



Interoffice Memorandum

February 2, 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 Federal Subrecipient Agreement, Contract Y23-2505, Ending the HIV Epidemic, HIV Testing Services

ACTION REQUESTED:

Approval to award Federal Subrecipient Agreement, Contract Y23-2505, Ending the HIV Epidemic, HIV Testing Services, with Hope and Help Center of Central Florida, Inc., in the amount of \$130,000 for a one-year term. Further request delegation of authority to the Procurement Manager or designee to execute such Federal Subrecipient Agreements on a form approved by the Orange County Attorney's Office and the Risk Management Division and authorize the Procurement Division to renew the contracts for four additional one-year terms.

The proposals were evaluated by a panel on January 20, 2023, as part of the Health Services Department's Zoom Grants Application System, which consisted of a select group of appointed individuals.

PROCUREMENT:

The contracts will dispense federal grant funds from the Ending the HIV Epidemic Grant from the U.S. Health Resource and Service Administration (HRSA) to agencies for provision of health and support services for people with HIV. The purpose of this funding is to provide HIV Testing Services to people that reside in Orange County and Orange County Corrections. The performance period is March 1, 2023 through February 29, 2024.

FUNDING:

Funding is available in account number 7040-060-7302-8610. Funding is being provided through a federal grant from HRSA.

APPROVALS:

The Health Services Department concurs with this recommendation.

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Remarks:

The Ending the HIV Epidemic Grant provides HIV Testing Services for that reside in Orange County and Orange County Corrections.

Six proposals were received in response to the Request for Proposal and were evaluated in accordance with criteria contained in the RFP. The agency with the highest ranked score, Hope and Help Center for Central Florida, Inc., was recommend for funding for HIV Testing Services.