



**Interoffice Memorandum**

August 20, 2020

**TO:** Mayor Jerry L. Demings  
and the Board of County Commissioners

**FROM:** Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement  
Division

**CONTACT:** Angela Chestang, Manager, Citizens' Commission for Children  
Division  
407-836-6541

**SUBJECT:** Approval of Amendment No. 2, Contract Y19-2005, Homeless  
Services Programming

**ACTION REQUESTED:**

Approval of Amendment No. 2, Contract Y19-2005, Homeless Services  
Programming with Coalition for the Homeless of Central Florida, Inc., in the amount  
of \$150,000, for a revised total contract amount of \$566,495.

**PROCUREMENT:**

This amendment will provide funding for staff to provide additional services,  
including youth development and evening and weekend services for food and  
shelter, assessment and case management, healthcare, clothing, job skills and job  
placement assistance, housing assistance, and referrals to additional wraparound  
services for the children and their families.

**FUNDING:**

Funding is available in account number 001-062-0406-8610.

**APPROVALS:**

The Citizens' Commission for Children Division (CCC) concurs with this  
recommendation.

**DISCUSSION:**

On September 18, 2018, the Board authorized the award of contract Y19-2005 to  
the Coalition for the Homeless of Central Florida, Inc., in the amount of \$404,364  
for the contract period of October 1, 2018, through September 30, 2019.

Previous contract amendments are as follows:

Amendment No. 1: Renewed the contract for the period of October 1, 2019, through  
September 30, 2020 at the same terms and conditions, with an increase in the  
amount of \$12,131, for a revised contract amount of \$416,495.

Approval of Amendment No. 2, Contract Y19-2005, Homeless Services Programming

The funding currently provided to the Coalition for the Homeless of Central Florida, Inc. through the CCC is utilized to provide services to homeless individuals and families. Services provided include, but are not limited to: food and shelter, assessment and case management, healthcare, clothing, job skills and job placement assistance, housing assistance, and referrals to additional wraparound services.

Increased funding will provide a dedicated, full-time coordinator to provide education assistance to youth at the Center for Women and Families (CWF). The agency will support a model that will help guide positive outcomes for school-age children in the CWF who are at-risk youth and mitigate potential problems before they arise by providing age-appropriate after-school activities, including homework help, tutoring, mentoring, life skills, and other enrichment opportunities. Children who are homeless tend to lack basic skills and be several grade levels behind peers. This assistance is expected to help bring them up to the same academic level as their peers. Absenteeism rates are also high for these students because they are often dealing with illnesses and moving around from one shelter or location to another. Staff will also assist parents to become more engaged in child-serving systems and to advocate for their own child's success.

Additional funding will also increase personnel, including a part-time Food Service Staff, a full-time Guest Support Professional, and Environmental Services staff to assist guests with their needs, maintain the cleanliness of the facilities, and provide safety for everyone on property.