



**Interoffice Memorandum**

May 26, 2023

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, Fiscal and Operational Support Division, Health Services Department  
407-836-6583

SUBJECT: Approval of Amendment No. 7, Contract Y20-1032C, Housing Opportunities for Person with AIDS

ACTION REQUESTED:

Approval of Amendment No. 7, Contract Y20-1032C, Housing Opportunities for Person with AIDS (HOPWA), with Center for Multicultural Wellness and Prevention, Inc., in the amount of \$82,230, for a revised not-to-exceed contract amount of \$1,347,586.

PROCUREMENT:

The amendment will cover services for the grant period of October 1, 2022, through September 30, 2023. The funding will provide additional services for Short-Term Rent, Mortgage, and Utility Assistance and Supportive Services/Case Management programs.

FUNDING:

Funding is available in account number 7736-060-7312-8610.

APPROVALS:

The Health Services Department Fiscal and Operational Support Division concurs with this recommendation.

REMARKS:

On October 27, 2020, the Board authorized award of Contract Y20-1032C to Center for Multicultural Wellness and Prevention, Inc. in the amount of \$1,130,356 for a one-year term with two one-year renewals.

Previous amendments for the contract are as follows:

Amendment No. 1: Revised Exhibit A, Scope of Services, Lot 2- Facility-Based Housing Assistance, Section IV, Payment, Paragraph 9.a., modifying the Fixed Price Unit Rate - Facility Based. Exhibit F, Agreement between the City of Orlando, Florida and Orange County, Florida, for the Administration of the HOPWA Grant Program was added to the contract. All other terms and conditions of the contract remained unchanged.

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Amendment No. 2: Renewed the contract for the period of October 1, 2021 through September 30, 2022, to align with the County's fiscal year. All other terms and conditions of the contract remained unchanged.

Amendment No. 3: Increased from \$1,130,356 to \$1,215,356, an increase of \$85,000. Supportive Services/Case Management line increased from \$207,152 to \$217,152, Facility Based Housing line increased from \$183,470 to \$233,470, Tenant Based Rental Assistance line increased from \$325,288 to 350,288, and Exhibit B was replaced in its entirety by Exhibit B (Rv.1).

Amendment No. 4: Renewed the contract for the period of October 1, 2022, through September 30, 2023.

Amendment No. 5: Added funding in the amount of \$50,000, for a revised not-to-exceed contract amount of \$1,265,356. Short Term Rental Mortgage Utility line increased from \$303,318 to \$353,318 and Exhibit B (Rv.1) is replaced in its entirety by Exhibit B (Rv.2).

Amendment No. 6: Revised Exhibit A, Lot 1, Case Management, Section V, Payment, 3A, Orientation flat fee was increased from \$6,144.00 to \$6,894, Payment, 4A fixed-price rate was increased from \$11.15 to \$12.58 per unit, Lot 2 Facility-Based Housing Assistance, Section IV, Payment, 9A fixed-price rate was increased from \$41.67 to \$44.17 per unit for a two bedroom unit and an increase from \$47.18 to \$50.01 for a three bedroom unit, Section IV, Payment, 4A fixed-price rate was increased from \$11.15 to \$12.58 per unit, Lot 3, Tenant-Based Rental Assistance, Section IV, Payment, 4A fixed-price rate was increased from \$11.15 to \$12.58 per unit, Lot 4, Short-Term Rent, Mortgage, Utilities, Section IV, Payment, 4A fixed-price rate was increased from \$11.15 to \$12.58 per unit, and Lot 5, Permanent Housing Placement, Section III, Payment, 4A fixed-price rate was increased from \$11.15 to \$12.58 per unit.