



CITY OF ORLANDO

Date: August 16, 2016
From: Brooke Bonnett, Economic Development Director
To: David Billingsley, Chief Procurement Officer
Subject: Procurement Request – Orlando United Assistance Center Partnership Extension

The City of Orlando entered into an agreement with Heart of Florida United Way (HFUW) to act as the administrator and managing partner of the Orlando United Assistance Center (OUAC) for an eight week period beginning July 11, 2016 and ending September 2, 2016 through a negotiated procurement totaling \$96,417.91.

We are requesting to extend this partnership for an additional 60 days, beginning September 3, 2016, through a negotiated procurement requiring City Council approval totaling \$123,257. The City intends to seek full reimbursement for all costs associated with the Orlando United Assistance Center through the federal Anti Terrorism and Emergency Assistance Program.

HFUW will continue to handle all daily functional activities, including the oversight of the building and its staff; ensuring service needs are being met, being delivered appropriately and in a timely fashion; regular assessment of service gaps, including additional services needed, hours of operations, site locations etc.; arranging and executing MOA's or subcontracts with various service providers; responsible for all reporting requirements as established by the City; assessing appropriate out-posting needs of other service providers, and acting as the liaison for the center between the city, county, and service organizations. With the realization that the volume of victims' needs will change over the course of a year, the HFUW will assess staffing needs to ensure contract cost-effectiveness and center efficiency.

HFUW is uniquely qualified to be the administrator and managing partner of the OUAC as its footprint already expands the tri-county area of Orange, Osceola and Seminole Counties through its 2-1-1 call center which connects residents in the area to needed resources and services. HFUW has a vast network of partners in the nonprofit sector to enable them to address the variety of needs of the affected population and quickly and efficiently connect those in need to the resources available. HFUW also has experience in community recovery efforts including having managed the long term action plan after other local disasters such as the 2004-2005 hurricane season.

The 60 day extension will allow HFUW and the City of Orlando to gather additional data and assess client needs to determine the most appropriate long term agreement moving forward. Thank you for your consideration of this request.