



Interoffice Memorandum

February 22, 2017

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: John Goodrich, Manager, Fiscal and Operation Support Division
Health Services Department
(407) 836-7689

SUBJECT: Selection of Consultant, RFP Y17-164-DG Health Insurance Premium &
Cost Sharing Assistance Program for Persons with HIV Spectrum
Disease – Ryan White Part A

RECOMMENDATION:

Selection of one firm and an alternate to provide Health Insurance Premium & Cost Sharing Assistance Program for Persons with HIV Spectrum Disease – Ryan White Part A, RFP Y17-164-DG, from the following firms listed alphabetically, for a 1-year term. Further recommend the Board authorize execution of the final contract by the Procurement Division, provided it does not exceed the budget of \$1,341,609. Further recommend the Board authorize the Procurement Division to renew the contract for two additional 1-year terms. Further recommend the Board authorize the Comptroller to issue an advance payment in the amount of \$100,000.

Benalytics Consulting Group, LLC
Heart of Florida United Way

Proposals were evaluated by the Procurement Committee on February 15, 2017. Commissioner Betsy VanderLey was assigned to the Procurement Committee.

PURPOSE:

To administer and pay insurance premiums, co-pays and deductibles for the Ryan White Part A program.

DISCUSSION:

The health insurance premiums and cost sharing assistance program of the Orlando EMA Ryan White Part A Program provides financial assistance for eligible individuals living with HIV/AIDS to maintain a continuity of health insurance or to receive medical benefits under a health insurance program. Orange County, as the Ryan White Part A recipient, is required to have a policy in place to enroll consumers in health insurance when it is determined to be the most cost efficient way for receiving medical services.

Case managers are responsible for discussing the insurance options and consequences with consumers and subsequently refer them to a navigator. Once enrolled, the consumer obtains a print out of their coverage and deductibles. In coordination with their respective case managers, the consumer provides this document as well as their Notice of Eligibility for Ryan White service to Heart of Florida United Way, who then arranges to ensure the insurance premiums, co-pays and deductibles are paid. Consumers are not officially insured until premiums are paid after the initial enrollment process has been completed.

The budget amount (\$1,341,609) represents the projected funding from the U.S. Health Resources and Services Administration (HRSA) and estimated fees to administer the contract.

The procurement committee evaluation is attached.

EVALUATION SCORESHEET

RFP Y17-164-DG	Qualifications		Qualifications		Technical		Fee		TOTAL
	of Staff		of Firm		Approach		Proposal		
WEIGHT	25		25		25		25		
Health Insurance Premium & Cost Sharing Assistance Program for Persons with HIV Spectrum Disease - Ryan White Part A	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	RAW SCORE	WEIGHTED SCORE	
Heart of Florida United Way	4	100	4	100	4	100		125	425
Benalytics Consulting Group, LLC	3	75	4	100	4	100		118	393