SUBJECT: COMMUNITY-BASED AFTERSCHOOL MEALS PROGRAM

BID#: SC-0223-19 **OPEN DATE: 10/31/18**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Date of award through September 30, 2019 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: All or None to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 2 NUMBER RECEIVED 1 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of the first renewal award with Compass Group USA, Inc. by and through its Canteen Division. Period of service is from date of award through March 1, 2020 or upon approval the new bid and execution of subsequent contract. Total revised estimated annual expenditure amount is $380,000.00, for an expenditure amount not to exceed $985,556.30.

Funding Source: JCPS192MS-03421-JCP018-20 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Award

Analyst: _____ Annette Burney

RESPECTFULLY SUBMITTED: _____ For - GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Donnie Horner, III, Acting CEO, Kids Hope Alliance

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

MEMORANDUM

TO: Gregory Pease, Chief of Procurement

FROM: Donnie Horner, III, Acting Chief Executive Officer (CEO)
Kids Hope Alliance (KHA)

Saralyn Grass, Chief Programs Officers, CPO
Kids Hope Alliance (KHA)

Tyrica Young, Director of Out of School Time Grants
Kids Hope Alliance (KHA)

Joyce Watson, Director, Administration
Kids Hope Alliance (KHA)

SUBJECT: Request to Amend Award BID SC-0223-19, Community-based Afterschool Meals Program - Compass USA, Inc. dba Canteen Vending Services, First Renewal Option, Amendment to Contract # 10215-03, Extending through January 31, 2020.

DATE: December 9, 2019

The Kids Hope Alliance (KHA) would like to exercise the first renewal option contract with Compass USA, Inc. dba Canteen Vending Services for funding for 2019-2020 in the amount of $380,000.00, bringing the maximum indebtedness from $605,556.30 to $985,556.30. The Board of Directors of KHA approved the continuation of contract at the November 20, 2019, Board Meeting (see attached action item). This approval will allow meals to be purchased for the contract period October 1, 2019 through January 31, 2020, for a total not to exceed expenditure amount of $985,556.30.

Project: Afterschool Meals Program (AMP) Community Based Sites
Index Code: JCPS192MS; JCP018/20
Amount: $380,000

This contract amendment continues the service for healthy snack and supper meals to youth participating in KHA's afterschool programs in Community-based sites. Funding is provided through a grant from the Florida Department of Health, Bureau of Child Nutrition Programs (Child Care Food Program) will reimburse KHA monthly for meals provided by Compass USA, Inc. dba Canteen Vending Services.

The funding period for this contract grant will be from October 1, 2019 through January 31, 2020 or such later date as KHA enters into a new contract for these services. The contract renewal period changed because the Florida Department of Health, Bureau of Child Nutrition Program is requiring all sponsors in the State to rebid the food services contract.

If you require additional information, please contact Saralyn Grass, 904-255-4404, or Tyrica Young at 904-255-4423.

Thank you for considering our request.

Cc: Annette Burney, Purchasing Analyst

AfterSchool Meals Program
Community Based
FY2019-2020

Description	Total Meals	Rate	Amount
Canteen Regular Snack	50,969	$1.28	$65,240
Canteen Regular Supper	88,549	$2.65	$234,655
Canteen Unitized Cold Supper	28,406	$2.82	$80,105
Total			$380,000

12/6/2019

Leslie-Burney, Annette

From: Young, Tyrica
Sent: Monday, December 16, 2019 4:46 PM
To: Leslie-Burney, Annette
Cc: Watson, Joyce
Subject: RE: Scanned from a Xerox Multifunction Printer

Good afternoon Annette,
The language states "October 1, 2019 through January 31, 2020, or such later date as KHA enters into a new contract for the services." I propose the end period as March 1, 2019. If additional information is needed, please don't hesitate to contact me.

Make today amazing!

Tyrica Young, MPA, FCCM
Director, Out of School Time Grants
City of Jacksonville | Kids Hope Alliance The Jacksonville Partnership for Children, Youth & Families
1095 A. Philip Randolph Blvd. | Jacksonville, FL 32206
Tel: (904) 255-4423 | Cell: (904) 446-6206
Fax: (904) 255-4500 |
www.kidshopealliance.org | @KidsHopeJax

"Education is the most powerful weapon which you can use to change the world." - Nelson Mandela

PLEASE NOTE THAT UNDER FLORIDA'S PUBLIC RECORDS LAW, COMMUNICATIONS TO AND FROM CITY OF JACKSONVILLE OFFICIALS ARE SUBJECT TO PUBLIC DISCLOSURE.

-----Original Message-----
From: Leslie-Burney, Annette <ABurney@coj.net>
Sent: Monday, December 16, 2019 3:33 PM
To: Watson, Joyce <JWatson@coj.net>
Cc: Young, Tyrica <TyricaY@coj.net>
Subject: RE: Scanned from a Xerox Multifunction Printer

Thank you. All that's missing is the revised end period for the extension.

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800

Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: Watson, Joyce
Sent: Monday, December 16, 2019 3:02 PM
To: Leslie-Burney, Annette
Cc: Young, Tyrica
Subject: FW: Scanned from a Xerox Multifunction Printer

Ms. Burney,
Good Afternoon!

As a follow up to our earlier conversation regarding the contract extension for the Canteen, please find attached copy of the letter of intent from the Vendor. If you need additional information, please let us know.

Thank you for your assistance.

Joyce J. Watson
Director, KHA Administration
City of Jacksonville I Kids Hope Alliance (KHA) The Jacksonville Partnership for Children, Youth and Families
1095 A. Philip Randolph Boulevard
Jacksonville, FL 32206
P: (904-255-4444) F: (904-255-4500)
Email Address: jwatson@coj.net

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-----Original Message-----
From: P0699@coj.net <P0699@coj.net>
Sent: Monday, December 16, 2019 10:29 AM
To: Watson, Joyce <JWatson@coj.net>
Subject: Scanned from a Xerox Multifunction Printer

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: JCC 2NDFloor Copy Room
Device Name: P0699

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SUBJECT: COMMUNITY-BASED AFTERSCHOOL MEALS PROGRAM

BID#: SC-0223-19 **OPEN DATE: 10/31/18**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Date of award through September 30, 2019 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: All or None to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 2 NUMBER RECEIVED 1 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Compass Group USA, Inc. by and through its Canteen Division by $69,043.23 for actual meals purchased for the period ending September 30, 2019. Total not to exceed expenditure amount is $605,556.30.

Funding Source: JCPS192MS-03421 – To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

Analyst: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Joe Peppers CEO, Kids Hope Alliance

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7/25/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/25/19

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

FORM GB-103, Revised 12/2007

canteen

9/27/2019

Re: Kids Hope Alliance Contract Extension

Compass Group USA, Inc. by and through its Canteen Division will continue to provide meals to Kids Hope Alliance (KHA) after the contract end date of 9/30/2019, until a new caterer contract has been established, preventing any loss of service to the community during the contract renewal time.

Payment for services rendered must continue to be made following the guidelines of the original contract. Should payment not be received, the guidelines of the contract will be implemented and followed.

Caterer Representative Signature

Sept 27, 2019
Date

Institution or Facility Representative Signature

9/27/19
Date