



Interoffice Memorandum

July 7, 2021

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

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

CONTACT: John Goodrich, Deputy Director, Health Services Department

SUBJECT: Selection of Firm, Request for Proposals Y21-127-RM, Ryan White Peer Services- Ending HIV Epidemic

RECOMMENDATION:

Selection of one firm and two ranked alternates to provide Ryan White Peer Services-Ending HIV Epidemic, Request for Proposals Y21-127-RM, from the following firms listed alphabetically:

- CAN Community Health, Inc.
- Hope and Help Center of Central Florida, Inc.
- The Center for Multicultural Wellness and Prevention, Inc.

Request authority for the Procurement Division to negotiate and execute a one-year contract with a not-to-exceed budget of \$135,000. Further request authorization to renew the contract for four additional one-year terms.

The proposals were evaluated by the Procurement Committee on June 23, 2021. Commissioner Emily Bonilla was assigned to the Procurement Committee.

PURPOSE:

Services will be provided for three Peer Support Specialist positions to perform Psychosocial Support Services (Peer Services) to eligible clients under the Ryan White Part A HIV/AIDS program.

APPROVALS:

The Health Services Department and Business Development Division concur with this recommendation.

FUNDING:

Funding is available in account number 0001-060-3909-3195.

REMARKS:

Three proposals were received in response to the Request for Proposals (RFP) and were evaluated in accordance with the criteria contained in the RFP.

The selected firm will provide Psychosocial Support Services (Peer Services) to eligible clients under the Ryan White Part A HIV/AIDS program. The contract will provide funding for the selected firm to hire three Peer Support Specialist positions in order to assist clients in accessing and maintaining care with the goal of becoming virally suppressed. The Peer Support Specialists will target individuals that are not virally suppressed. The Peer Support Specialists will be trained to implement evidence based strategies in order to engage individuals in care. Services will be focused in Orange County.

Consensus scores of the Procurement Committee are attached.

**Procurement Committee Meeting - June 23, 2021**  
**Y21-127-RM, RYAN WHITE PEER SERVICES- ENDING HIV EPIDEMIC**

CRITERIA	Administrative Capacity and Qualifications	Organizational Experience	Service Delivery Model	Response to Consumer Needs Questions	Budget	Total Weighted Points
Weighted Value	25	20	25	20	10	
<b>The Center for Multicultural Wellness and Prevention, Inc.</b>						
Hope and Help Center of Central Florida, Inc.	100.00	80.00	100.00	80.00	30.00	390.00
CAN Community Health, Inc.	100.00	80.00	75.00	80.00	30.00	365.00
	100.00	80.00	75.00	60.00	35.00	350.00



**Interoffice Memorandum**

June 23, 2021

To: Rebeca Malave, Contracting Agent  
Procurement Division

From: Sheena Ferguson, Manager *S.F.*  
Business Development Division

Subj: **RFP# Y21-127- RM, Ryan White Peer Services Ending HIV Epidemic**

Orange County is receiving federal funding through the Direct Federal Grant Funding for the service solicited in the Request for Proposal. Accordingly, Orange County's M/WBE Ordinance and program do not apply to this solicitation.

Orange County shall participate in the federal requirement 2 CFR 200.321(or 45 C.F. R. 75.330 for Health and Human Services funds) to ensure small and minority-owned firms, women-owned business enterprises, and labor surplus area firms have been afforded subcontracting opportunities.

The Business Development Division evaluated the three proposals submitted for this project, CAN Community Health, Inc.; The Center for Multicultural Wellness and Prevention, Inc. and Hope and Help Center of Central Florida, Inc. to denote whether the proposers were subcontracting any portion of the work. If subcontracting any portion of the work an executed and notarized "Affidavit of Compliance Requirement" form must be submitted with the proposal. Listed below are the respondents to the subject RFP:

<b>Name of the Proposal</b>	<b>Subcontracting %</b>
CAN Community Health, Inc.	N/A
The Center for Multicultural Wellness and Prevention, Inc.	N/A
Hope and Help Center of Central Florida, Inc.	None provided