15

SINGLE SOURCE AWARD **BID # SS-12643-22**

Subject: Teen Leadership Program

Department: Kids Hope Alliance

Description of Purchase:
Recommend approval of single source award to Police Athletic League of Jacksonville, inc., for the Teen Leadership Program. This program empowers teens with social and professional skills needed to become leaders and provides resources for teens. Period of service is from 1 August 2022 – 31 July 2023. Total estimated expenditure not to exceed $111,557.00.

Funding Source: 10901.181007.582001.000000.00000000.00000.0000000 – To be encumbered by purchase order

Single Source Award To: Police Athletic League of Jacksonville, inc.

Price Justification: See attachment

Total Award: $111,557.00 **Requisition #:** KHOD-501087-22

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 Stamos

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 _____

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): Kids Hope Alliance

FUNDING SOURCE: 10901 181007 582001 000000 00000000 00000 00000000

BRIEF DESCRIPTION OF GOODS/SERVICES:

Youth Services: The Police Athletic League of Jacksonville, Inc. (PAL) Teen Leadership Program is designed to close the literacy and skill gaps often associated with school experiences Empower the teens with social and professional skills needed to become leaders and provide resources to enable the teens to thrive and flourish.

AMOUNT OF PROJECT (attach quote): $111,557

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

The PALTeen Leadership Program will provide teens with educational opportunities, provide resources and leadership to help develop social and professional skills to transition into adulthood, opportunities to engage in community service to strengthen community and promote citizenship, expose teens to various college and career pathways, establish mentors with local law enforcement to foster trust between youth and law enforcement, and provide opportunities

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 PAL Teen Leadership Program is designed to ensure that the teens participating in the program will meet the following goals teens will successfully complete high-school, teens will be prepared to transition to college, teens will be prepared to transition into the work force, teens will develop leadership skills,teens will help strengthen community citizenship, teens will foster positive relationships with law enforcement and teens will demonstrate improved literacy skills

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:

Jacksonville Sheriff's Office (JSO) has partnered with the Police Athletic League of Jacksonville, Inc. (PAL) to provide high quality youth services in Duval County, Florida. JSO is one of the premier law enforcement agencies and strive for a crime-free environment, driven by partnerships with empowered citizens, fostering a vibrant community and the success of all individuals

Submitted by: Sherrill Smith-Hensley (Name) Research Coordinator (Title)

Date: 4/27/2022

Requesting Agency's Director's Signature:

Procurement Division ____

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 – Police Athletic League of Jacksonville, Inc. Teen Leadership Program for $111,557.

DATE: April 27, 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 Police Athletic League of Jacksonville, Inc. Teen Leadership Program is designed to close the literacy and skills gaps with teens. The Police Athletic League Teen Leadership program will provide teens with educational opportunities and resources that inspire leadership in the amount of $111,557. 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 **$111,557**

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

POLICE ATHLETIC LEAGUE OF JACKSONVILLE, INC.

April 6, 2022

Tyrica Young
Kids Hope Alliance
1095 A. Philip Randolph Boulevard
Jacksonville, FL 32206

RE: Pre-Teen/Teen – Single Source

Dear Mrs. Young,

Please accept this letter as notice of the Police Athletic League of Jacksonville, Inc.'s intent to continue as 2022 -2023 Pre-Teen / Teen following location:

Site Name	Address	Service Dates	# Youth Proposed	Contract Amount
JaxPAL	P. O. Box 351060 32235	August 1, 2022 to July 31, 2023 (136 total days)	40	$111,557

We appreciate the opportunity to be a program provider for another year and look forward to working with the Kids Hope Alliance (KHA).

Sincerely,

Mary Bishop
Executive Director

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.

I. PROJECT NARRATIVE

A. Program Plan and Description

1.) Statement of Need

a.) The majority of the teens we serve through our JaxPAL Teen Leadership Program live and go to school in some of our city's toughest neighborhoods, where being exposed to crime, violence, drugs, and gangs is an unfortunate reality. Most of their time is spent in neighborhoods affected by nationally recognized risk factors for youth, such as: poverty, teen pregnancy, STDs/HIV/AIDS, births to unwed mothers, single-parent households, high school dropouts, and unemployment.

Our Teen Leadership Program is made up of teens from across our city. Currently, our teen leaders attend the following schools: William M. Raines High School, 3363 Raines Ave, 32209 Jean Ribault High School. 3701Winton Dr, 32208; Riverside High School, 1200 McDuff Ave S., 32205; Paxon School for Advanced Studies, 3239 Norman E Thagard Blvd, 32254; First Coast High School, 590 Duval Station Rd, 32218; Atlantic Coast High School, 9735 R G Skinner Pkwy, 32256; Sandalwood High School, 2750 John Promenade Blvd, 32246, Douglas Anderson School of the Arts, 2445 San Diego Rd, 32207, Temple College Preparatory,1766 W. 17th Street, 32209, Terry Parker High School, 7301 Parker School Rd, 32211, KIPP Impact Academy & KIPP Bold City High, 1440 McDuff Ave, 32254, Andrew Jackson High School, 3816 N. Main St, 32206.

Our Teen Leadership Program is housed in our JaxPAL Northside Center, located at 2165 W 33rd St. Our Northside Center is centrally located to the Grand Park, Magnolia Gardens, and Moncrief neighborhoods. While our program is open to all teens in Jacksonville, our target population are at-hope youth, between the ages 13-18 or 8th-12th grade, who live in the following zip codes: 32202, 32205, 32206, 32208, 32209, 32210, 32211, 32218, 32244, 32254, 32277.

The schools we target to recruit participants from include: William M. Raines High School, Jean Ribault High School, Jean Ribault Middle School Riverside High School, Paxon School for Advanced Studies, First Coast High School, Stanton College Preparatory, Terry Parker High School, Kirby Smith Middle School, Darnell Cookman Middle School, Jefferson Davis Middle School, A. Philip Randolph Academies of Technology, Northwestern Middle School, Matthew W. Gilbert Middle School, Darnell Cookman School of the Medical Arts, Andrew Jackson High School of Advanced Technology, Edward H. White High School, and Frank H. Peterson Academies of Technology and Temple College Preparatory. We also participate in the Sheriff's Neighborhood Crime Prevention Walks where we share information about our program door-to-door to local neighborhood residents.

b.) We have been providing high quality and intentional programming for teens for more than 20 years. Our JaxPAL Teen Leadership program is uniquely attuned to the needs of our participants. Our teen leaders serve as the governing board for the program, designing and implementing their program components alongside Jacksonville Sheriff's Office law enforcement officers who serve as mentors. Because our teens play such an integral part in the program design, we can tailor our program to meet their specific needs. In addition to our teen's invaluable guidance, our program structure is also informed by research and evidence-based programming for teens. Studies show that, while high school graduation rates are increasing, high school seniors are exiting school without the necessary knowledge and skills to be successful in either the workforce or post-

secondary education. A recent study from Achieve indicated that 88% of college professors and 82% of employers reported significant gaps in high school graduate's skills/knowledge. In fact, 40% of all students entering college must take remedial courses. The message is clear: high school seniors need additional supports to fill these gaps and ensure that they are prepared for success as they transition from high school to adulthood. These gaps include but are not limited to critical thinking, work and study habits, problem solving, written and oral communication, computer and technology skills, teamwork, and/or conducting research. Our program works to fill these achievement gaps by focusing on seven key areas, which include: high school success/completion, college readiness, career readiness, literacy, civic engagement, leadership development, and youth and police relations.

In addition, our program is also intentionally designed to meet the unique challenges of at-hope teens. The realities of the demographic we serve means that our teens can't leverage their own free time. Many of our teens serve as caregivers for younger siblings or elder family members, work after-school jobs to help with the family's finances, or don't have a reliable source of transportation. Research from the National Alliance for Secondary Education and Transition shows that at-hope teens are often excluded from many leadership programs due to either the realities associated with managing their challenges or misconceptions about their challenges.

Our Teen Leadership program is designed to be able to meet our teens where they are in respect to the realities of their everyday lives and provide programming for teens who might not otherwise be included. According to research from the Endowment for Health regarding youth engagement best practices, it has been shown that traditional meeting structures may need to be adjusted to accommodate the needs and challenges of at-hope youth. To ensure that our program is responsive to these challenges, we have adopted a non-traditional structure that is evidence-based, informed by the experiences of our participants and offers a continuum of service that keeps our teens engaged.

In the report "Making Graduation A Priority" from the National Education Association, researcher found that reorganizing to small, personalized learning environments and providing adult advocates for students were the keys to increasing graduation rates among at-hope teens. One of the hallmarks of our Teen Leadership program is its individualization. We intentionally serve 40 teens throughout the year to ensure that we are able to provide each one of our teen leaders with personalized support, the opportunity to build a strong and impactful mentor relationship with our staff and law enforcement officers, and the highest quality of intervention and service. We know our program works, but it's best to hear the impact from one of our teens:

During my senior year I was involved in a physical altercation at school which led me to being expelled and placed at an alternative school for approximately half of my senior year of high school. This was a real blow to me and my family. It was my senior year, and I was playing football and I had real plans to go out on top this year with hopes of being recruited. This was a real set back.

Mrs. Middleton supported me and my family during this difficult time by not allowing me to give up on myself. She continued to encourage me to take ownership for my part in the altercation,

helping me to see what I could have done differently, how I should have handled things and that I can always come to her with anything.

I just want to say thank you for selecting me for State PAL "Boy of the Year" from the bottom of my heart and for recognizing my potential and ability to engage in this program while learning what it takes to be a good leader and to give back to my community. I was first enrolled with the P.A.L. for the after-school program in elementary school years. For the summers I would regularly attend the P.A.L. summer camps. I then transitioned into the Teen Leadership Program in the beginning of High School, where I was able to participate in many more activities.

I am happy to say I'm grateful for the opportunities that have come to me just by being a member of the program, it has been so wonderful for both me and my family. I have been afforded the opportunity to mentor other kids in the program and provide a 'big brother' approach to listening to their needs and helping them with suggestions to solve day to day problems. Just like I was given those same opportunities

I hope you all will continue to keep this program going and encourage kids across the nation that they too can make a difference in the community and be acknowledged for this and other Awards through the P.A.L.

Again, thank you for selecting me for SPAL's Boy of the Year for 2021. I hope you all continue to stay well and be safe.

Best Regards,

Jamal Boyette

2.) Expected Outcomes and Outputs

Our Teen Leadership Program will run tandem to our fiscal year calendar from July 1 to June 30. Program activities will be held on weekdays and weekends throughout the year depending upon the scheduled activity. Our program will focus on building skills that support the following key component areas: high school success/completion, college readiness, career readiness, literacy, civic engagement, and leadership development. In addition, we will work to foster positive youth and police relations.

Our Teen Leadership Program Outcomes and Outputs are:

- Teens will successfully complete high school
  - Seniors will graduate high school
  - Participants will promote to next grade
- Teens will feel prepared to transition to college
  - Teens will attend college and vocational school tours
  - Teens will apply for financial aid/scholarships as applicable
- Teens will feel prepared to transition to the work force
  - Teens will be exposed to various career paths, including military service

    - Teens gains hands-on job experience through JaxPAL's work development program
    - Teens participate in skill-building enrichment programming.
- Teens will develop leadership skills
    - Teens will attend leadership trainings/conferences
    - Teens will participate in life and social skill-building activities
- Teens help strengthen our community through citizenship
    - Teens engage in local and regional community service projects
    - Teens engage in service-learning projects
    - Teens engage in civic enrichment activities
- Teens foster positive relationships with law enforcement officers
    - Teens engage in mentorship opportunities with local law enforcement officers
- Teens will demonstrate improved literacy skills
    - Teens will participate in literacy skill-building activities

3.) Project Design/Implementation

a.) Our Teen Leadership Program is designed to: close the literacy and skills gaps that traditional school experiences leave; empower our teens with the social and professional skills needed to become leaders; and the resources they need to break the cycle to thrive and flourish.

The goals of our Teen Leadership program are to provide teens with:

- diverse cultural and educational opportunities to shape their plan for the future.
- resources and leadership to help them develop the social and professional skills needed for a successful transition to adulthood.
- opportunities to engage in community service to help strengthen our community and promote citizenship.
- an inclusive exposure to various college and career pathways.
- engagement and mentorship opportunities with local law enforcement officers to foster positive youth and police relations.
- and opportunities for family involvement to help strengthen the entire family unit.

We have intentionally designed our Teen Leadership Program activities to meet these goals. The following are our proposed methods for meeting these goals and our program outcomes:
Teens will successfully complete high school- Teens will be provided with academic supports such as tutoring from the certified teacher who helps facilitate the program, as well as from other teachers and former teachers who currently work at JaxPAL. In addition, our community partners will provide enrichment programs that teach our teens vital skills (i.e., study habits, goal setting, time management, etc.) that will contribute to their success in high school and beyond.

Teens will feel prepared to transition to college- Through our programming, teens will become more comfortable and confident in their transition to college through taking college and vocational school tours; the completion of college and scholarship applications; and enrichment programming provided by our community partners that teaches computer skills, financial literacy, etc. In addition, through our partnership with UNF, teens and their families will learn about available financial aid and scholarships and complete the FAFSA. Our juniors and seniors will take SAT/ACT prep courses.

Teens will feel prepared to transition to the work force- Teens will gain valuable on-the-job skills, such as time management, and problem solving, by participating in our work development program. Through guest presenters, our teens explore different career pathways and the crucial workplace skills employers seek but often find lacking in young employees, participate in mock interviews and resume writing workshops, and learn quality customer service skills.

Teens will develop leadership skills- Teens will gain invaluable leadership skills as they act as a governing board for the Teen Leadership program, serve as advisors on State of Florida Association of Police Athletics/Activities Leagues Youth Development Council; attend leadership conferences, and complete a leadership curriculum specifically designed for teens.

Teens help strengthen our community through citizenship- To develop their citizenship skills, teens will engage in various civic and community activities such as: local and regional community service projects; community-based service-learning projects; attendance at City Council Meetings; and participation in the Mayor's Youth Advisory Council.

Teens foster positive relationships with law enforcement officers- Teens will build trust and familiarity with law enforcement officers by participating in community engagement activities with JSO and by forming mentor relationships with JSO/JaxPAL officers.

Teens will demonstrate improved literacy skills- Teens will practice literacy skills by completing reading assignments, writing written responses to discussion questions; writing essays; and participating in writing workshops facilitated by both a certified teacher and community partners.

In addition to these methods stated above, we utilize a collaborative evidence-based approach to meet these goals. Our innovative, youth-led approach empowers our teens to demonstrate responsibility, decision-making, and accountability.
Research confirms what most of us intuitively know: every child needs a positive adult role model to follow in order to succeed in life; that social support from non-parental adults seems to protect a child from participating in many risky behaviors. What makes our program unique to other youth development programs is the partnership with the Jacksonville Sheriff's Office law enforcement officers act as mentors to the teens. This innovative and intentional engagement between law enforcement and our teens helps to:

- . Create Opportunities for Engagement: Our teens and law enforcement officers have a safe and supportive environment to help foster positive relationships.
- Build Trust and Familiarity: Our teens are able to humanize officers and witness positive interactions rather than just enforcement.
- Encourage Collaboration: Increases willingness to report crimes and likelihood to assist police in protecting their neighborhood.
- and Promote Open Dialogue: Our teens are more comfortable having open dialogue that debunks misconceptions.

Studies have shown that if a young person engages and interacts with law enforcement officers in a safe and supportive environment, they are more likely to respect the laws that police officers enforce. Such respect is beneficial to the youth, the police officer, the neighborhood, and the business community.

Additionally, we work with community partners who are dedicated to engaging our teens and preparing them for the transition to adulthood. Our key program partners are:

- University of North Florida: We have developed a partnership with the University of North Florida (UNF) to engage Jacksonville youth and put them on an academic pathway through our JaxPAL Teen Leadership Program. Through OspreyPAL, UNF will facilitate opportunities for JaxPAL teens to experience college through immersive campus tours, academic engagement and participation in university activities throughout the year; provide teens with ACT/SAT preparation courses; develop writing, public speaking and computer skills; provide faculty presenters at local JaxPAL teen meetings; and offer personalized cost of education advising to teens and their guardians. In addition, our JaxPAL teen leaders who are part of the program for a minimum of two years and who meet UNF's admission requirements, will be eligible for an OspreyPAL Scholarship award ($4,000 per year for up to $16,000).

- Continental Societies, Inc. – Jacksonville Chapter: The Continental Societies, Inc. – Jacksonville Chapter is a local civic dedicated to providing our city's youth with quality programming in the areas of Education, Employment, Health, Recreation, and Arts & Humanities. Each month, the dedicated and diverse group of women from the Continentals present enrichment programming at our Teen Leadership meetings. These presentations and activities help our young leaders develop valuable life skills needed for a successful future.

- State of Florida Association of Police Athletic/Activities Leagues, Inc.: The State of Florida Association of Police Athletic/Activities Leagues, Inc. (SFAPAL) was formed in 1983 with a goal of developing Police Athletic League (PAL) programs/organizations in every city or county in Florida, to improve youth and police relations. By using athletic, education, and leadership-based programs during after school and weekend hours, police officers working with youth have decreased the amount of free time youth have available for negative activities.

Through our long-standing partnership, our teen leaders serve as one of SFAPAL's Youth Directors Councils. As such, they serve as advisors on the design and implementation of statewide PAL initiatives (a special emphasis is placed on community service and citizenship.)

We also know that parents/guardians who believe in the program's quality will go the extra mile to make sure their teen participates. We work to build positive and strong relationships with our families by integrating programming that benefits both our teens and their parents/guardians and promotes the success and sustainability of the entire family unit.

We believe in taking a holistic approach to student success. There is a growing and unmet need for mental health services for our country's youth. According to research conducted by the Centers for Disease Control and Prevention, one in five youth suffer from a mental health disorder. The struggles youth face can lead to major problems in academic performance: chronic absence, low achievement, disruptive behavior and dropping out. Unfortunately, 75% to 80% of youth in need of mental health services do not receive them due to lack of access. We are proud

to say that we have mental health counselors at each of our four community-based sites as part of our Afterschool Program. Our teens, as part of our JaxPAL family, have access to these counselors as an additional support for their growth and success.

b.) Our Teen Leadership Program runs tandem to our fiscal year calendar from July 1 to June 30. Program activities will be held on weekdays and weekends throughout the year depending upon the scheduled activity. Programming will be provided by a full-time program coordinator, a full-time (30 hrs a week) program administrator, and a part-time certified teacher, along with our dedicated community partners.

Our Teen Leadership Program is structured around a quarterly calendar. Each quarter, our teens participate in a variety of leadership, literacy, civic, and college and career readiness activities that encompass a vast array of structured and continuous activities to ensure our teens remain engaged year-round. In general, each quarter includes, but is not limited to:

Structured Components:	Continuous Components
4 Structured Program Meetings • *(Enrichment programming (i.e., writing workshops, time management, study habits, etc.)* 2 College/Vocational School Tours 1-2 Enrichment Experiences • *(CPR certification, attendance at a city council meeting, MYAC, etc.)* 1-2 Leadership Conferences • *(SFLPAL Youth Directors Council Regional Leadership Workshop, etc)*	Leadership Curriculum • *(Critical thinking, goal setting, etc.)* 2-3 Community Service and/or Community-Based Service-Learning Projects • *(Food drive, community clean up, hosting a community event to connect teens to needed resources, etc.)* Creation and continual management of individual action plans 20-25 Hands-on job experience opportunities through workforce development program and work stipends

<u>c.) Curriculum and Delivery Method</u>

The JaxPAL Teen Leadership Program is a collaborative effort that utilizes community partnerships to provide our teens with a robust and well-rounded curriculum that prepares them for success both in high school and after. Facilitated by a certified teacher, each month we focus on an overall leadership topic (i.e., teamwork, ethical decision marking, creative thinking, etc). Each of our teens is provided with a leadership workbook designed specifically for teens to use throughout the year. Our teens are required to complete a selected reading each month, answer related questions, and have an open discussion with their peers during program meetings. This ensures that our teens are participating in a continuum of service, further reinforcing their increased exposure to and comfort with written and oral communication. We celebrate diversity and are committed to creating an inclusive environment of mutual respect for our teens. Our diverse curriculum, program staff, and guest speakers are reflective of the realties of our participants' needs.

In addition, to ensure that our program provides a comprehensive and cohesive learning experience, our program staff and community partners, facilitate enrichment programming on one of our seven key program components (high school success/completion, college readiness, career readiness, literacy, civic engagement, leadership development, and youth and police

relations). Examples of enrichment programs may include financial literacy, life skills, technology skills, civic duty, etc. At the beginning of the year, our teens along with their parent(s)/guardian will meet one-on-one with program staff to discuss their year-end goals for academic, career, and civic success. Together, they will develop individualized Action Plans that outline their goals and plans for achieving these goals. The teens, their parent(s)/guardian, and program staff will meet on a regular basis to monitor the teens' progress, adjust methodology, and collaborate for success.

Lunch and Snack Plans

Because of our program design, we will not be utilizing a food service provider through Kids Hope Alliance, however our teens are provided with meals and/or snacks during their program meetings, community service projects, and whenever travel is necessary.

Incentive Plans

Our JaxPAL Teen Leadership Program places a premium on hard work and dedication, and we strive to reward our teens for their commitment and progress. Throughout the year, our teens work diligently to improve across our seven key component areas. Those teens who show the most growth, development, and dedication are rewarded with the opportunity to attend the SFAPAL Leadership conference in Orlando, which also features a special trip to Disney. This year-long incentive provides our students with a tangible goal towards which they work and rewards them for their growth as young leaders. In addition, smaller, intentional incentives will be awarded to teens who have shown exceptional growth, gone above and beyond, or showcased role model behavior.

B. Organizational and Subject Matter Program Competence

4.) Essential Services Goals

The JaxPAL Teen Leadership program is designed to provide intentional programming that fills the service gaps that teens experience as they transition to adulthood and fulfill the essential service goals of the Kids Hope Alliance. The program is designed to meet the needs in the following Essential Services areas:

Improve Literacy for All At-Hope Children and Youth: Literacy is an integral part of the JaxPAL Teen Leadership Program. Encompassing both reading, writing, and effective communication, our program provides our teen leaders with comprehensive literacy supports. Each month, our teens are tasked with reading a selection from a leadership workbook designed specifically for teens prior to attending program meetings. In addition to reading, the students will also write out responses to discussion questions related to the reading. During the first 20 minutes of the monthly meeting, our certified teacher will facilitate a group discussion of the reading and responses, deepening their understanding and reinforcing their learning. Written communication is an often-cited skill gap for recent high school graduates. To fill that gap and prepare our teens for success, our program has integrated essay writing and workshops facilitated by both a certified teacher and mentors from the Continentals Societies.

Improve Family and Community Engagement: The Teen Leadership program is community based and family responsive. Our programming is fully rooted in the community, with stakeholders such as the University of North Florida and the Continental Societies facilitating many of the leadership development, college readiness, and life-skills workshops. Additionally,

our program strives to serve the entire family unit by providing special workshops on financial literacy and FAFSA application for both our teens and their parents. This ensures that the entire family unit is supported, offering stability and sustainability, and also that the family as a whole is supported through our teen's transition to college or the workforce. Furthermore, our dedication to multi-generational and transitional supports means that we encourage our teens to bring their siblings to participate in our meetings, providing them with a continuum of services that prepares them to smoothly transition to our Teen Leadership Program.

Improve Employability and College-Readiness and Increase Access to and Knowledge of College and Career Readiness Opportunities and Strategies for Success: Throughout the course of the year, our teen leaders will visit a minimum of eight colleges, universities and /or trade schools to expose them to the different options available to them (four-year institutions, state colleges, HBCUs, vocational colleges, etc.)

Through our partnership with the University of North Florida, our teens have access to ACT/SAT prep classes and the unique opportunity to experience college life before they even graduate high school by attending UNF campus events, taking immersive campus tours, and taking advantage of opportunities to develop writing, public speaking, and computer skills.

To ensure that our teens are equally ready to join the workforce, our program also includes job-shadowing, career presentations, and invaluable hands-on-job experience (working alongside our JaxPAL staff and Board of Directors.) Employability is about more than just experience, so our Teen Leadership Program integrates interviewing and resume writing workshops that ensure that our teens are prepared for success. As an additional tool for both college and career readiness, our teens will have the opportunity to learn how to use the technology at their fingertips for success. Workshops will teach our teens how to successfully navigate the Microsoft Office Suite and the mobile apps that are available to help with note taking, scheduling, etc.

Increase Civic Engagement: Studies have shown that teens who are involved in civic activities are more likely to attain a higher level of education and a higher future income. Our JaxPAL Teen Leadership program provides our kids with a robust network of civic activities, from leadership conferences, attending city council meetings, learning how to register to vote and obtain a State ID, and planning and engaging in service-learning projects. Additionally, through our collaborative partnership with JSO, our teens have frontline access to JSO's community engagement programs (i.e., Police Explorers, Teen Driving Education, etc.)

5.) Evaluation and Sustainability

We measure our teen's success through a variety of methods that reflect the individual success plans of each of our students. Through quantitative data (attendance, report cards, etc) and qualitative (pre and post surveys, anecdotes, etc.) we measure our teens' growth and development. Each measure, outcome, and output are carefully aligned to the KHA essential services to plan to ensure that we are targeting the vital needs of our teens. For a more in-depth explanation of our measures and KHA's essential service plan, please see section B-4. Measurement of progress is only one part of the service plan, rewarding progress is one of best ways to reinforce a growth mindset and a continuous passion for learning and development. Each year the JaxPAL Teen Leadership rewards the growth, development, and progress of our teens at annual awards banquet. This banquet celebrates our teens' academic, career, and civic success throughout the year. Our participants have the opportunity to come together as one and reflect on and celebrate personal success and growth throughout the year. Awards are presented to students

across all seven of our key program components, celebrating the learning gained over the course of the year. This celebration of learning builds fellowship as each teen acknowledges the contributions and success of everyone in the cohort, encouraging a culture of growth that continues learning beyond our program and beyond the funding of this grant term.

C. Experience and Knowledge

6.) Organizational, Administrative, and Fiscal Capacity

JaxPAL was founded in 1972 with the mission of enriching the lives of children by creating positive relationships between law enforcement officers and the youth of our community through education, athletic, leadership, and outreach programs. JaxPAL is unique among youth development programs because it builds respect, trust and friendship between youth and law enforcement officers through our strong, collaborative partnership with the Jacksonville Sheriff's Office. By offering young people an opportunity to interact with and develop strong positive attitudes toward police officers, we are helping to build law-abiding citizens who will stay in school, join the workforce, contribute to the community, and become *Leaders for Life*. JaxPAL was built on the idea that a young person who respects police officers is much more likely to respect the laws they enforce. The concept began with sports, but today, in addition to athletics, we provide high quality, intentional out-of-school time programs such as afterschool, summer camp, teen leadership, and outreach to more than 4,700 at-hope youth annually.

For more than 20 years we have provided our city's teens with quality programming that provides leadership development, college and career readiness, and civic engagement skills they need to thrive. In addition, we have provided youth development programs under the oversight of Kids Hope Alliance (formerly Jacksonville Children's Commission) for more than 20 years. Most recently, we have demonstrated our capability to adhere to KHA contract requirements by achieving superior monitoring scores in our KHA funded programs.

JaxPAL is led by a Board of Directors comprised of community leaders who bring a wealth of knowledge to the organization. Our Executive Director, Mary Bishop, brings over 25 years of experience working as an advocate, ally, and mentor for youth. Our senior leadership team has more than 75 years of combined nonprofit experience, with a majority of it being youth focused. Our leadership team is comprised of the following positions: Operations Director, Education Director, Finance Director, Development Director, Athletic Director and a JSO Sergeant.

Lolita Middleton serves as our full-time Teen Leadership Program Coordinator. Ms. Kenyada Brown-Pearson, a certified high school CTE teacher, will assist in program delivery. In addition, the program will have a dedicated part-time program administrator for the collection and maintenance of all data including attendance, assessment data, program metrics, SAMIS input, etc. Our program administrator will participate and complete SAMIS trainings and webinars offered through KHA.

Having run similar sized programs over the past years, we have demonstrated our capability of successfully managing and financing our operations. Our entity has created sufficient reserves to be able to meet the City's funding guidelines. Our strategic cash planning has enabled us to remain operational while waiting for reimbursements. We have a proven track record with KHA in maximizing our available funds and being good stewards of the funding entrusted to us. We

also practice the method of continuous improvement through assessment, planning and striving to improve our program quality and outcomes.

7.) Staff Qualifications

We know that quality programming requires quality staff. We have assembled an experienced and highly qualified staff to oversee the JaxPAL Teen Leadership program. Our staff consists of:

Program Coordinator (Full-Time): Lolita Middleton is responsible for managing the daily operations of the JaxPAL Teen Leadership Program; providing case management for each youth by tracking academic and social progress and developing individualized interventions and plans for improvement; facilitating program activities and events; recruiting and retaining teen participants by developing authentic relationships; developing strong community partnerships that provide engaging learning experiences and promotes youth voice; and foster relationships with families of the youth we serv. Lolita Middleton is a long-time resident of Jacksonville, even attending Robert E. Lee Senior High School now known as Riverside High— a school many of our teen leaders attend, uniquely positioning her to understand the needs of our teens. Lolita also graduated locally from Jacksonville University receiving her Bachelor of Science Degree. She has over 20 years' experience working with Teens providing employability skills training, career and college tours and workshops centered around life skills trainings.

Certified Teacher (Part-Time): Ms. Kenyada Brown-Pearson, who is a high school Career and Technical Education (CTE) certified teacher, will create experiences that support academic and college readiness growth; facilitate literacy curriculum and career and technology education; and serve as a resource for additional academic supports. Ms. Brown currently works as a CTE certified teacher at Robert E. Lee High School.

Program Administrator (Full-Time at 30 hrs. a week): This position will provide administrative and programmatic support; ensure compliance with grants/community partners/JaxPAL policies and procedures; accurately enter and maintain participant data and program metrics in internal database and SAMIS; assist Program Coordinator in ensuring achievement of program goals and timeline, and participant action plans.

The program will also be supported by our leadership team and all JaxPAL assigned JSO officers. Our teens will have access to all current and former certified teachers currently working in our Afterschool and Summer Camp programs for tutoring and/or homework assistance.

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
Fr[illegible] Mayor Lenny Curry
L[illegible] Authority of
E[illegible]tive Order No. 2019-02

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

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 reject Edward Waters College for failure to submit an executed Insurance Agent Acknowledgement Form (Form 3) as required in the specifications.

Recommend approval to ratify the period of service from October 1, 2019 to date of award. Recommend approval of award to the highest scoring responsive, responsible bidders outlined in the attached memo. One provider, Fresh Ministries, Inc., did not return Addenda 1 & 2. Recommend approval to waive the missing addenda as a minor irregularity. The addenda have been received. Period of service is from date of award through September 30, 2020 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $1,541,370.00.

Funding Source: JCOD191ESPTP-08201 - To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scoring Sheet, Rejection Letter, Evaluation Matrix, Addenda

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 Ø DATE: 10/10/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/10/19

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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