16

SINGLE SOURCE AWARD **BID # SS-12644-22**

Subject: WILD Program

Department: Kids Hope Alliance

Description of Purchase:
Recommend approval of single source award to Jacksonville Zoological Society, Inc., for a program that teaches teens hard and soft skills needed for adulthood. Period of service is from 1 August 2022 – 31 July 2023. Total estimated expenditure not to exceed $291,193.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be encumbered by purchase order

Single Source Award To: Jacksonville Zoological Society, Inc.

Price Justification: See attachment

Total Award: $291,193.00 **Requisition #:** KHOD-501086-22

Attachments: Recommendation Memo, Single Source Request Form, Vendor Letter and Previous Awards

Certification as to Single Source: Kenneth Darity, Chief Programs Officer, Kids Hope Alliance

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Jaclyn Stames

W. Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 12/2007

SINGLE SOURCE REQUEST

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.

REQUESTING AGENCY (DEPT./DIVISION): Jacksonville Zoological Society, Inc. W I L.D Program

FUNDING SOURCE: 10901 181001 582007 000001 00000000 00000 00000000

BRIEF DESCRIPTION OF GOODS/SERVICES:

The W I L.D Program provides culturally-diverse teens in Jacksonville with innovative leadership and employment opportunities. The participants between agas 13 -18 serve as community ambassadors of the zoo and gardens. The Jacksonville Zoological Society W I L.D Program serves as an educational outreach program to address and promote environmental literacy.

AMOUNT OF PROJECT (attach quote): $291,193

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

The W.I.L.D. Program fosters a team-oriented environment for at-hope youth that live in Jacksonville, Florida. The program provides opportunities for the youth to build their public speaking skills by presenting information to the public through in-zoo and outreach experiences about wildlife and conservation.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

The W I L.D. Program offers specialized services to the teens of Jacksonville to become leaders of their community. The program teaches hard and soft skills to equip them for adulthood. The teens that go through the program become trained in animal care, experts and educators in wildlife and conservation. The program also serves as a nurturing environment to inspire growth, accountability and teamwork which supports the teens as whole learners by developing independence, shared responsibility and effective communicators to become voices for conservation in their community.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

The Jacksonville Zoo and Gardens is the only walking safari in Northeast Florida and has exclusive rights to the W.I.L.D. program. The Jacksonville Zoo and Gardens owns the intellectual property of the W.I.L.D. program and no other entity is able to provide the services as provided by the Jacksonville Zoo and Gardens

Submitted by: Sherrill Smith-Hensley — Research Coordinator

(Name) (Title)

Date: 4/28/22

Requesting Agency's Director's Signature:

Procurement Division ____

March, 2017

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Gregory Pease, Chief of Procurement

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

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

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

SUBJECT: Request for Single Source – Jacksonville Zoological Society, Inc. W.I.L.D. Program for $291,193.

DATE: April 21, 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 (the "KHA") respectfully request approval of the following:

1) Single Source for Jacksonville Zoological Society, Inc. W.I.L.D program to provide opportunities for culturally diverse teens to serve as community ambassadors of the Jacksonville Zoo and Gardens and the program will serve as an educational outreach program to address and promote environmental literacy in the amount of $291,193. The term of the contract is August 1, 2022 – July 31, 2023.

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

The KHA anticipates funding as follows:

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181007	582001	000000	00000000	00000	00000000

Total Funding **$291,193**

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

Cc: Bryan Matus, Buyer
Shari Shuman, Interim Director, Finance
Joyce Watson, Director, Administration, Contracts, and Purchasing
Tyrica Young, Director, Research and Grants

JACKSONVILLE ZOO AND GARDENS

April 21, 2022

Jodie Thomas
Kids Hope Alliance
1095 A. Philip Randolph Boulevard
Jacksonville, FL 32206

RE: Letter of Intent for Program Extension

Dear Ms. Thomas,

I am submitting this Letter of Intent to notify the Kids Hope Alliance that Jacksonville Zoo and Garden's intent to continue the W.I.L.D. program and extend from August 1, 2022 through July 31, 2023.

Jacksonville Zoo and Gardens proposes to request program funding in the amount of $297,193.
This program period will serve 23-30 Students at $13-14/hr for 8 hours per week throughout the school year and 30 hours per week throughout the summer.

Jamie Lankenau will be our main point of contact for the purposes of the extension process and can be reached at: 904/ 757-4463 x107: lankenauj@jacksonvillezoo.org.

Thank you for this opportunity to help improve our community for children.

Sincerely,

Leanne White
Director of Education

BOARD ACTION ITEM: SINGLE SOURCE

ESSENTIAL SERVICES CATEGORY: PRETEEN/TEEN & SPECIAL NEEDS

GOVERNANCE MEETING: APRIL 4, 2022

FINANCE MEETING: APRIL 6, 2022

BOARD MEETING: APRIL 13, 2022

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

1) Approve new contracts based on a Single Source exemption of the following programs from August 1, 2022–July 31, 2023, in the approximate amount of $704,750.

2)

ESC	*AGENCY*	*PROGRAM*	*CONTRACT START DATE*	*CONTRACT END DATE*	*FUNDING*
PTT	Goodwill Industries of North Florida, Inc.	Take Stock in Children	8/1/2022	7/31/2023	$102,000
PTT	Jacksonville Zoological Society, Inc.	W.I.L.D. Program	8/1/2022	7/31/2023	$291,193
PTT	Police Athletic League of Jacksonville, Inc.	Teen Leadership Program	8/1/2022	7/31/2023	$111,557
SN	Hope Street, Inc.	TBRI Training	8/1/2022	7/31/2023	$200,000

3) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies were initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the programming can only be efficiently performed by the listed agency due to the specialized nature of the services. Therefore, the services are classified as Single Source and may be approved in accordance with the Procurement Single Source Code and procedures set forth herein without competition.

The current recommendation is to provide an additional one year of funding to the listed agencies to provide specialized services in the areas of both Pre-Teen/Teen and Special Needs while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

FISCAL IMPACT:

The providers listed above will receive funding as indicated above for a total of $704,750 or up to a 10% increase as necessary.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.

2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:
Staff recommends approval.

Justification of funding for the Jacksonville Zoo and Gardens' W.I.L.D. Program:

The W.I.L.D. Program at Jacksonville Zoo and Gardens develops teens as leaders of their peers and in their communities by presenting as experts on various conservation subjects through formal presentations and original educational programs. The teens learn how to hold themselves and their teammates accountable through regular attendance and adherence to a work schedule, since for many of the teens this is their first job. Education programming at the zoo and offsite interpretive outreaches led by the WILD teens builds confidence in themselves as well as empowers those they engage with to be voices for conservation in their communities. By strengthening hard and soft skills, the teens become better prepared for the rest of their lives through college and job-seeking. The duties they have as zoo employees become personal responsibility as well as team accountability-building and leadership. Through civic engagement, they will gain a wider view of their communities and the natural world as wildlife and conservation educators. Students become trained in animal care, knowledge and customer training, and public relations. The program also works to build mentorship both for the youth and among the youth as WILD team stewards can be promoted to WILD team leads. The WILD team aims to provide programming to historically economically disadvantaged communities in Jacksonville and through these efforts, JZG is able to reach communities and individuals who have accessibility disadvantages to visit the Zoo and Gardens and connect with nature. This includes hosting community partners onsite at JZG as well as offsite at community events.

Teens served from economically disadvantaged communities in Jacksonville receive competitive pay for a rare job opportunity at their age that provides professional development and previously mentioned skill-building. A majority of the budget requests funding to pay the teens year-round at this competitive rate as part-time educators on Jacksonville Zoo and Garden's Community Engagement team. The budget narrative also requests funding to support the role of the team coordinator who holds the full-time role of managing the teens and coordinating the role of the W.I.L.D. team in the community. Other expenses of Jacksonville Zoo and Gardens such as onboarding costs, lease for the WILD portable onsite, program evaluation software as well as food for the teens and supplies to carry out educational programs are requested and necessary for the function of the program. In addition to this funding allowing Jacksonville Zoo and Gardens to offer this employment opportunity to at-risk youth in Jacksonville, this funding also allows JZG to offer free programming aimed at disadvantaged communities in Duval County working to close the economic accessibility gap and widen JZG's impact in connecting our community with wildlife and wild places.

Availability of services from other sources:

This program and the services provided for at-risk Duval County teens is unmatched in the community. We have researched, discussed and evaluated the program based on the city's procurement and equal business opportunity divisions and aim to continue to offer this unique and well-established program for the youth of Duval County.

SUBJECT: Preteen/Teen Success: Afterschool and Summer Programs

BID #: ESC-0212-20 **OPEN DATE: 8/28/19**

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: 22 **NUMBER RECEIVED:** 20 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second and final renewal option with the providers listed in the attached Exhibit 1 to include a 2% COLA increase and updated insurance requirements. Period of service is from August 1, 2021 through July 31, 2022. Total revised estimated annual expenditure amount is $2,078,438.00, for a total expenditure amount not to exceed $5,239,540.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

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

CONCURRENCE BY: Kenneth Darity, Chief Program Officer, 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: 7/22/2021

_____ OTHER: _____

_____

_____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 7-26-21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Gregory Pease, 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: Pre-Teen/ Teen Programming Continuation Funding FY 2021-2022
Second of Two Renewal Options -Bid # ESC 0212 - 20

DATE: June 22, 2021

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 approval of the following:

1) The funding for Pre-Teen/Teen programming as outlined in Exhibit 1 in the amount of $2,078,438. The funding recommendation includes a 2% Cost of Living Adjustment (COLA) increase.
2) The insurance requirements will be updated based on the attached Exhibit 3

Index Code 10901 181007 582001 000000 00000000 00000 0000000

Total Funding **$2,078,438**

This is the second of two renewal options under the aforementioned RFP

The terms of Agreement are as follows:

August 1, 2021 – July 31, 2022
Buyers will have the option to renew such agreement contingent upon but not limited to availability of funding, history of performance outcome achievement, past programmatic performance, agency viability, and successful negotiation of programmatic and budgetary items.

The option to renew shall be at the sole and complete discretion of the KHA, and subsequent renewal periods may be subject to renegotiated performance measures, deliverables, and contractual terms.

SUBJECT: Preteen/Teen Success: Afterschool and Summer Programs

BID #: ESC-0212-20

OPEN DATE: 8/28/19

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: 22 **NUMBER RECEIVED:** 20 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2020 to date of contract execution. Recommend approval to utilize the first of two (2) renewal options with contractors outlined in the attached memo. Period of service is from date of award through July 31, 2021. Total revised estimated annual expenditure amount is $1,619,732.00, for a total expenditure amount not to exceed $3,161,102.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

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

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

CONCURRENCE BY: John Everett, Director, Pre-Teen/Teen Programs, 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: 10/15/2020

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/15/20

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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