



Interoffice Memorandum

DATE: April 12, 2024

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

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

CONTACT: Claudia Yabrudy, Manager, Health Services Fiscal and Operational Support Division

PHONE: 407-836-6583

SUBJECT: Approval of Amendment No. 4, Contract Y23-2500, Ending the HIV Epidemic (EHE) Short-Term Housing Assistance and Case Management

ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y23-2500, Ending the HIV Epidemic (EHE) Short Term Housing Assistance and Case Management Services, with Hope and Help Center of Central Florida, Inc., in the amount of \$626,086.96, for a revised total contract amount of \$900,000.

PROCUREMENT:

This amendment adds funding for Short Term Housing Assistance and Case Management Services to eligible clients located in Orange County for the performance period of March 1, 2024, through February 28, 2025.

FUNDING:

Funding is available in account number 7040-060-7302-8610. Funding for these expanded services is available through federal funds issued by U.S. Health Resource and Services Administration, Ending the HIV Epidemic: A Plan for America – Ryan White HIV/AIDS Program Parts A and B.

APPROVALS:

The Health Services Department concurs with this recommendation.

REMARKS:

On December 11, 2022, the Board authorized the award of Contract Y23-2500 with Hope and Help Center of Central Florida, Inc., in the total contract award amount of \$273,913.04 for a one-year term.

Approval of Amendment No 4, Contract Y23-2500, Ending the HIV Epidemic (EHE) Short-Term Housing Assistance and Case Management
Page 2

Previous contract amendments are as follows:

- Amendment No. 1: Renewed the contract from March 1, 2023, through February 29, 2024, changed the name of the contract from Providing an HIV Out Reach Coordinator to Providing Case Management and Short-Term Housing Assistance Services, replaced the Subrecipient Coversheet in its entirety by (Revised) Subrecipient Agreement – Coversheet (Amendment #1). No change was made to the contract total.
- Amendment No. 2: Renewed the contract from the period March 1, 2024, through February 28, 2025. No change was made to the contract total.
- Amendment No. 3: Added the following Scopes of Service to the contract:
- Referral for Health Care and Support Services
 - Psychological Support Services
- No change was made to the contract total.