2

SUBJECT: RYAN WHITE CARE ACT PART A/MINORITY AIDS INITIATIVE

BID #: ESC-0252-24 **OPEN DATE:** 12/05/2023

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – ONE (1) YEAR FROM DATE OF CONTRACT EXECUTION WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SOCIAL SERVICES DIVISION

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 17 **NUMBER RECEIVED:** 8 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity addendum #1 not included in responses from Lutheran Services, State of Florida Dept. of Health and University of Florida Board of Trustees. It has been received from each supplier and is immaterial to the specifications.

Supplier	Average	Rank	Award
Jacksonville Area Legal Aid	93.50	1	$56,205.00
AIDS Healthcare Foundation	93.00	2	$170,547.00
CAN Community Health	92.50	3	$216,323.00
Lutheran Social Services	92.50	4	$158,877.00
Gateway Community Services	91.25	5	$72,288.00
Northeast Florida Aids Network	90.00	6	$307,762.00
Florida Department of Health-Duval	81.50	7	$100,574.00
University of Florida Board of Trustees	79.00	8	$143,945.00

Recommend approval of award to the highest scoring responsive, responsible bidders listed above. Period of service will be from March 1, 2024 through February 28, 2025. Total expenditure amount is $1,226,521.00.

This award will be executed by formal contract agreement through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Price Sheet, Attachment B, Evaluation Scoring Matrix, Addendum 1, Sections 1,3 and 4

ANALYST: Renata Barnett
RENATA BARNETT

RESPECTFULLY SUBMITTED:
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: JOHNNETTA MOORE, CHIEF, SOCIAL SERVICES DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Donna Deegan, Mayor

A NEW DAY.

Parks, Recreation & Community Services Department
214 N. Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

MEMORANDUM

TO: **Dustin Freeman, Chief**
Procurement Division

FROM: **Johnnetta Moore, Chief**
Social Services Division

THRU: **Sandy Arts, Program Manager**
Ryan White Part A Program

SUBJECT: **BID No. ESC-0252-24 Ryan White CARE Act Part A/Minority Aids Initiative**

DATE: **January 22, 2024**

In reference to Bid No. ESC-0252-24 Ryan White CARE Act Part A/Minority Aids Initiative, the Division recommends awards to the eight (8) responsive, responsible bidders based on the established criteria. The services will require a formal contract through the Office of General Counsel. The term of the agreement is for the period of March 1, 2024, through February 28, 2025.

The bid opened on December 5, 2023, and Procurement received eight (8) vendor responses. The Procurement Division forwarded the bid responses for our review.

The bidders ranking as follows:

Vendor	Score
Jacksonville Area Legal Aid	93.50
AIDS Healthcare Foundation	93.00
CAN Community Health	92.50
Lutheran Social Services	92.50
Gateway Community Services	91.25
Northeast Florida Aids Network	90.00
Florida Department of Health – Duval	81.50
University of Florida Board of Trustees	79.00

On January 19, 2024, the Social Services Division received a Letter of Commitment from HRSA,

The Health Resources and Services Administration, committing to "Jacksonville, Florida's Ryan White HIV/AIDS Program Part A FY 2024 formula and Minority AIDS Initiative (MAI) awards; the estimated total formula award is $1,599,162 and the estimated total MAI award is $218,067" for a total initial estimated award of $1,817,229, in. This award is for Grant Year 2024/2025. The Grant provides HIV related health and support services to persons living with HIV/AIDS and residing in the Jacksonville Transitional Grant Area comprised of Duval, Nassau, Clay, and St. Johns Counties. Funds will also increase services to persons identified as being HIV+ by providing Outpatient Ambulatory Medical Care, Pharmaceutical Assistance, Mental Health, and Oral Health, etc.

Based on allocation percentages approved be the Metropolitan Jacksonville Area HIV Health Services Planning Council, the Social Services Division is requesting approval of the initial distribution of funds for $1,226,521. It is anticipated that the full award will amount to an estimated six million dollars. Upon receipt of the full award, all agencies will receive additional funding.

Social Services Division request that each supplier's missing documents be waived as a minor irregularity.

Agency and Service Category	12-Month Partial Award
1. AIDS Healthcare Foundation	
Ambulatory/Outpatient Medical Care	$ 36,152
AIDS Pharmaceutical Assistance	$ 5,000
Medical Case Management	$ 95,163
Mental Health	$ 19,165
Medical Transportation	$ 3,067
Outreach Services – Peer Navigators	$ 12,000
Total Award	**$170,547**
2. CAN Community Health	
Ambulatory/Outpatient Medical Care	$ 36,152
AIDS Pharmaceutical Assistance	$ 12,111
Oral Health	$ 88,156
Non-Medical Case Management/Eligibility	$ 60,667
Outreach Services – Peer Navigators	$ 18,931
Emergency Financial Assistance	$ 306
Total Award	**$216,323**
3. Florida Department of Health – Duval	
AIDS Pharmaceutical Assistance	$ 12,111
Oral Health	$ 88,156
Emergency Financial Assistance	$ 307
Total Award	**$100,574**

4. Gateway Community Services	
Substance Use – Residential	$72,288
Total Award	**$72,288**
5. Jacksonville Area Legal Aid	$56,205
Legal Services	**$56,205**
Total Award	
6. Lutheran Social Services	
Medical Case Management – MAI	$ 95,162
Mental Health	$ 19,164
Medical Nutrition Therapy	$ 5,000
Home & Community Based Services	$ 5,443
Outreach Services – Peer Navigators	$ 18,930
Food Bank/Home Delivered Meals -HH Supplies	$ 0.00
Psychosocial Support Services	$ 3,342
Transitional Housing Services	$ 7,942
Health Education/Risk Reduction Services	$ 3,894
Total Award	**$158,877**
7. Northeast Florida Aids Network	
Medical Case Management	$ 95,164
Health Insurance Premium Assistance / Co-Pay Asst.	$188,900
Medical Nutrition Therapy	$ 12,632
Outreach Services – Peer Navigators	$ 8,000
Food Bank/Home Delivered Meals -HH Supplies	$ 0.00
Medical Transportation	$ 3,066
Total Award	**$307,762**
8. University of Florida Board of Trustees	
Medical Case Management	$ 95,162
Ambulatory/Outpatient Medical Care	$ 36,151
Medical Nutrition Therapy	$ 12,632
Total Award	**$143,945**

The total amount of initial funding to be awarded for Bid No. ESC-0252-24 is $1,817,229, which includes Administrative Costs of $590,708.

Funding Source: RPBH1F6GA. Grant: RCB009/24 Project 010872.

Thank you for your assistance in this process. If you need anything additional information, please call me at 255-3322 or Sandy Arts at 255-3342.

Cc: Benjamin Kemp

Attachment B
Evaluation Criteria

The evaluation of this RFP will be based on the following criteria. Reviewers will use this scoring system to determine the score for each proposal. If a Proposer applies for multiple categories, the same score may be given to sections (b) Quality Management, (c) Collaboration, and (d) Organization Experience and Structure; and the score may change for (a) Scope of Services, and (e) Budget/Work Plan depending on the service category. There is a maximum for 100 points for all scored categories.

Criteria	Description of Criteria		Maximum Points Available
Scope of Services	**Scope of Services Strengths**		20 Points
	Incomplete or limited response	*0-3 points: The response is missing and/or cannot be found in the appropriate section.*	
		4-6 points: Limited information provided with vague descriptions. The narrative is difficult to follow and there is no clear purpose defined.	
		7-9 points: The response includes sporadic details that are very disjointed and do not connect with the main point.	
	Acceptable Response	*10-13 points: General information on the topic is provided, with limited details. The response included provides a basic description of the question(s) asked.*	
		14-17 points: The information provided answers the question(s) and is informative but does not provide clear details.	
	Excellent Response	*18-20 points: The response provides a clear, focused, well-defined description with relevant analysis and accurate details answering the question(s) asked. The Proposer describes:* • *How the HIV Continuum of Care milestones will be used for clinical and programmatic outcomes including short-term, medium-term, and long-term goals.* • *Link between the services planned to provide and how plan to achieve the goals, objectives, and expected outcomes for the number of clients projected to serve.* • *Describe anticipated challenges to outcomes-focused HIV Care and how challenges might be addressed* • *Business Incubator – additional 5 points may be given to those who propose to a business incubator relationship*	
	Scope of Services Strength Notes		
	Scope of Services Weaknesses Notes		

Quality Management	**Quality Management Strengths**		20 Points
	Incomplete or limited response	*0-3 points: The response is missing and/or cannot be found in the appropriate section.*	
		4-6 points: Limited information provided with vague descriptions. The narrative is difficult to follow and there is no clear purpose defined.	
		7-9 points: The response includes sporadic details that are very disjointed and do not connect with the main point.	
	Acceptable Response	*10-13 points: General information on the topic is provided, with limited details. The response included provides a basic description of the question(s) asked.*	
		14-17 points: The information provided answers the question(s) and is informative but does not provide clear details.	
	Excellent Response	*18-20 points: The response provides a clear, focused, well-defined description with relevant analysis and accurate details answering the question(s) asked. The Proposer describes a quality management plan with:* • a systematic process with identified leadership, accountability, and dedicated resources • data and measurable outcomes to determine progress toward relevant, evidence-based benchmarks • focuses on linkages, efficiencies, and provider and client expectations in addressing outcome improvement and adaptations to change • policies and procedures regarding quality of care in proposed services	
	Quality Management Strength Notes		
	Quality Management Notes		

Collaboration	**Collaboration Strengths**		20 Points
	Incomplete or limited response	*0-3 points: The response is missing and/or cannot be found in the appropriate section.*	
		4-6 points: Limited information provided with vague descriptions. The narrative is difficult to follow and there is no clear purpose defined.	
		7-9 points: The response includes sporadic details that are very disjointed and do not connect with the main point.	
	Acceptable Response	*10-13 points: General information on the topic is provided, with limited details. The response included provides a basic description of the question(s) asked.*	
		14-17 points: The information provided answers the question(s) and is informative but does not provide clear details.	

	Excellent Response	*18-20 points: The response provides a clear, focused, well-defined description with relevant analysis and accurate details answering the question(s) asked. The Proposer provides and describes:* • Collaborating agencies and services provided • Your agencies business relationship with other agencies • How clients benefit from the cooperation/collaboration • How your agency collaborates with non-HIV/AIDS organizations to deliver services to people with HIV/AIDS. • The process utilized by your agency to ensure that duplication of services down not occur. • Plan of action if there are gaps in agency's current collaborative processes	
	Collaboration Strength Notes		
	Collaboration Weaknesses Notes		

Organization Experience and Structure	**Organization Experience and Structure Strengths**		20 Points
	Incomplete or limited response	*0-3 points: The response is missing and/or cannot be found in the appropriate section.*	
		4-6 points: Limited information provided with vague descriptions. The narrative is difficult to follow and there is no clear purpose defined.	
		7-9 points: The response includes sporadic details that are very disjointed and do not connect with the main point.	
	Acceptable Response	*10-13 points: General information on the topic is provided, with limited details. The response included provides a basic description of the question(s) asked.*	
		14-17 points: The information provided answers the question(s) and is informative but does not provide clear details.	
	Excellent Response	*18-20 points: The response provides a clear, focused, well-defined description with relevant analysis and accurate details answering the question(s) asked. The Proposer describes and provides:* • Detailed history of the agency and its core business services • Number of clients served for last three years. • To what extent experience was directed toward HIV target population and the process agency will use to facilitate entry of new clients • Existing and proposed staffing levels and staff's experience providing key services • Three letters of support from HIV/AIDS affected individuals • Number of agency's Board of Directors and agency employees who represent racial minorities	

		• Organizational chart of agency • A staffing plan for the proposed service. Including the percentage of time each position will be dedicated to the proposed service • Job descriptions for agency's Project Director and all program staff relation to providing the proposed services • Documentation that the agency is fully qualified to provide the proposed service(s) • Organizations most recent independent audit • Two of most recent independent site visit monitoring reports by applicable funding sources, if unable to provider explain why it is not available	
	Organization Experience and Structure Strength Notes		
	Organization Experience and Structure Strength Weaknesses Notes		

Budget/Work Plan	**Budget/ Work Plan Strengths**		20 Points
	Incomplete or limited response	*0-3 points: The response is missing and/or cannot be found in the appropriate section.*	
		4-6 points: Limited information provided with vague descriptions. The narrative is difficult to follow and there is no clear purpose defined.	
		7-9 points: The response includes sporadic details that are very disjointed and do not connect with the main point.	
	Acceptable Response	*10-13 points: General information on the topic is provided, with limited details. The response included provides a basic description of the question(s) asked.*	
		14-17 points: The information provided answers the question(s) and is informative but does not provide clear details.	
	Excellent Response	*18-20 points: The response provides a clear, focused, well-defined description with relevant analysis and accurate details answering the question(s) asked. The Proposer describes and provides:* • *Table 1: Work Plan* • *Reimbursement rates* • *Significant activities for which the Proposer expects to be reimbursed.*	
		Budget/Work Plan Strength Notes	
		Budget Work Plan Weaknesses Notes	
		TOTAL POINTS	100 Points

PROPOSERS LIST

Title: RYAN WHITE CARE ACT – PART A / MINORITY AIDS INITIATIVE
RFP No.: ESC-0252-24
Close Date: 12/6/2023
Analyst: Benjamin Kemp
No. Invited: ( ) No. Received: ( ) Other: ( )
Recorded By:

Firm	COI	ADD	Bid Cover	Insurance	References	501(C) (3)	Business Lic.	Fed. Tax ID	Medicaid #
Northeast Florida AIDS Network, Inc.	y	y	y	y	y	y		y	y
Jacksonville Area Legal Aid, Inc	y	y	y	y	y			y	y
State of Florida Department of Health	y		y	y	y	y		y	y
Lutheran Social Services	y		y	y	y	y	y	y	y
Gateway Community Services, Inc	y		y	y	y	y	y	y	y
CAN Community Health, Inc.	y		y	y	y	y		y	y
University of Florida Board of Trustees	y		y	y	y			y	y
AIDS Healthcare Foundation	y	y	y	y	y	y	y	y	y

EVALUATION SCORING MATRIX

Title: Ryan White Care Act - Part A/Minority AIDS Initiative
RFP No.: ESC-0252-24
Close Date: 12/6/23
Analyst: Benjamin Kemp
No.: Invited: ( ) Received: (8) Other: (0)
Announcer: John Hernandez
Recorded By: Melissa Pierce

Suppliers/Reviewers	Scope of Service (20 pts.)	Quality Management (20 pts.)	Collaboration (20 pts.)	Organization Experience & Structure (20 pts.)	Budget/Work Plan (20 pts.)	Average Total	Rank
AIDS Healthcare Foundation							
Avery Gardner	21.00	18.00	19.00	19.00	19.00	98.00	
Brittany Joiner	20.00	16.00	17.00	19.00	19.00	91.00	
Scarlet Tompkins	19.00	17.00	18.00	19.00	19.00	92.00	2
Stephanie Temple	20.00	15.00	18.00	18.00	20.00	91.00	
Average	20.50	16.50	18.00	18.75	19.25	93.00	
CAN Community Health, Inc.							
Avery Gardner	18.00	18.00	20.00	18.00	20.00	94.00	
Brittany Joiner	16.00	16.00	19.00	18.00	19.00	88.00	
Scarlet Tompkins	19.00	18.00	18.00	20.00	20.00	95.00	3
Stephanie Temple	20.00	20.00	17.00	18.00	18.00	93.00	
Average	18.25	18.00	18.50	18.50	19.25	92.50	
Gateway Community Services, Inc.							
Avery Gardner	18.00	18.00	20.00	17.00	20.00	93.00	
Brittany Joiner	18.00	19.00	19.00	16.00	17.00	89.00	
Scarlet Tompkins	19.00	18.00	17.00	16.00	16.00	86.00	4
Stephanie Temple	20.00	20.00	19.00	20.00	18.00	97.00	
Average	18.75	18.75	18.75	17.25	17.75	91.25	
Jacksonville Area Legal Aid, Inc.							
Avery Gardner	18.00	18.00	19.00	20.00	20.00	95.00	
Brittany Joiner	18.00	18.00	18.00	18.00	18.00	90.00	
Scarlet Tompkins	18.00	18.00	19.00	19.00	18.00	92.00	1
Stephanie Temple	18.00	19.00	20.00	20.00	20.00	97.00	
Average	18.00	18.25	19.00	19.25	19.00	93.50	
Lutheran Social Services, Inc							
Avery Gardner	20.00	18.00	19.00	17.00	20.00	94.00	
Brittany Joiner	18.00	16.00	19.00	16.00	18.00	87.00	
Scarlet Tompkins	19.00	18.00	20.00	18.00	19.00	94.00	3
Stephanie Temple	19.00	18.00	20.00	18.00	20.00	95.00	
Average	19.00	17.50	19.50	17.25	19.25	92.50	
Northeast Florida AIDS Network, Inc.							
Avery Gardner	20.00	18.00	20.00	18.00	20.00	96.00	
Brittany Joiner	18.00	17.00	17.00	18.00	17.00	87.00	
Scarlet Tompkins	18.00	15.00	17.00	18.00	19.00	87.00	5
Stephanie Temple	20.00	17.00	20.00	15.00	18.00	90.00	
Average	19.00	16.75	18.50	17.25	18.50	90.00	
State of Florida Dept. of Health							
Avery Gardner	17.00	18.00	18.00	18.00	19.00	90.00	
Brittany Joiner	18.00	17.00	16.00	17.00	18.00	86.00	
Scarlet Tompkins	15.00	18.00	11.00	11.00	15.00	70.00	6
Stephanie Temple	17.00	18.00	18.00	10.00	17.00	80.00	
Average	16.75	17.75	15.75	14.00	17.25	81.50	
University of Florida Board of Trustees							
Avery Gardner	17.00	19.00	18.00	18.00	19.00	91.00	
Brittany Joiner	19.00	16.00	16.00	16.00	18.00	85.00	
Scarlet Tompkins	17.00	18.00	12.00	14.00	10.00	71.00	7
Stephanie Temple	15.00	18.00	11.00	14.00	11.00	69.00	
Average	17.00	17.75	14.25	15.50	14.50	79.00	

PROCUREMENT DIVISION

A NEW DAY.

ADDENDUM NO.	**ONE (1)**
BID NUMBER	**ESC-0252-24**
TITLE OF BID	**RYAN WHITE CARE ACT – PART A / MINORITY AIDS INITIATIVE**
OPENING TIME AND DATE	**2:00 P.M.; DEC. 6, 2023**

THIS ADDENDUM IS ISSUED FOR THE INFORMATION OF BIDDERS ON THE ABOVE TITLED PROJECT AND WILL BE PART OF THE CONTRACT.

THE PURPOSE OF THIS ADDENDUM IS TO NOTIFY CONTRACTORS FOR THE FOLLOWING INFORMATION:

A. Below are the Responses to the Clarification/Questions received via email:

1. QUESTION 1: Please provide the original Funding Opportunity Number from the appropriate federal agency, as well as the CFDA Number for this opportunity.

   RESPONSE: The initial year of this RFP is under Funding Opportunity Number: HRSA-22-018 (CFDA) Number: 93.914. There will be a new Federal grant year next year.

2. QUESTION 2: Per page 37, item c-Executive Summary- Please confirm whether a separate Executive Summary is needed for each Service Category or if it should be one summary describing all service categories for which the applicant is applying?

   RESPONSE: There should be one summary describing all service categories for which the applicant is applying.

DATE: November 1, 2023 BUYER: RUBEN OLA

RECEIPT ACKNOWLEDGED BY RETURN OF SIGNED COPY WITH BID.

Bidder's Signature

Title

Company

Date

A NEW DAY.

3. QUESTION 3: On page 6, section G. mentions that Contractors should make only one proposal for each RFP item. What is considered an RFP item? Usually, for the Jacksonville applications, we submit one proposal with all the service categories in it, which page 35 confirms in section 7.1. a. But then Section 7.1. g. just below that directs us to include a Table of Contents for each proposal. There is supposed to be only one proposal. This is very confusing. Please advise?

   RESPONSE: Please refer to Section 2.4 B., page 6. Contractor shall submit one (1) original, three (3) duplicate hard copies, and one (1) digital scanned copy (in pdf format) on USB flash drive.

4. QUESTION 4: Page 6, point E. states that font size less than 11 points is discouraged allowing us to assume that 11 point is ok but then on page 35, section 7.1. c. directs us to use a 12-point font. What font size do you expect us to use?

   RESPONSE: We prefer you use a 12-point font, but will accept 11-point front – nothing less than 11-point.

and to obtain pricing commitments for RYAN WHITE CARE ACT - PART A/ MINORITY AIDS INITIATIVE as listed in the RFP.

1.3 Term of Agreement.
The initial term of this agreement will be from March 1, 2024 through February 28, 2025. Buyer will have the option to renew and negotiate such agreement for an additional two (2) one-year period of service up on satisfactory performance by Contractor and if mutually agreed upon by both parties. The contract is subject to early termination as set forth elsewhere in this RFP.

1.4 Minimum Vendor Requirements
Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

A. 501(c)(3) exempt state letter (if applicable).
B. Business licensures as proof of eligibility to do business in the State of Florida.
C. Federal Tax Identification Number.
D. Agency Medicaid Number and/or Individual Employee Medicaid Number, if applicable.

1.5 Equal Business Opportunity Program.
It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

This RFP and the resulting Contract are subject to requirements of the Equal Business Opportunity Program Encouragement Plan, which is fully described on Attachment C to this RFP.

Contractors may contact Buyer's Equal Business Opportunity Office at 904-255-8840 or find the JSEB directory on Buyer's website. Please contact the Contact Person identified in Section 1.12 if you are uncertain of Buyer's website address or if you experience problems accessing it.

1.6 Documents Available for Inspection.
N/A

1.7 Federal Funds.
Federal funds will be used as part of this solicitation.

1.8 Non-Mandatory Pre-Proposal Conference.
DATE: OCTOBER 31, 2023
TIME: 10:30 AM
LOCATION: 8TH FLOOR, SUITE 851, 214 N. HOGAN STREET, JACKSONVILLE, FL 32202

1.9 Response Due Date.
The deadline for submitting responses to this RFP is **December 6, 2023, 2:00pm**. Please see Sections 2.3 and 2.4 for more details.

1.10 Response Delivery Location.
Responses must be delivered to the following location:

City of Jacksonville
Procurement Division
Attention: Bid Room
214 N. Hogan Street, Room 105
Jacksonville, Florida 32202

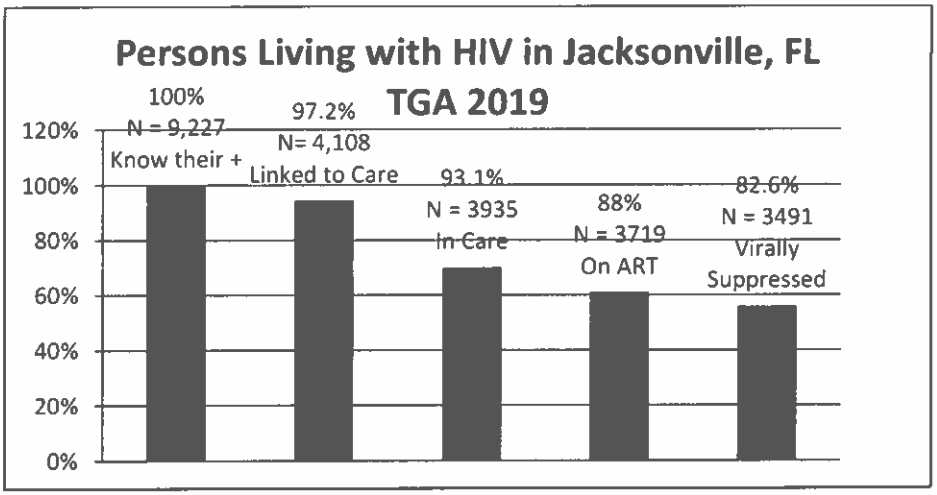
Section 4
Description of Services and Deliverables

Contents

4.1 Purpose
4.2 Background
4.3 Services to be Funded
4.4 Funding Sources
4.5 Timeline
4.6 Definition of Terms

4.1 PURPOSE

This announcement solicits applications for Jacksonville Transitional Grant Area (JTGA) Ryan White Part A Program Grant Funds, hereinafter referred to as the "Ryan White Part A Program". The City of Jacksonville receives federal funds pursuant to the Ryan White Part A HIV/AIDS Treatment Extension Act of 2009, including Minority AIDS Initiative (MAI) funds. Further information regarding Part A of Title XXVI of the Public Service Health Act as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) can be found at https://hab.hrsa.gov/about-ryan-white-hivaids-program/ryan-white-hivaids-program-legislation. The Ryan White Part A Program provides services to people living with HIV/AIDS (PLWHA) in the JTGA which is made up of Clay, Duval, Nassau, and St. Johns Counties. The purpose of this funding is to improve the quality and availability of healthcare of the PLWHA and establish services for people with HIV who would otherwise have no access to healthcare and other support services. Expectations are that eligible providers will apply for funds who can demonstrate capacity to support and further develop and/or expand systems of comprehensive and integrated care to meet the urgent needs of PLWHA within the jurisdiction to achieve the HIV Continuum of Care (HCC) milestones that either equals or exceeds the area's 2019 HCC results. The JTGA HCC below was developed from Florida Department of Health HIV/AIDS Surveillance data, eHARS (Enhanced HIV/AIDS Reporting System), and state and national estimates available online.[1,2,3] The JTGA utilizes the *diagnosis-based* HIV care continuum approach to monitor progress in suppressing viral load in PLWHA and identifying key HIV prevention and care needs to accomplish this goal. Graph 1 below represents the HCC for Jacksonville in 2019 provided by the Florida Department of Health:



Graph 1 HCC for Jacksonville

4.2 BACKGROUND

For the past twenty six years, the City of Jacksonville has been the Administrative Agency (recipient) responsible for administering the Ryan White Part A Program including MAI funding in Northeast Florida.

[1] http://www.floridahealth.gov/diseases-and-conditions/aids/surveillance/partnership-slide-sets1.html
[2] http://www.floridahealth.gov/diseases-and-conditions/aids/surveillance/epi-slide-sets.html
[3] http://www.cdc.gov/hiv/pdf/research_mmp_stagesofcare.pdf

These federal funds represent a large investment by the federal government specifically for the provision of services for the poor and underserved members of the community who live with HIV/AIDS. A coordinated plan and response to the diverse needs of PLWHA is carried out through the activities of the the Metropolitan Jacksonville Area HIV Health Services Planning Council (Planning Council) which was established under the authority of the Public Health Service Act – Public Law 101-381. The Planning Council is representative of the demographics of the local epidemic and ensures that the goals of all the Ryan White Part A Programs are in line with the National HIV/AIDS Strategy (NHAS) for the United States. The NHAS goals are to 1) Reduce new HIV infections 2) Increase access to care and improve health outcomes for people living with HIV 3) Reduce HIV-related disparities and health inequities 4) Achieve a more coordinated national response to the HIV epidemic. (See https://hab.hrsa.gov/about-ryan-white-hivaids-program/national-hivaids-strategy-updated-2020 for more information.)

The Ryan White Part A Program NHAS goals also align with the new national initiative announced in February 2019 "Ending the HIV Epidemic: A Plan for America" (EHE). The primary goal of EHE is to "reduce new HIV infections" in the United States to less than 3,000 by the year 2030. Part A and MAI funding focuses on Pillar Two (Treat) and Pillar Four (Respond) of the EHE Plan to reduce the new infections. For more information on the EHE initiative, see https://www.hrsa.gov/ending-hiv-epidemic.

All subrecipients (proposers) receiving funding through the Ryan White Part A Program are expected to work towards addressing the NHAS and EHE goals.

4.3 SERVICES TO BE FUNDED

a. Core Medical Services

i. Medical Case Management, including Treatment Adherence Services
ii. Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals
iii. Outpatient/Ambulatory Health Services
iv. Oral Health Care
v. AIDS Pharmaceutical Assistance (Not Florida AIDS Drug Assistance Program (ADAP))
vi. Mental Health Services
vii. Home and Community-Based Health Services
viii. Medical Nutrition Therapy

b. Support Services

i. Non-Medical Case Management (Financial Eligibility)
ii. Legal Services
iii. Outreach Services
iv. Substance Abuse – Residential
v. Food Bank/Home Delivered Meals
vi. Psychosocial Support Services
vii. Housing (Transitional)
viii. Medical Transportation Services
ix. Emergency Financial Assistance
x. Health Education/Risk Reduction

More information about allowable costs and descriptions of services can be found in HRSA Policy Notice 16-02 https://hab.hrsa.gov/sites/default/files/hab/program-grants-management/ServiceCategoryPCN_16-02Final.pdf

4.4 FUNDING SOURCES

The JTGA Ryan White Part A Program is funded by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS). The JTGA was awarded $6,381,707 in FY 2023-2024. All program funding is federal and there is no non-governmental or local government funding awarded to the Ryan White Part A Program. The City of Jacksonville as the Recipient anticipates awarding multiple contracts because of the RFP solicitation process, for an initial one-year period, plus two, one-year options to renew, at the City's sole discretion and subject to the availability of funds. The initial funding cycle is from March 1, 2024, through February 28, 2025. The options to renew would be for 12-month budget periods beginning in March and ending in February of each subsequent grant fiscal year of the options to renew, up to two years. Contracts are awarded when the City of Jacksonville receives the

g. Ryan White Planning Council - The HIV/AIDS planning body for Part A and MAI funds is the Metropolitan Jacksonville Area HIV Health Services Planning Council.

h. Ryan White Part A/MAI Contract Period - March 1, 2024 - February 28, 2025.

i. Subrecipient or Provider - An organization funded to provide direct services to people living with HIV/AIDS.

j. Transitional Grant Area (TGA) - The Part A service area in Jacksonville as defined by HRSA that includes Clay, Duval, Nassau and St Johns Counties.

k. Unique Client Identifier (UCI) - An identification number substituted for a client name to preserve confidentiality for billing and reporting purposes. CAREWare generates this number.

l. Unduplicated Client Count – A client is only counted once in each period of time regardless of the number of times client was seen or received services in the same given period of time.

Notice of Award from HRSA. Requests for funding must include all required elements of the respective service category(s) – Core or Support, for which the subrecipient is applying for funding under this RFP.

The City of Jacksonville has not received the notification of award for Fiscal Year (2024-2025) from the HHS, HRSA as of the release of this RFP solicitation. Therefore, award recommendations are contingent on the final award, which is expected by March 2024. Three other legislative matters may majorly affect this funding. First, the Ryan White Act has not been reauthorized since 2009. The reauthorization continues beyond 2020 as long as Congress continues to appropriate funds. No reauthorization is scheduled, but future changes to legislation may affect local funding, allowable fundable services, and other program guidelines. Secondly, the Patient Protection and Affordable Care Act (ACA) is currently in effect, however changes to the ACA may significantly affect service provision and reimbursement for services including Outpatient/Ambulatory Health Services, Local Pharmaceutical Assistance, Health Insurance Premium and Cost Sharing Assistance and other programs. Lastly, while the Florida Legislature currently is not expanding Medicaid, any expansion of Medicaid services and coverage could affect services. It is important that all potential proposals to this RFP understand these unresolved issues.

4.5 TIMELINE

The anticipated schedule for this solicitation is indicated in the table below. Any and all dates may be extended at the City of Jacksonville's sole discretion.

TBD	RFP # XXXXX Released
TBD	Pre-Bid Conference
TBD	Deadline for Written Questions
TBD	Proposal Submission Deadline
TBD	Staff Review and Sorting of Proposals
TBD	Review/Selection Committee Process
TBD	Approval of Grant Awards
3/1/2024	Contract Period Begins

4.6 DEFINITIONS OF TERMS

Service category definitions are included in this RFP by category in Sections 8 and 9. In addition, the following terms are defined as follows:

a. Administrative Agency or Recipient - The City of Jacksonville, Social Services Division is the Administrative agency (Recipient) for Ryan White Part A and MAI funding.

b. Allocation - The total dollar amount that may be expended for a service category.

c. Client/Consumer - An individual who has made application for, and who has been determined eligible for, Ryan White services utilizing the eligibility criteria set forth in the Ryan White HIV/AIDS Treatment Extension Act and written policies approved by the Part A and B Planning Council.

d. Contract Manager - An individual designated by the Administrative Agency to be responsible for contract compliance.

e. Health Resources and Services Administration (HRSA) - The division of the federal Department of Health and Human Services responsible for Ryan White funding.

f. The Ryan White HIV/AIDS Treatment Extension Act of 2009 - The federal legislation passed by Congress in 2009 reauthorizing Ryan White funding. The purpose of Part A funding is to provide emergency assistance to localities (EMAs/TGAs) disproportionately affected by the HIV/AIDS epidemic.