




## Interoffice Memorandum

December 12, 2022

To: Mayor Jerry L. Demings  
-AND-  
County Commissioners

From:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,  
Procurement Division

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

SUBJECT: Approval of Contract Y23-2006, Family Disability Navigator Sectors 2, 3, 4  
and 5

### ACTION REQUESTED:

Approval of Contract Y23-2006, Family Disability Navigator Sectors 2, 3, 4 and 5, with Center for Independent Living in Central Florida, Inc., in the total contract award amount of \$900,000 for a three-year term.

### PURPOSE:

This contract will provide funds to serve individuals with developmental disabilities ages three to 22, by providing guidance to families on obtaining assessments to determine needs and facilitate linkages to appropriate programs and services. The performance period is January 1, 2023 through December 31, 2025.

### FUNDING:

Funding is available in account number 0001-062-2556-8610.

### APPROVALS:

The Citizens' Review Panel for Human Services (CRP) recommended Center for Independent Living in Central Florida, Inc. to receive CRP funding to provide Family Disability Navigator services in Sectors 2, 3, 4 and 5. The Citizens' Commission for Children Division concurs with the funding recommendation.

### REMARKS:

In accordance with the Code of Ordinances, Part 1, Chapter 17, Article III, Section 17-286 – Application and Exclusions, agreements between the Board and nonprofit organizations are excluded from competitive procurement requirements.

Center for Independent Living in Central Florida, Inc. will provide services to increase the participation in school and community life for individuals with developmental disabilities and their families. The program will coordinate with community-based programs, schools, and

childcare facilities; provide guidance to families to obtain assessments determining appropriate needs and interventions; attend Individualized Education Program and/or 504 plan meetings as an advocate for families; and provide wrap-around case management services that serve participants in a holistic way.