



Interoffice Memorandum

November 26, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Angela Chestang, Manager, Citizens' Commission for Children  
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SUBJECT: Approval of Amendment No. 2, Contract Y19-2115, Children's Services  
Programming

ACTION REQUESTED:

Approval of Amendment No. 2, Contract Y19-2115, Children's Services Programming, with Teen Xpress, in the amount of \$216,534.91, for a revised total contract amount of \$291,845.59.

PROCUREMENT

This amendment will provide additional physical examinations and group and individual counseling for youth throughout the County.

FUNDING

Funds are available in account 0001-062-2556-8610.

APPROVAL:

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

REMARKS

On October 1, 2018, the Citizens' Commission for Children executed contract Y19-2115 with Teen Xpress in the amount of \$73,834.03 for a 1-year term with two additional 1-year renewals.

During fiscal year 2017-2018, the Board commissioned the services of Forefront, LLC, an independent Florida-based consulting, research, and advisory firm, to provide recommendations for the utilization of \$20 million in new funding earmarked for children's programs and services in Orange County. Forefront, LLC published a final report outlining focus areas for targeted services of juvenile prevention and diversion, mental and physical health, early childhood education/care, and child/student homelessness.

Approval of Amendment No. 2; Y19-2115, Children's Services Programing

The report recommended that this programming should be provided in Orange County zip codes 32703, 32801, 32805, 32808, 32810, 32811, 32818, 32822, and 32839.

The allocation of the available funding has occurred in three phases. The first phase of allocation amended currently contracted nonprofit organizations meeting contractual expectations. Phase 2 involved a competitive funding process facilitated by the Citizens' Review Panel for Human Services (CRP). The CRP received over 450 applications from nonprofit organizations. Prior to making funding recommendations, panel members are provided orientation and training on the fund distribution process. This training includes, but is not limited to, evaluation of all facets of the funding proposal, such as budgets, program design, and review of organization documents comprised of bylaws, financial statements, Internal Revenue Services form 990, strategic plans, and other supporting documentation submitted by organizations. CRP members also received Results-Based Accountability training from Forefront, LLC prior to participating in the evaluation process.

Phase 3 in fund distribution is a mixed method of distribution utilizing new contracts and amendments which are both competitive and noncompetitive based on the type of services to be funded.

Orange County has had a contractual relationship with Teen Xpress for over 10 years. Through the funding received from the Citizens' Commission for Children (CCC), Teen Xpress makes it possible for children to receive essential medical and mental health services that they might otherwise not receive. In recent years, the agency has reported a significant increase in healthcare expenses involved with completing physical examinations and mental health counseling services on their mobile healthcare unit. Due to the rise in cost the organization would be forced to reduce the number of students the program would serve. The CCC concurred during work sessions that the CCC Division, should consider increasing the grant award enabling the agency to provide additional physical and mental health services. This increase translates into an upsurge in numbers served. The number of youth who would benefit from physical exams would increase by 145 coupled with an additional 374 mental health sessions. This support also ensures the organization is able to continue providing quality services and increase the amount of at-risk youth served throughout Orange County. On August 2, 2019, the CCC supported the increase to the current contract allowing expansion of services.

Previous contract amendments are as follows:

Amendment No. 1: Renewed the contract for the Period of October 1, 2019, through September 30, 2020. Revised XVII Recording Keeping. The total contract amount increased by \$1,476.65 to provide additional program services, for a revised contract amount of \$75,310.68.