



**Interoffice Memorandum**

July 20, 2020

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

**FROM:** Carrie Mathes CFCM, CPPO, C.P.M., Manager, Procurement Division

**CONTACT:** Claudia Yabrudy, Manager, Fiscal and Operational Support Division,  
Health Services Department  
(407) 836-6583

**SUBJECT:** Approval of Amendment No. 7, Contract Y17-1078A, Housing Opportunities for Persons with AIDS (HOPWA) Program

**ACTION REQUESTED:**

Approval of Amendment No. 7, Contract Y17-1078A, Housing Opportunities for Persons with AIDS (HOPWA) Program, with Aspire Health Partners, Inc., in the amount of \$78,668, for a revised total contract amount of \$1,446,326.60.

**PROCUREMENT:**

This amendment adds funding from the City of Orlando and the State of Florida to be used to maintain operations and for rental assistance, supportive services, and other necessary actions, in order to prevent, prepare for, and respond to COVID-19.

**FUNDING**

Funding is available in account number 7732-060-7312-8610.

**APPROVALS:**

The Health Services Department concurs with this recommendation.

**REMARKS:**

On August 22, 2017, the Board authorized award of Contract Y17-1078A to Aspire Health Partners, Inc. in the amount of \$1,302,532 for a 1-year term. The Board further authorized the Procurement Division to renew the contract for two additional 1-year terms. Previous amendments to the contract are as follows:

Amendment No. 1: Replaced Exhibit "B" in its entirety. All other prices, terms and conditions remained the same.

Amendment No. 2: Increased the contract by \$50,000 due to reallocation of funds for the grant year, for a revised total contract amount of \$1,352,532.

Approval of Amendment No. 7, Contract Y17-1078A  
Housing Opportunities for Persons with AIDS (HOPWA) Program

- Amendment No. 3: Decreased the contract by \$274,310 for a revised total contract amount of \$1,078,222. Replaced Exhibit "B" in its entirety and renewed the contract for the period of October 1, 2018 through September 30, 2019.
- Amendment No. 4: Increased the contract amount by \$100,000 for a new total contract amount of \$1,178,222 and replaced Exhibit B, which included the breakdown of fees, in its entirety. This amendment received Board approval on May 21, 2019.
- Amendment No. 5: Increased the contract by \$18,042 for a revised total contract amount of \$1,196,264.
- Amendment No. 6: Increased the contract amount by \$171,394.60, for a revised total contract amount of \$1,367,658.60. This amendment also incorporated a new Exhibit B with a revised breakdown of fees and a Civil Rights Compliance Checklist as required by the agency.