SUBJECT: **EX-OFFENDER EMPLOYMENT PROGRAM – JAX JOURNEY—RE-BID**

BID # ESC-0345-16 OPEN DATE: 11/16/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
Service Contract -- From Date of Award through September 30, 2016 with Two (2) One (1) Year Renewal Options

AGENCY: Office of Grants & Contract Compliance

BASIS OF AWARD: Evaluation Criteria

NUMBER OF BIDS INVITED: 29 **NUMBER OF BIDS RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to rescind the award to Women's Center of Jacksonville and Operation New Hope for failure to perform the services in accordance with the bid specifications.

Recommend approval to utilize the first of two (2) renewal options with the agencies listed below for the Jacksonville Journey Ex-Offender Employment Program. Period of service is from October 1, 2016 through September 30, 2017. Total revised estimated annual expenditure in the amount of $430,000.00, for a not to exceed expenditure amount of $1,048,201.00.

Clara White Mission, Inc. - $115,000.00, not to exceed $261,929.00
Prisoners of Christ - $315,000.00, not to exceed $458,722.00
Operation New Hope, Inc.- $251,467.00, award rescinded
Women's Center of Jacksonville, Inc. - $126,083.00 – award rescinded

Funding Sources: RPBH019EP-08201 - To be executed by formal contract amendment #2 through the Office of General Counsel (Various Contracts)

Attachments: Recommendation Memo, Renewal Letters and Previous Awards

ANALYST _____ RESPECTFULLY SUBMITTED _____
ANNETTE BURNEY
GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Damian Cook, Grant Administrator, Office of Grants and Contract Compliance

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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 _____

Office of Grant and Contract Compliance

August 23, 2016

MEMORANDUM

TO: Greg Pease, Chief of Procurement Division

THRU: Damian Cook, Grant Administrator
Office of Grants & Contract Compliance

FROM: John Snyder, Human Services Planner
Office of Grants & Contract Compliance

RE: CSPEC Ex-Offender RFP-ESC-0345-16 Revised Award

The Office of Grants and Compliance would like to initiate the contract renewal option for two awardees; Prisoners of Christ and Clara White Mission. Prisoners of Christ exceeded their contracted number of ex-offender employment. Clara White had some issues in the beginning and resolved those issues and in the last couple of months made strides toward their goal. The other two providers (Women's Center of Jacksonville & Operation New Hope) have not been able to meet expectations and therefore the Jax Journey Oversight Board does not want to enter into a contract renewal.

Therefore, we would like the approval to readjust the funding for both Prisoners of Christ and Clara White Mission as indicated in the chart below once the 2017 COJ Budget is approved by City Council and signed by the Mayor.

Organization	RPBH019EP
Prisoners For Christ	$315,000
Clara White	$115,000
Total	**$430,000**

There will be some contact amendments, which both providers have agreed in principle. First, the ex-offender must have been released within the last 24 months. Second, add language to include part-time employment.

Thank you for considering our request.

Please contact me at 255-8202 additional information is required.

Leslie-Burney, Annette

From: Snyder, John
Sent: Wednesday, August 24, 2016 12:24 PM
To: Leslie-Burney, Annette
Subject: FW: POC Contract Renewal

FYI

John Snyder
PSG & Trust Fund Coordinator
Office of the Director
Finance & Administration
City of Jacksonville
214 North Hogan Street 8th Floor RM 843
(904) 255-8202

From: Steve McCoy [mailto:jsmccoy33@gmail.com]
Sent: Wednesday, August 24, 2016 9:18 AM
To: Snyder, John
Subject: Re: POC Contract Renewal

John
This letter is to confirm our acceptance of the contract renewal. Thank you for the privilege of serving the City of Jacksonville through the Jacksonville Journey.
Regards,
Steve McCoy

On Wed, Aug 24, 2016 at 8:48 AM, Snyder, John <JSNYDER@coj.net> wrote:

Mr. McCoy,

Please confirm your acceptance of your contract renewal with the following changes;

1. You will receive $315,000 with the understanding that you will be reimbursed $2,603 per employed ex-offender (a 3% increase over last year).

2. All reimbursed ex-offenders must have been released within the last 24 months of their enrollment into your program.

3. You will also be reimbursed for part-time employed ex-offenders at a prorate rate. This rate will be calculated by averaging the hours worked in a two week time period to 64 hours (DOL considers full-time as 32 hours a week). This percentage will then be multiplied by your reimbursement rate of $2,603 to determine you payment.

Please respond to me as soon as possible.

John Snyder

PSG & Trust Fund Coordinator

Office of the Director

Finance & Administration

City of Jacksonville

214 North Hogan Street 8th Floor RM 843

(904) 255-8202

--

Dr. J Stephen McCoy
Executive Director
Prisoners of Christ
904.358.8866

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

August 30, 2016

1830 North Main St.
Jacksonville, FL 32206

NOTIFICATION OF RESCISSION

BIDDERS' NAME: Operation New Hope

CONTACT NAME: Terri Foreman, CAO

BID NUMBER: ESC-0345-16

NAME OF BID: Ex-Offender Employment Program Services (Rebid)

DATE OPENED: November 18, 2016

REASON FOR RESCISSION:
Award is being rescinded due to failure to perform the services in accordance with the specifications.

BUYER'S SIGNATURE: _____
ANNETTE L. BURNEY

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Tuesday, August 30, 2016 11:05 AM
To: kgay@operationnewhope.com
Cc: Bryant Dallas, Sharon
Subject: Rescission Notice: ESC-0345-16 Ex-Offender Employment Program Services
Attachments: COJ Procurement.pdf

Kevin, please find the attached rescission notice regarding the above award.

Annette L. Burney
Purchasing Analyst
City of Jacksonville
Procurement Division
Office: 904-255-8810
Fax: 904-360-8527

-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Tuesday, August 30, 2016 10:24 AM
To: Leslie-Burney, Annette
Subject: COJ Procurement

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Ed Ball 8th Floor
Device Name: P0697

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PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

August 30, 2016

5644 Colcord Avenue
Jacksonville, FL 32211

NOTIFICATION OF RESCISSION

BIDDERS' NAME: Women's Center of Jacksonville, Inc.

CONTACT NAME: Shirley Webb, Exec. Dir.

BID NUMBER: ESC-0345-16

NAME OF BID: Ex-Offender Employment Program Services (Rebid)

DATE OPENED: November 18, 2016

REASON FOR RESCISSION:
Award is being rescinded due to failure to perform the services in accordance with the specifications.

BUYER'S SIGNATURE: _____
ANNETTE L. BURNEY

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Tuesday, August 30, 2016 11:12 AM
To: 'tmiles@womenscenterofjax.org'
Cc: Bryant Dallas, Sharon
Subject: RESCISSION NOTICE: ESC-0345-16 Ex-Offender Employment Program Services
Attachments: COJ Procurement.pdf

Teresa, please find the attached rescission letter regarding the above award.

Thank you,

Annette L. Burney
Purchasing Analyst
City of Jacksonville
Procurement Division
Office: 904-255-8810
Fax: 904-360-8527

-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Tuesday, August 30, 2016 10:24 AM
To: Leslie-Burney, Annette
Subject: COJ Procurement

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Ed Ball 8th Floor
Device Name: P0697

For more information on Xerox products and solutions, please visit http://www.xerox.com

SUBJECT: **EX-OFFENDER EMPLOYMENT PROGRAM – JAX JOURNEY—RE-BID**

BID # ESC-0345-16 OPEN DATE: 11/16/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
Service Contract -- From Date of Award through September 30, 2016 with Two (2) One (1) Year Renewal Options

AGENCY: Office of Grants & Contract Compliance

BASIS OF AWARD: Evaluation Criteria

NUMBER OF BIDS INVITED: 29 **NUMBER OF BIDS RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend contract No.10173 to Prisoners of Christ to increase the funding for the Ex-Offender Employment Program as a result of receiving additional funding by City Council via Ordinance 2016-176-E. Total estimated increase not to exceed $50,000.00 for a total revised expenditure for Prisoners of Christ not to exceed $143,722.00. The total expenditure not to exceed $668,201.00.

Funding Sources: RPBH019EP-08201
To be executed by formal contract amendment #1 through the Office of General Counsel.

Attachments: Recommendation Memo; Budget Transfer; Copy of Contract; Previous Award

ANALYST _____ RESPECTFULLY SUBMITTED _____
CHELSEY RENFROE **GREGORY PEASE, CHIEF PROCUREMENT DIVISION**

CONCURRENCE BY: **DAMIAN COOK, GRANTS ADMINISTRATOR**

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING _____ DATE: 6-16-16

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 6/16/16

APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____
Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: EX-OFFENDER EMPLOYMENT PROGRAM – JAX JOURNEY—RE-BID

BID # ESC-0345-16 OPEN DATE: 11/16/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
Service Contract -- From Date of Award through September 30, 2016 with Two (2) One (1) Year Renewal Options

AGENCY: Office of Grants & Contract Compliance

BASIS OF AWARD: Evaluation Criteria

NUMBER OF BIDS INVITED: 29 **NUMBER OF BIDS RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject DEW Ministries for being non-responsive, specifically for not meeting all the minimum requirements as stated in their rejection letter.

Recommend approval to award to the following agencies for the Jacksonville Journey Ex-Offender Employment Program: Prisoners of Christ, Inc. in the amount of $93,722.00; Women's Center of Jacksonville, Inc. in the amount of $126,083.00; Clara White Mission, Inc. in the amount of $146,929.00; and Operation New Hope, Inc. in the amount of $251,467.00. Period of service from date of award through September 30, 2016 with two (2), one (1) year renewal options. The total estimated expenditure not to exceed $618,201.00.

Funding Sources: RPBH019EP-08201 - $352,633.00
RPBH019TRP-08201 - $265,568.00
To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo; Tabulation Sheet; Section 4; Evaluation Matrix; Rejection Letter

ANALYST _____ CHELSEY RENFROE

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: DAMIAN COOK, GRANTS ADMINISTRATOR

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING _____ DATE: 12/10/15

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 12/10/15

APPROVED ✓ DISAPPROVED: _____

OTHER: _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05