



**Interoffice Memorandum**

October 5, 2020

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

**FROM:** ~~Carrie Mathes~~ 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 Contracts, Request for Proposals Y20-1032-AH, Housing Opportunities for Persons with AIDS (HOPWA)

**RECOMMENDATION:**

Approval of Contracts, Request for Proposals Y20-1032-AH, Housing Opportunities for Persons with AIDS (HOPWA), in the overall total annual amount of \$5,094,928.87 by Lot to: Aspire Health Partners, Inc. for Lots 1, 2, 3, 4, 5 and 6 in the annual amount of \$1,271,951.20; Catholic Charities of Central Florida, Inc. for Lots 1 and 2 in the annual amount of \$407,132.67; Center for Multicultural Wellness and Prevention, Inc. for Lots 1, 2, 3, 4 and 5 in the annual amount of \$1,130,356; Homeless Services Network of Central Florida, Inc. for Lots 3 and 5 in the annual amount of \$541,531; Miracle of Love, Inc. for Lots 1, 3, 4, 5 and 6 in the annual amount of \$1,582,868; and X-Tending Hands, Inc. for Lot 2 in the annual amount of \$161,090.

Request authorization for the Procurement Division to execute contracts for a one-year term. Further request authorization to renew the contracts for two additional one-year terms.

The proposals were evaluated by the Procurement Committee on September 9, 2020. Commissioner Christine Moore was assigned to the Procurement Committee.

**PROCUREMENT:**

These contracts will provide affordable housing options and related housing services for low income persons with human immunodeficiency virus (HIV) and their families in order to achieve and maintain housing stability, avoiding homelessness, and improving their access to, and engagement in, HIV/AIDS treatment and care.

**FUNDING:**

Funding is available in account numbers 7734-060-7312-8610 and 5888-060-8590-8610. Funding for this project is from the City of Orlando HOPWA grant from the U.S. Department of Housing and Urban Development (HUD).

**APPROVALS:**

The Health Services Department concurs with this recommendation.

REMARKS:

Funding for these services comes from the City of Orlando, who receives the HOPWA funds from HUD. The HOPWA program was authorized by the AIDS Housing Opportunity Act and amended by the Housing and Community Development Act in 1992. The program is designed to provide state and local governments with the resources and incentives to devise long-term, comprehensive strategies for meeting the housing needs of low income persons with AIDS or related disease and their families.

Orange County serves as the administrator of the formula grant-funded HOPWA program for the Orlando Eligible Metropolitan Statistical Area, including Orange, Osceola, Lake, and Seminole Counties. The Orange County Health Services Department is the department assigned to administer the grant.

Six proposals were received from agencies in response to this Request for Proposals. The proposals were evaluated by a Procurement Committee and the recommendation was to award contracts to all proposers in the following service categories:

- Lot 1: Supportive Services/Case Management
- Lot 2: Facility-Based Housing Assistance
- Lot 3: Tenant-Based Rental Assistance
- Lot 4: Short-Term Rent, Mortgage, Utilities
- Lot 5: Permanent Housing Placement
- Lot 6: Short-Term Supported Housing

Consensus scores of the Procurement Committee are attached.

Procurement Committee Meeting - September 9, 2020  
RFP Y20-1032-AH, Housing Opportunities for Persons with AIDS (HOPWA)

LOT 1 – SUPPORTIVE SERVICES / CASE MANAGEMENT  
LOT 2 – FACILITY-BASED HOUSING ASSISTANCE  
LOT 3 – TENANT-BASED RENTAL ASSISTANCE  
LOT 4 – SHORT-TERM RENT, MORTGAGE, UTILITIES  
LOT 5 – PERMANENT HOUSING PLACEMENT  
LOT 6 – SHORT-TERM SUPPORTED HOUSING

CRITERIA	Administrative Capacity and Qualifications	Organizational Experience (Lots 1-6)						Service Delivery Model (Lots 1-6)						Fee Schedule (Lots 1-6)						LOT 1 Total Weighted Points	LOT 2 Total Weighted Points	LOT 3 Total Weighted Points	LOT 4 Total Weighted Points	LOT 5 Total Weighted Points	LOT 6 Total Weighted Points
		1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6						
Weighted Value	30	25						25						20						100	100	100	100	100	100
Aspire Health Partners, Inc.	120.00	100.00	100.00	100.00	100.00	100.00	100.00	75.00	75.00	100.00	100.00	100.00	100.00	80.00	80.00	80.00	80.00	80.00	80.00	375.00	375.00	400.00	400.00	400.00	400.00
Catholic Charities of Central Florida, Inc.	120.00	100.00	100.00	N/A			100.00	100.00	N/A				60.00	60.00	N/A				380.00	380.00					
Center for Multicultural Wellness and Prevention, Inc.	120.00	100.00	100.00	100.00	100.00	100.00	N/A	81.25	93.75	100.00	93.75	93.75	N/A	60.00	60.00	60.00	60.00	60.00	N/A	361.25	373.75	380.00	373.75	373.75	
Homeless Services Network of Central Florida, Inc.	90.00	N/A		75.00	N/A	75.00	N/A	N/A		75.00	N/A	75.00	N/A	N/A		60.00	N/A	60.00	N/A			300.00		300.00	
Miracle of Love, Inc.	120.00	100.00	N/A	100.00	100.00	100.00	100.00	75.00	N/A	75.00	75.00	75.00	75.00	60.00	N/A	60.00	60.00	60.00	60.00	355.00		355.00	355.00	355.00	355.00
X-Tending Hands, Inc.	90.00	N/A	75.00	N/A				75.00	N/A				N/A	60.00	N/A					300.00					