



## Interoffice Memorandum

March 13, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: John Goodrich, Assistant Director, Health Services Department  
(407) 836-7689

SUBJECT: Ratification of Contract, Y18-1039, Outpatient Ambulatory  
Health Services, Ryan White Part A

### ACTION REQUESTED:

Ratification of Contract Y18-1039, Outpatient Ambulatory Health Services, Ryan White Part A, with Florida Department of Health in Seminole County, in the annual contract award amount of \$180,000. Further request authority for the Procurement Division to renew for three additional one-year terms.

### PROCUREMENT:

To provide outpatient ambulatory health services to eligible clients in Seminole County.

### FUNDING:

Funding is available in account number 7018-060-7306-3197. Funding for this contract is provided via a federal grant from the U. S. Health Resources and Services Administrator.

### APPROVALS:

The Health Services Department concurs with this recommendation.

### REMARKS:

As the Ryan White Part A grant recipient for the Orlando Eligible Metropolitan Area, Orange County is responsible for providing Outpatient Ambulatory Health Services(OAHS) to eligible clients in Orange, Osceola, Seminole, and Lake counties. Services are provided through contracted agencies and the Florida Department of Health.

In accordance with the Code of Ordinances, Part I, Chapter 17, Article III, Section 17-286 – Application and exclusions, agreements between the Board and other governmental entities are excluded from competitive procurement requirements.

Ratification of Contract, Y18-1039, Outpatient Ambulatory Health Services,  
Ryan White Part A

Florida Department of Health in Seminole County has provided outpatient ambulatory services to eligible clients in Seminole County for the last 20 years.

This contract will allow Florida Department of Health in Seminole County to continue to provide OAHS to eligible clients in Seminole County. If services are not contracted with Florida Department of Health in Seminole County, Ryan White eligible clients living in Seminole County will not have access to primary care covered by the grant. In addition, Orange County will not be able to fulfill its responsibility to provide OAHS to Ryan White eligible clients living in Seminole County.

The current proposed budget for the Florida Department of Health in Seminole County to provide OAHS for \$180,000 is comparable to the 2016 budget fiscal year expense for these services and is considered to be fair and reasonable. In addition, this is a cost reimbursement contract. Orange County will pay Florida Department of Health in Seminole County based on actual expenses and a budget approved by Orange County in advance. All expenses incurred by Florida Department of Health in Seminole County will be pre-approved by Orange County.