.00 with a 2% cost of living adjustment, as approved by the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor dated August 27, 2021.

NOW THEREFORE, in consideration of the mutual covenants contained in this Contract, the parties agree as follows:

1. **Recitals**. The recitals set forth above are true and correct and are incorporated herein by this reference.

2. **Capitalized Terms.** Unless otherwise defined herein, all capitalized terms shall have the meanings given to them in the Contract.

3. **Revised Exhibit A.** Revised Exhibit A (Budget) to the Contract is hereby deleted in its entirety and replaced with Exhibit A attached to this Amendment.

4. **Amendment to Section 3, Maximum Indebtedness of the Contract**. Section 3 of the Contract is deleted in its entirety and replaced with the following provisions:

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount not to exceed the total cumulative sum of **FIVE HUNDRED THIRTEEN THOUSAND SIX HUNDRED AND NO/100 DOLLARS ($513,600.00)**. All payments to Contractor under this

Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by the KHA is further contingent upon KHA actually receiving such grant funds and those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this C and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4, Term.** Section 4 of the Contract is deleted in its entirety and replaced with the following provision:

4. Term. The term of this Contract shall commence on the Effective Date and shall continue through July 31, 2022 (the "***Term***"), unless sooner terminated by either party in accordance with the terms of this RFP.

6. **Authority.** Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this Amendment and the Contract, and Contractor and the person(s) signing this Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonable requested by KHA to evidence such authority.

7. **Ratification of the Contract.** The provisions of the contract shall remain in full Force and effect except as expressly provided in this Amendment.

8. **Entire Agreement**. This Amendment is the entire agreement of the parties regarding the modifications to the Agreement provided herein, and supersedes all prior agreements and understandings regarding such object matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. **Counterparts**. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute collectively one (1) agreement.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment as of the Effective Date.

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.*

Witness

By: Michael Weinstein, CEO

ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC., *a Florida not for profit corporation*

Witness

By: John E. Guns, Senior Pastor

Form Approved:

By: Office of General Counsel

Encumbrance and funding information for internal City use:

Account or PO Number: POA-70505-21

Increase Award Amount - $183,600.00

NEW TOTAL MAXIMUM INDEBTEDNESS AMOUNT: **$513,600.00**

This above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one (1) or more subsequently issued purchase orders(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e) of the City of Jacksonville *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance(s) shall be made by subsequent purchase order(s).

Director of Finance
Contract # 7895-02, Amendment # 2

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7895-02
And 1

FIRST AMENDMENT TO
CHILDREN'S SERVICES CONTRACT
BETWEEN
KIDS HOPE ALLIANCE
AND
ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.
(Evening Reporting Center)

THIS FIRST AMENDMENT TO CHILDREN'S SERVICES CONTRACT (the "**First Amendment**") is effective as of the 1st day of October, 2020 (the "**Effective Date**") by and between the **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**"), and **ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.**, a Florida not-for-profit corporation ("**Contractor**").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Services Contract for Evening Reporting Center dated as of October 1, 2019 (City Contract #7895-02; BID #ESC-0206-20) (the "**Contract**"); and

WHEREAS, KHA desires to exercise its first renewal option to extend the Contract term for an additional ten (10) months through July 31, 2021 and to increase the maximum indebtedness by $150,000.00 for Contractor's continued provision of Services under the Contract; and

WHEREAS, the KHA Board authorized such renewal at a meeting held September 23, 2020 and the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor approved of the renewal and increase to the maximum indebtedness pursuant to an award dated October 9, 2020.

NOW, THEREFORE, in mutual consideration of the provisions contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. Recitals. The Recitals set forth above are true and correct and are incorporated herein by this reference.

2. Capitalized Terms. Unless otherwise defined herein, all capitalized terms shall have the meanings given to them in the Contract.

3. Revised Exhibit A. **Exhibit A** (Budget) to the Contract is hereby deleted in its entirety and shall be replaced with **Revised Exhibit A** attached hereto. All references in the Contract to **Exhibit A** shall mean and refer to the **Revised Exhibit A**.

4. Amendment to Maximum Indebtedness. Section 3 of the Contract is hereby deleted in its entirety and shall be replaced with the following:

3. **Maximum Indebtedness**. KHA's maximum indebtedness for all fees, costs, and expenses under this Contract shall be a fixed monetary amount not-to-exceed THREE HUNDRED THIRTY THOUSAND AND NO/100 DOLLARS ($330,000.00) (the "**Maximum Indebtedness**"); provided, however, that KHA's Maximum Indebtedness for the period from October 1, 2020 through July 31, 2021 shall not exceed $150,000.00 and KHA's Maximum Indebtedness for the period October 1, 2019 through September 30, 2020 shall not exceed $180,000.00. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If KHA does not receive the required appropriation of funds, Contractor agrees to execute any necessary amendments to the Contract as required by KHA to accordingly reduce the Maximum Indebtedness, the Services to be provided, the Site Budget, or program goals and objectives, and to execute any other documents required by KHA within ten (10) days of demand thereof.

5. Amendment to Term. Section 4 of the Contract is deleted in its entirety and replaced with the following provision:

   4. **Term**. The term of this Contract shall commence on October 1, 2019 and shall continue through July 31, 2021 (the "Term"), unless sooner terminated by either party in accordance with the terms of the RFP. KHA shall have the right in its sole discretion to renew this Contract for up to one additional one (1) year term.

6. Authority. Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this First Amendment and the Contract, and Contractor and the person(s) signing this First Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this First Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonably requested by KHA to evidence such authority.

7. Ratification of the Contract. The provisions of the Contract shall remain in full force and effect except as expressly provided in this First Amendment.

8. Entire Agreement. This First Amendment is the entire agreement of the parties regarding the modifications to the Contract provided herein, and supersedes all prior agreements and understandings regarding such subject matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. Counterparts. This First Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute collectively one (1) agreement.

[Remainder of this page intentionally blank. Signature page immediately following.]

IN WITNESS WHEREOF, the parties hereto have duly executed this First Amendment as of the Effective Date.

WITNESS:

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.*

By:_____
Michael Weinstein, CEO

WITNESS:

ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC., a Florida not-for-profit corporation

By: _____
John E. Guns, Senior Pastor

Encumbrance and funding information for internal City use:

Account or PO Number: POA- 70505-21

Amount.....**$150,000.00**

New Total Maximum Indebtedness: **$330,000.00**

The above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one or more subsequently issued purchase orders that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase orders are issued.

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing Contract; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrances shall be made by subsequent purchase order, as specified in said Contract.

_____
Director of Finance
City Contract #7895-02, Amend #1

Form Approved:

_____
Office of General Counsel

GC-#1397262-v3A-First_Amendment_to_St__Paul_Missionary_Baptist_7895-02_Evening_Reporting_Center_ESC-0206-20.docx

THIRD AMENDMENT TO
CHILDREN'S SERVICES CONTRACT
FOR
Evening Reporting Center

THIS THIRD AMENDMENT TO CHILDREN'S SERVICES CONTRACT (this "Amendment") is effective as of the 1st day of August, 2022 (the "***Effective Date***"), by and between **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***"), and **ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.**, a Florida not for profit corporation (the "***Contractor***").

RECITALS

WHEREAS, KHA and Contractor are parties to that certain Children's Services Contract for Evening Reporting Center dated as of October 1, 2019, as amended by that certain First Amendment dated October 1, 2020, as amended by that certain Second Amendment dated August 1, 2021 (City Contract # 7895-02; BID #ESC-0206-20) (the "Contract"); and

WHEREAS, KHA and Contractor now desire to extend the Contract through January 31, 2023 and an increase to the maximum indebtedness by $91,800.00, as approved by the City of Jacksonville's Competitive Sealed Proposal Evaluation Committee and Mayor dated August 5, 2022.

NOW THEREFORE, in consideration of the mutual covenants contained in this Contract, the parties agree as follows:

1. **Recitals**. The recitals set forth above are true and correct and are incorporated herein by this reference.

2. **Capitalized Terms.** Unless otherwise defined herein, all capitalized terms shall have the meanings given to them in the Contract.

3. **Amendment to Revised Exhibit A.** Revised Exhibit A (Budget) to the Contract is hereby deleted in its entirety and replaced with Exhibit A, Budget and Budget Narrative attached to this Amendment.

4. **Amendment to Section 3, Maximum Indebtedness of the Contract**. Section 3 of the Contract is deleted in its entirety and replaced with the following provisions:

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be an amount not to exceed the total cumulative sum of **SIX HUNDRED FIVE THOUSAND FOUR HUNDRED AND NO/100 DOLLARS ($605,400.00)**. All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds. If funding for this Contract comes from grant funds from a funding agency not a part of the City of Jacksonville, payment by the KHA is further contingent upon KHA actually receiving such grant funds and

those funds being appropriated by Jacksonville's City Council. If KHA does not receive the grant funds or City Council appropriates less than one hundred percent (100%) of the Maximum Indebtedness, Contractor agrees to execute any necessary amendments to this Contract and any other documents required by KHA within ten days of KHA's request.

5. **Amendment to Section 4, Term.** Section 4 of the Contract is deleted in its entirety and replaced with the following provision:

4. **Term**. The term of this Contract shall commence on the Effective Date and shall continue through January 31, 2023 (the "***Term***"), unless sooner terminated by either party in accordance with the terms of this RFP and this Contract.

6. **Authority.** Contractor represents and warrants to KHA that Contractor has full right and authority to execute and perform its obligations under this Amendment and the Contract, and Contractor and the person(s) signing this Amendment on Contractor's behalf represent and warrant to KHA that such person(s) are duly authorized to execute this Amendment on Contractor's behalf without further consent or approval by anyone. Contractor shall deliver to KHA promptly upon request all documents reasonable requested by KHA to evidence such authority.

7. **Ratification of the Contract.** The provisions of the contract shall remain in full Force and effect except as expressly provided in this Amendment.

8. **Entire Agreement**. This Amendment is the entire agreement of the parties regarding the modifications to the Agreement provided herein, and supersedes all prior agreements and understandings regarding such object matter, and may be modified only by a writing executed by the party against whom the modification is sought to be enforced, and shall bind and benefit the parties and their respective successor, legal representatives and assigns.

9. **Counterparts**. This Amendment may be executed in a number of identical counterparts, each of which for all purposes is deemed an original, and all of which constitute collectively one (1) agreement.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment as of the Effective Date.

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.*

Witness

By: Michael Weinstein, CEO

ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC., *a Florida not for profit corporation*

Witness

By: John E. Guns, President

Form Approved:

By: 9/20/22
Office of General Counsel

Encumbrance and funding information for internal City use:

Account or PO Number: POA-70505-21

Increase Award Amount - $91,800.00

NEW TOTAL MAXIMUM INDEBTEDNESS AMOUNT: **$605,400.00**

This above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one (1) or more subsequently issued purchase orders(s) that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

In accordance with Section 24.103(e) of the City of Jacksonville *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrance(s) shall be made by subsequent purchase order(s).

Director of Finance
Contract # 7895-02, Amendment # 3

GC-#1414080-v1-.docx

7895-02

SERVICES CONTRACT
between
KIDS HOPE ALLIANCE
and
ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.
for
Evening Reporting Center

This Services Contract ("***Contract***") is effective as of the 1st day of October, 2019 (the "***Effective Date***"), by and between the **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***"), and **ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.**, a Florida not for profit corporation (the "***Contractor***").

RECITALS

WHEREAS, KHA issued a Request for Proposal ESC-0206-20 for Evening Reporting Center, as amended by that certain Addendum Number One (1) dated as of July 31, 2019, and that certain Addendum Number Two (2) dated as of August 5, 2019 (the "***RFP***");

WHEREAS, based on Contractor's response to the RFP dated August 14, 2019 (the "***Response***"), a contract was awarded to Contractor to provide an Evening Reporting Center as more fully described in the RFP and the Response (the "***Services***"); and

WHEREAS, the City's Competitive Sealed Proposal Evaluation Committee and Mayor approved the award of a contract to Contractor in an Award dated October 3, 2019.

NOW THEREFORE, in consideration of the mutual covenants contained in this Contract, the parties agree as follows:

1. **Engagement and Performance of Services**. Contractor shall provide the Services as specified in this Contract, the RFP and the Response.

2. **Compensation**. KHA shall pay Contractor monthly on a cost reimbursement basis as described in the RFP, the Response and the Budget attached to this Agreement as **Exhibit A**.

3. **Maximum Indebtedness**. As required by Section 106.431, *Ordinance Code*, KHA's maximum indebtedness for all products and services under this Contract shall be a fixed monetary amount not-to-exceed One Hundred Eighty Thousand and No/100 Dollars ($180,000.00). All payments to Contractor under this Contract are contingent upon the existence of lawfully appropriated funds.

4. **Term**. The term of this Contract shall commence on October 1, 2019 and shall continue through September 30, 2020 (the "***Term***"), unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) one-year

periods at the sole discretion of KHA.

5. **Contract Documents**. This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

- This document, as modified by any subsequent signed amendments
- Any amendments to the RFP
- The RFP as originally issued
- The Response, provided, however, that any terms in the Response that are inconsistent with the RFP shall not be included in this Agreement, unless expressly agreed to in writing by the KHA

6. **Notices**. All notices under this Contract shall be in writing and shall be delivered by certified mail, return receipt requested, or by other method of delivery with confirmation of receipt, to the following:

As to KHA:
Kids Hope Alliance
1095 A. Philip Randolph Blvd.
Jacksonville, Florida 32206
Attn: Donald Horner, III, Acting CEO

With a Copy to:
Office of General Counsel
117 West Duval Street, Suite 480
Jacksonville, Florida 32202
Attn: Corporation Secretary

As to Contractor:
St. Paul Missionary Baptist Church of Jacksonville, Inc.
3738 Winton Drive
Jacksonville, Florida 32208
Attn: John E. Guns, Senior Pastor

All notices shall be deemed to be effective when given to (or tender to and rejection by) the intended recipient or other person at the address specified for the intended recipient.

7. **Contract Managers**. KHA and Contractor will each designate a Contract Manager during the term of this Agreement whose responsibility shall be to oversee performance of KHA's and Contractor's respective duties and obligations under this Agreement. As of the Effective Date, KHA's Contract Manager is Chardae Chaney, 1095 A. Philip Randolph Boulevard, Jacksonville, Florida 32206; Phone # (904) 255-4426, and Contractor's Contract Manager is Andrew George, 3738 Winton Drive, Jacksonville, Florida 32208; Phone # (904) 768-7112. Each party shall provide prompt written notice to the other party of any changes to the party's Contract Manager or his or her contact information; provided, such changes shall not be deemed contract amendments and may be provided via email.

8. **Entire Agreement**. This Contract constitutes the entire agreement between KHA and Contractor for the Services. No statement, representation, writing, understanding, agreement or course of conduct made by either party or any representative of either party, which is not expressed in this Contract shall be binding. Contractor may not unilaterally modify the terms of this Contract by including such terms on a purchase order, invoice or any other document. Contractor is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments**. All changes to, additions to, modifications of, or amendments to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts**. This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Contract as of the Effective Date.

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.*

Witness

By: _____
Donald Horner, III, Acting CEO

ST. PAUL MISSIONARY BAPTIST CHURCH OF JACKSONVILLE, INC.

Witness

By: _____
John E. Guns, Senior Pastor

In compliance with the Charter of the City of Jacksonville, I do certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement and provision has been made for the payment of the moneys provided therein to be paid.

Program
FY 2020:JCOD191ESJPI $ 180,000.00
Sub Object: 08201

Director of Finance
Contract # 7895-02

Form Approved:

By: _____
Office of General Counsel

GC-#1324801-v1A-St__Paul_Missionary_Baptist_Evening_Reporting_Center_ESC-0206-20.docx

SUBJECT: Evening Reporting Center

BID #: ESC-0206-20 **OPEN DATE: 8/14/19**

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: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from August 1, 2022 to date of executed contract. Recommend approval to extend the award for six (6) months with St. Paul Missionary Baptist Church of Jacksonville and the increase award by $91,800.00. Period of service will be from date of executed contract through January 31, 2023. Total revised estimated annual expenditure is $275,400.00, for a total expenditure not to exceed $605,400.00.

Funding Source: 10901.181001.582001.000000.00000457.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST: JACLYN STAMOS **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dr. Saralyn Grass, CAO, 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: 8/4/2022

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/5/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: Evening Reporting Center

BID #: ESC-0206-20

OPEN DATE: 8/14/19

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: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from August 1, 2021 to date of executed contract. Recommend approval to utilize the second and final renewal option with St. Paul Missionary Baptist Church of Jacksonville, Inc. to operate an evening reporting center for male youth in Duval County. The period of service will be from date of executed contract through July 31, 2022. Total revised estimated annual expenditure amount is $183,600.00 (includes a 2% COLA increase), for a total expenditure amount not to exceed $513,600.00.

Funding Source: 10901.181001.582001.000000.00000457.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dr. Saralyn Grass, CAO, 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 8/26/2021

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 8-27-21

APPROVED ✓ DISAPPROVED _____

OTHER _____

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

SIGNATURE OF AUTHENTICATION _____

SUBJECT: Evening Reporting Center

POA-70505-21

BID #: ESC-0206-20

OPEN DATE: 8/14/19

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: 7 **NUMBER RECEIVED:** 1 **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 St. Paul's Missionary Baptist Church, Inc. to operate an evening reporting center for male youth in Duval County. The period of service will be from date of executed contract through July 31, 2021. Total revised estimated annual expenditure amount is $150,000.00, for a total expenditure amount not to exceed $330,000.00.

Funding Source: 10901.181001.582001.000000.00000457.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Award

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: 10/8/2020

Katria Wilkins

Jessica Eiberg

Lillian Reed

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/9/2020

MR

APPROVED ✓ BH DISAPPROVED

OTHER

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

SIGNATURE OF AUTHENTICATION

SUBJECT: Evening Reporting Center

BID #: ESC-0206-20

OPEN DATE: 8/14/19

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: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity missing addendum #1 from St. Paul Missionary Baptist Church's response. The addendum has been received. Recommend approval of award to St. Paul Missionary Baptist Church to provide an Evening Reporting Center for male youth in Duval County. Period of service is October 1, 2019 through September 30, 2020, with two (2) one (1) year renewal options. Total expenditure amount not to exceed $180,000.00.

Funding for this award to be executed by formal contract through the Office of General Counsel and encumbered by JCOD191ESJPI-08201

Attachments: Recommendation Memo, Tabulation and Scoring Sheet, Evaluation Matrix, Addendum #1

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Donald H. Horner III, 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 Ø DATE: 10/03/19

Katoria Wilkins _____ OTHER: _____

Tenya R Eiber _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 10/3/19

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

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

SIGNATURE OF AUTHENTICATION _____

Kids Hope Alliance Funding Application
Budget Narrative (Max. 3 Pages)

FIELD TRIPS AND TRANSPORTATION - Student Field Trip Entrance will be utilized to expose youth participants to different experiences including team building activitivities while providing learning an recreational opportunities each quarter (30 participants and chaperones x $20 x 4 quarters. Student Transportation will provide travel reimbursement for transporting youth participants form school to the ERC facility and home, court hearings, community service projects and other activities. It is anticipated transportation will utilize approximately 16138 miles at a rate of $0.58 per mile.

Field Trips and Transpiration	
Transportation	$0.00
Field Trip Entrances Fees	$1,600.00
Other Student Transportation (Travel to Program and Home)	$9,360.00
Subtotal	$10,960.00

OFFICE EXPENSES. The project will utilize supplies such as paper, pencils, staples and staples, file folders, etc. to administratively manage to project and reimbursed at third of the cost supplies each month (.333x $300 x 12 months). Copies of Project files and reports will be maintained.

Office Expenses	
Telephone	$0.00
Utilities	$0.00
Postage, Shipping, Delivery	$0.00
Supplies	$1,200.00
Copying	$1,200.00
Subtotal	
Equipment Under-$1000.00 (Trackable)	
Other Electronics (TVs, Cameras, Videos, Gaming Systems, etc.)	$0.00
Insurance Expenses	
Insurance - Insurance other	$0.00

FACILITY AND MAINTENANCE EXPENSES - Lease/Rent Building The project will utilize building space at a rate of $1,000 per month for 6 days per week for 12 months. Utilities The project will utilize utilities including water, electricity and sewer at a rate of $290 per month for 12 months.

Facility & Maintenance Expenses	
Lease/Rent - Equipment	$0.00
Lease/Rent - Building	$12,000.00
Maintenance - Equipment	$0.00
Maintenance - Building	$0.00
Utilities	$3,480.00
Facility Insurance	$0.00
Subtotal	$15,480.00
Indirect Costs: Specify:	$9,916.00
Grand Total	$180,000.00

Indirect Costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project, function or activity, but are necessary for the general operation of the organization. The cost allocation is as follows.Financial/Data Management personnel and systems - $500 per month ($6,000 per/year). Administrative/Human Resource personnel and systems $300 per month ($3,600 per year) and Building Insurance $316 per year ($6,000+3600+316=$9,916)