6

A NEW DAY.

MEMORANDUM

TO: **Competitive Sealed Proposal Evaluation Committee ("CSPEC")**

FROM: **Dustin Freeman, Chief of Procurement**

DATE: **October 9, 2023**

RE: **REQUEST FOR APPROVAL TO UTILIZE COMPETITIVE SEALED PROPOSAL PROCESS**

Pursuant to Chapter 126, Part 2, § 126.204, approval is requested to utilize the Competitive Sealed Proposal process to formally procure services for **RYAN WHITE CARE ACT – PART A / MINORITY AIDS INITIATIVE.** As a follow-up to the same, the CSPEC is now requested to review and approve the solicitation documents attached hereto.

More specifically, the CSPEC is requested to review and approve the evaluation criteria as outlined in the attached Request for Proposal ("RFP"). Procurement's review in this matter has revealed that:

> The attached Certification Letter and the Scope of Services received from the using agency appear to be in order.
>
> The RFP **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.
>
> The RFP **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Encouragement Program

It is requested that the CSPEC take these issues into consideration in its review and/or approval in this matter.

CSPEC APPROVAL

Finance Director or designee	Procurement Chief or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

September 15, 2023

To: Dustin L. Freeman, Division Chief
Procurement Division

From: Gregory Grant, EBO/JSEB Administrator GG
LaRoy Covington, EBO/JSEB Business Compliance Analyst LC
Jacksonville Small and Emerging Businesses

RE: **Ryan White Care Act - Part A Minority Aids Initiative**

The Jacksonville Small and Emerging Business & Contract Compliance (JSEB) Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our findings, we recommend the following:

- ☒ Encouragement
- ☐ Participation
- ☐ Set-A-Side

Our outreach efforts are documented and attached. Please let us know if you have any questions or concerns.

I can be reached at (904) 255-8833.

Cc: Ruben Ola
Gregory Grant

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
Social Services Division
1809 Art Museum Dr. Suite 100
Jacksonville, FL 32207
(904) 630-0696
www.coj.net

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MEMORANDUM

TO: Dustin Freeman, Chief
Procurement Division

FROM: Johnnetta Moore, Chief
Social Services Division

DATE: August 31, 2023

RE: **REQUEST FOR PROPOSALS (RFP) RYAN WHITE PART A/MAI FY 2024-FY 2027 SCOPE AND CERTIFICATION**

The Social Services Division, as the Administrative Agency for the City of Jacksonville's Ryan White Part A and Minority AIDS Initiative (MAI) grants, wishes to solicit proposals from community-based organizations to provide health and support services to persons living with HIV disease who reside in the Jacksonville Transitional Grant Area (TGA) comprised of Duval, Clay, Nassau and St. Johns Counties. Those services include outpatient medical care, medications, oral health, mental health counseling, substance abuse treatment, medical and non-medical case management, medical nutrition therapy, and transportation services.

The Social Services Division is recommending that these services be bid to ensure that minority-owned and women-owned City certified JSEBs have a full and fair opportunity to compete for subcontract or sub-consultant participation on this program per the recommendation of the City's Equal Business Opportunity office.

The objectives of the services are to provide needed medical and support services to persons infected with HIV/AIDS in an effort to improve health outcomes. The project accomplishes goals of the Mayor's Metropolitan Jacksonville Area HIV Health Services Planning Council as stated in the Council's HIV Health Services Comprehensive Plan. The Comprehensive Plan goals are a result of an ongoing assessment of the health and support needs of people living with HIV disease; an epidemiological profile of persons with HIV and AIDS in Duval, Clay, Nassau, and St. Johns Counties; demographic profiles by Duval County zip codes; description of the existing continuum of health care; and a list of Ryan White service providers in the four-county area. The provision of these health and support services does not duplicate existing services.

The project will be implemented for a 3-year period including 1-year contract with the option of two additional one-year renewals. The 3-year period for Part A is from March 1, 2024, to February 28, 2027. The City of Jacksonville has received Ryan White CARE Act Title I/Part A and MAI grant dollars from the federal government annually since 1994.

The amount of Part A and MAI funding allocated to provide HIV/AIDS services in FY 2024-2025 is estimated to be $6.1 million.

(1)(v) The proposed services would not duplicate existing services. By federal mandate, Ryan White Part A funds can only be used to pay for services not funded by other programs and as the payor of last resort.

Qualified agencies awarded funding as a result of this solicitation for proposals will become service providers for the Ryan White Part A/MAI continuum of care for the Jacksonville Transitional Grant Area (TGA). As Ryan White CARE Act network providers, the funded agencies will coordinate services with other Ryan White funded providers.

Enclosed is a copy of the Request for Proposals (RFP) with recommendations and certifications from the Risk Management Division. A Time Table for the availability of the RFP, and the mandatory Pre-Bid Conference Agenda.

Please advise Sandy Arts at 255-3342 of any changes or additions to the RFP and bill account number **11406.164011.582001.010677.00000000.00000.000000** for the necessary central service charges.

Thank you for your assistance in this matter.

CC: Sandy Arts, Program Manager
Ruben Ola, Purchasing Analyst

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
Social Services Division
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ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: Ruben Ola
Procurement Division

FROM: Sandy Arts, Program Manager
Social Services Division
Ryan White Part A Program

DATE: August 14, 2023

RE: **REQUEST FOR PROPOSALS (RFP) RYAN WHITE PART A/MAI FY 2024-FY 2027**
Invitation to apply

The Social Services Division, as the Administrative Agency for the City of Jacksonville's Ryan White Part A and Minority AIDS Initiative (MAI) grants, wishes to solicit proposals from community-based organizations. Following is a list of current Community Based Organizations in good standing and contact information for individuals who have expressed interest in possibly submitting proposals.

Michael Weinstein
President
AIDS HEALTHCARE FOUNDATION
6255 W. Sunset Boulevard, 21st Floor
Los Angeles, CA 90028
Michael.Weinstein@aidshealth.org

Rishi Patel, PharmD, MBA, AAHIVP
President & CEO
CAN Community Health, Inc.
4440 Fruitville Road
Sarasota, FL 34232
(941) 300-4440 ext. 11127
rpatel@cancommunityhealth.org

Rod Brown
Community Consultant
Curam LLC.
2136 W. 16th Street
Jacksonville, Florida 32209
(904) 403-2079
Rod_Brown07@Comcast.net

Erakal Goodman, MBA, PhD
Chief Operating Officer
Community Rehabilitation Center, Inc.
623 Beechwood Street
Jacksonville, FL 32206
(386) 283-2010
egoodman@communityrehabcenter.org

Antonio C Nichols BA, MBA, FCCM
Health Officer / Administrator
Florida Department of Health in Duval County,
921 N. Davis Street, Bldg. B, Suite 315 MC33
Jacksonville, FL 32209
(904) 253-1010
antonio.nichols@flhealth.gov

Candace Hodgkins, Ph.D., LMHC
Chief Executive Officer
Gateway Community Services, Inc.
555 Stockton Street
Jacksonville, FL 32204
(904) 387-4661 ext. 1004
chodgkins@GWJax.com

James A. Kowalski, Jr.
President and CEO
Jacksonville Area Legal Aid, Inc.
126 W. Adams Street
Jacksonville, FL 32202
(904) 356-8371 x 325
Jim.Kowalski@jaxlegalaid.org

Lolita Hill
Chief Executive Officer
Jacksonville Health And Educational Resource Center, Inc.
1024 Edgewood Ave West
Jacksonville, Florida 32208
lolita@jh-erc.org
allen65@bellsouth.net

Bill Brim
President & CEO
Lutheran Social Services of Northeast Florida, Inc.
4615 Philips Highway
Jacksonville, FL 32207
(904) 730-8237
bill.brim@lssjax.org

Donna Fuchs
Executive Director
Northeast Florida Aids Network, Inc.
2715 Oak Street
Jacksonville, FL 32205
(904) 356-1612 ext. 118
dfuchs@nfanjax.org

Sylvester Joshua Harden-Givens
Chief Executive Officer
Overflow Health Alliance
5045 Solute Drive, Suite 12
Jacksonville, Florida 32208
(904)468-7944 ext. 1026
joshua@overflowhealthalliance.org

Jacqueline Dowdy
Chief Executive Officer
River Region Human Services, Inc.
3901 Carmichael Avenue
Jacksonville, FL 32207
(904) 899-6300 ext. 4714
jdowdy@rrhs.org

Charlyn Buford, MPH
Clinical Program Coordinator II/CQI
University of Florida Board of Trustees
University of Florida Center for HIV/AIDS, Research, Education & Service
910 North Jefferson Street
Jacksonville, FL 32209
(904) 244-2216
Charlyn.Buford@jax.ufl.edu

Cindy Watson
Chief Executive Officer
JASMYN
PO Box 2973
Jacksonville, FL 32203
(904) 389-3857 ext. 205
cwatson@jasmyn.org

Mia L. Jones
Chief Executive Officer
AGAPE Family Health
120 Kings Street
Jacksonville, Florida 32204
904-800-5969
AgapeFamilyHealth@agapefamilyhealthjax.org

Vicki Lynne Gloger
Chief Executive Officer
Hope Across the Globe
6817 Southpoint Pkwy, Ste. 603
Jacksonville, FL 32216
(901) 224-6270
Vickilynne@hopeacrosstheglobe.org

Lori Weber
Regional Director
Catholic Charities
134 E Church St.
Jacksonville, FL 32202
(904) 354-4846
lweber@ccbjax.org

Ola, Ruben

From: Arts, Sandy
Sent: Thursday, September 21, 2023 6:38 AM
To: Ola, Ruben
Subject: FW: Review Insurance for Ryan White RFP
Attachments: Ryan White Coverages (08.14.23).docx; Exhibit A - Indemnification.docx

Good morning Ruben,

Attached are the approved Insurance requirements. See message from Kevin, Risk Review below.
I will review the RFP today.

Thank you

Sandy Arts, Program Manager
Ryan White Part - A
Social Services Division
1809 Art Museum Drive
Jacksonville, FL 32207
(904) 255-3342
sarts@coj.net
https://www.coj.net/rwpc

From: Collier, Kevin <CKevin@coj.net> **On Behalf Of** RiskReview
Sent: Monday, August 14, 2023 1:39 PM
To: Arts, Sandy <SArts@coj.net>
Subject: RE: Review Insurance for Ryan White RFP

Sandy,

Attached are the coverage requirements and Indemnification.

Please let me know if you have any questions.

Thanks,

Kevin

Kevin F Collier
Property & Casualty Insurance Compliance Manager
Finance and Administration Department
City of Jacksonville

117 W. Duval Street Suite 335
Jacksonville, FL 32202-3381
Ckevin@coj.net
904-255-5314
904-742-0040

Please note that under Florida's very broad public records law, email communications to and from City officials are subject to public disclosure.

From: Arts, Sandy <SArts@coj.net>
Sent: Monday, August 14, 2023 1:11 PM
To: RiskReview <RiskReview@coj.net>
Subject: RE: Review Insurance for Ryan White RFP

Attached is the draft of the 2024-2027 RFP per your request.

Thank you

Sandy Arts, Program Manager
Ryan White Part - A
Social Services Division
1809 Art Museum Drive
Jacksonville, FL 32207
(904) 255-3342
sarts@coj.net
https://www.coj.net/rwpc

From: Collier, Kevin <CKevin@coj.net> **On Behalf Of** RiskReview
Sent: Monday, August 14, 2023 1:03 PM
To: Arts, Sandy <SArts@coj.net>
Subject: RE: Review Insurance for Ryan White RFP

Sandy,

Yes, please send me a copy of the RFP to review.

Thank you!

Kevin

Kevin F Collier
Property & Casualty Insurance Compliance Manager