



Contract Number

23-64 A-2

SAP Number

4400021152

Department of Public Health

Department Contract Representative	Dominic Correra
Telephone Number	(909) 665-2647
Contractor	AIDS Healthcare Foundation
Contractor Representative	Nevin Eapen, Contracts Manager
Telephone Number	(214) 235-7993
Contract Term	March 1, 2023 through February 28, 2026
Original Contract Amount	\$542,990
Amendment Amount	\$272,229
Total Contract Amount	\$815,219
Cost Center	9300371000
Grant Number (if applicable)	N/A

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 2

It is hereby agreed to amend Contract No. 23-64, effective November 5, 2024, as follows:

SECTION D. TERM OF CONTRACT

Paragraph 1 is amended to read as follows:

1. This Contract is effective as of March 1, 2023 and is extended from its expiration date of February 28, 2025, to expire on February 28, 2026, but may be terminated earlier in accordance with provisions of this Contract.

SECTION F. FISCAL PROVISIONS

Paragraph 1 is amended to read as follows:

1. The maximum amount of payment under this Contract shall not exceed \$815,219, of which \$815,219 may be federally funded, and shall be subject to availability of funds to the County. If

the funding source notifies the County that such funding is terminated or reduced, the County shall determine whether this Contract will be terminated or the County's maximum obligation reduced. The County will notify the Contractor in writing of its determination and of any change in funding amounts. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel and per diem.

Original Contract	\$428,000	March 1, 2023 through February 28, 2025
Amendment No. 1	\$114,990	March 1, 2023 through February 28, 2025
Amendment No. 2	\$272,229	March 1, 2023 through February 28, 2026

It is further broken down by Program Year as follows:

Program Year	Dollar Amount
March 1, 2023 through February 29, 2024	\$271,495
March 1, 2024 through February 28, 2025	\$271,862
March 1, 2025 through February 28, 2026	\$271,862
Total	\$815,219

ATTACHMENTS

ATTACHMENT A2. – Add SCOPE OF WORK – ENDING THE HIV EPIDEMIC: A PLAN FOR AMERICA – PROGRAM YEAR 2025-26

ATTACHMENT H1. – Replace ENDING THE HIV EPIDEMIC PROGRAM BUDGET AND ALLOCATION PLAN FOR PROGRAM YEAR 2024-25

ATTACHMENT H2. – Add ENDING THE HIV EPIDEMIC PROGRAM BUDGET AND ALLOCATION PLAN FOR PROGRAM YEAR 2025-26

All other terms and conditions of Contract No. 23-65 remains in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

SAN BERNARDINO COUNTY

► *Dawn Rowe*

Dawn Rowe, Chair, Board of Supervisors

Dated: NOV 05 2024

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

Lynna Morrell
Clerk of the Board of Supervisors
San Bernardino County

By *[Signature]* Deputy



AIDS Healthcare Foundation

(Print or type name of corporation, company, contractor, etc.)

By ► *[Signature]*
(Authorized signature - sign in blue ink)

Name Michael Weinstein
(Print or type name of person signing contract)

Title President
(Print or Type)

Dated: October 22, 2024

Address 6255 W. Sunset Blvd., 21st Fl
Los Angeles, CA, 90028

FOR COUNTY USE ONLY

Approved as to Legal Form

► *[Signature]*
Adam Ebright, County Counsel

Date 10/29/2024

Reviewed for Contract Compliance

► _____

Date _____

Reviewed/Approved by Department

► *[Signature]*
Joshua Dugas (Oct 29, 2024 09:58 PDT)
Joshua Dugas, Director

Date 10/29/2024

SCOPE OF WORK – Ending the HIV Epidemic: A Plan for America

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025 – February 28, 2026
Service Category:	Pillar Two: Treat people with HIV rapidly and effectively to reach sustained viral suppression - Early Intervention Services
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert	FY 25/26 TOTAL
Proposed Number of Clients	100						100
Proposed Number of Visits = Regardless of number of transactions or number of units	200						200
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	1,600						1,600

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
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<p>Element #1: Linkage to Care Activities: Implementation Activity #1-1: Establish and maintain relationships with case managers, HIV testing agencies, community-based organizations, etc. Make contacts/calls on a routine basis to build relationships with potential referral sources. Implementation Activity #1-2: Deliver all aspects of linkage services including referral, provisional eligibility determination, assessment, and evaluation of consumer needs/service. Work with AHF Retention Specialists, Benefits Counselors, Office Administrators, and Nurse Case Managers to ensure clients are directly linked to care and remain in care.</p>	1	03/01/25-02/28/26	<p>Documentation of outreach will be recorded in ARIES/HCC. Documentation of new clients in ARIES/HCC. Documentation of timely appointments and medical care will be documented in ARIES/HCC.</p>
<p>Element #2: Retention and Reengagement in Care Activities: Implementation Activity #2-1: Review and generate “104-Days Report” for providers. As part of outreach, send retention letter per providers request to encourage clients to schedule a returning follow-up appointment; schedule new client appointments for potential AHF healthcare center clients; provide potential clients with information on the organization; and do reminder calls for new clients one day prior to appointment. Implementation Activity #2-2: Deliver all aspects of retention services including referral, provisional eligibility determination, assessment, and evaluation of consumer needs/service. Work with AHF Linkage Specialists, Benefits Counselors, Office Administrators, and Nurse Case Managers to ensure clients are reengaged to care and remain in care.</p>	1	03/01/25-02/28/26	<p>Documentation of outreach (telephone/visits to home-neighborhood) will be recorded in ARIES/HCC. Documentation of timely appointments and medical care will be documented in ARIES/HCC. Patient retention reports will document maintenance of clients seen every three months by AHF medical staff and phone calls made to clients.</p>
<p>Element #3: Referral and Follow-up Services Activities: Implementation Activity #3-1: Work with linking agencies to ensure ongoing referrals and promote AHF services. Participate in TGA planning activities and community-based health efforts. Implementation Activity #3-2: Follow-up on Provider referrals for mental health, specialty providers, and needed psychosocial services such as financial assistance, housing, food, etc. Provide ongoing advocacy services on behalf of clients</p>	1	03/01/25-02/28/26	<p>Formal linkage agreements on file and renewed as required Medical records will document the referrals that clients receive Referrals and follow up on referrals provided to clients will be documented in ARIES/HCC.</p>

AIDS Healthcare Foundation
Ending the HIV Epidemic
Line Item Budget
Budget Period 3/1/2024 - 2/28/2025

	Salary	Program FTE	Program Cost	Direct Costs	Program Total
Personnel					
Assoc Dir of MC Coordination (Ayoola Greaves)	\$ 120,000	15%	\$ 18,000.00	\$ 18,000.00	\$ 18,000
Program Manager (Diana Martinez)	\$ 81,000	60%	\$ 48,600.00	\$ 48,600.00	\$ 48,600
Retention Specialist (Monica Reynolds)	\$ 53,300	90%	\$ 47,970.00	\$ 47,970.00	\$ 47,970
Retention Specialist (Rios Carrillo, Nancy)	\$ 50,000	90%	\$ 45,000.00	\$ 45,000.00	\$ 45,000
Linkage Care Specialist (Justin Rodriguez)	\$ 41,356	90%	\$ 37,220.81	\$ 37,220.81	\$ 37,221
Personnel Subtotal			\$ 196,790.81	\$ 196,790.81	\$ 196,790.81
Fringe					
		Percent	Program Cost	Direct Costs	Program Total
401K		3.22%	\$ 6,336.66	\$ 6,336.66	\$ 6,336.66
Health Insurance		10.99%	\$ 21,627.31	\$ 21,627.31	\$ 21,627.31
Life Insurance		0.20%	\$ 393.58	\$ 393.58	\$ 393.58
Workers' Comp		0.98%	\$ 1,928.55	\$ 1,928.55	\$ 1,928.55
Payroll Taxes		7.65%	\$ 15,054.50	\$ 15,054.50	\$ 15,054.50
Accrued Vacation		0.20%	\$ 393.58	\$ 393.58	\$ 393.58
Fringe Subtotal		23.24%	\$ 45,734.19	\$ 45,734.19	\$ 45,734.19
Total Personnel			\$ 242,525.00	\$ 242,525.00	\$ 242,525.00
Supplies					
			Program Cost	Direct Costs	Program Total
Hygiene Kits			\$ 7,000	\$ 7,000.00	\$ 7,000.00
Patients Incentives			\$ 3,200	\$ 3,200.00	\$ 3,200.00
Emergency food for clients			\$ 3,145	\$ 3,145.00	\$ 3,145.00
Supplies Total			\$ 13,345.00	\$ 13,345.00	\$ 13,345.00
Direct			\$ 255,870.00	\$ 255,870.00	\$ 255,870.00
\$			\$ 255,870.00	\$ 255,870.00	\$ 255,870.00
%			100%	100%	100%

AIDS Healthcare Foundation
Ending the HIV Epidemic
Budget Narrative Justification
Budget Period 3/1/2024 - 2/28/2025

Direct Costs**Personnel****\$ 196,790.81****Assoc Dir of MC Coordination (Ayoola Greaves) - 15% FTE @ \$120,000/year**

The Associate Director will oversee the MCM program. The administrative duties will include complying with all contract obligations, scope of work, reporting, incentive plan and supervision of all staff. Also, responsible for scheduling and ongoing site assessments and effectiveness.

Program Manager (Diana Martinez) - 60% FTE @ \$81,000/year

To oversee the Medical Case Management staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. In addition, Erica will also be providing nurse care management services to all eligible clients who require care management services. She is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. She is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. She will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.

Retention Specialist (Monica Reynolds) - 90% FTE @ \$53,300/year

The Patient Retention Specialist (PRS) will directly engage clients who are at-risk of falling out of care or are lost to care. The incumbent will be responsible for reaching the patients through all available means of communication, including but not limited to phone calls, text messages, emails, physical mail, and community outreach to parks, food pantries, and shelters.

Retention Specialist (Nancy Rios Carrillo) - 90% FTE @ \$50,000/year

The Patient Retention Specialist (PRS) will directly engage clients who are at-risk of falling out of care or are lost to care. The incumbent will be responsible for reaching the patients through all available means of communication, including but not limited to phone calls, text messages, emails, physical mail, and community outreach to parks, food pantries, and shelters.

Linkage Care Specialist (Justin Rodriguez) - 90% FTE @ \$41,356/year

The Linkage Care Specialist will facilitate rapid linkage to care services for HIV positive clients, and will be on call seven days per week. The Linkage Care Specialist assists with linkage to treatment and provides critical support for those newly diagnosed and PLWHA who have fallen out of care or have been living with the disease but not yet accessed care. The Linkage Care Specialist helps with making appointments for clients to appropriate medical and social services; follows retention strategies including: follow-up calls to clients; offering to meet clients to discuss structural and personal barriers to care; and providing strategies to overcome identified barriers.

Fringe**\$ 45,734.19**

Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	3.22%
Health Insurance	10.99%
Life Insurance	0.20%
Workers' Comp	0.98%
Payroll Taxes	7.65%
Accrued Vacation	0.20%
Total	23.24%

Supplies**Hygiene Kits**

For clients that need to improve their personal hygiene habits for the benefit of their health and wellbeing (Approx 350 clients x \$20 (ave cost of hygiene kits = \$7,000))

Program Cost	Direct Costs	Program Total
\$ 7,000	\$ 7,000.00	\$ 7,000.00

Patients Incentives	\$	3,200	\$	3,200.00	\$	3,200.00
(\$20/Food Gift Cards for 150 Clients)						
Clients will receive a \$20 gift card after completion of their second medical appointment.						
Emergency food for clients	\$	3,145	\$	3,145.00	\$	3,145.00
This will consist of snacks for clients visiting the office. We will purchase fruit and granola bars, nuts, pudding cups, crackers, bottles of water, and similar snacks (Ave cost \$262/month x 12 = 3,144)						
	\$	13,345.00	\$	13,345.00	\$	13,345.00

Direct Costs Total					\$ 255,870.00
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AIDS Healthcare Foundation
CQM
Line Item Budget
Budget Period 3/1/2024 - 2/28/2025

	Salary	Program FTE	Program Cost	CQM Costs	Program Total
Personnel					
Senior Project Manager-Quality (Bahaya, Sandra Najun)	\$ 97,792	13.27%	\$ 12,976.31	\$ 12,976	\$ 12,976
Personnel Subtotal			\$ 12,976.31	\$ 12,976.31	\$ 12,976.31
Fringe		Percent	Program Cost	CQM Costs	Program Total
401K		3.22%	\$ 417.84	\$ 417.84	\$ 417.84
Health Insurance		10.99%	\$ 1,426.10	\$ 1,426.10	\$ 1,426.10
Life Insurance		0.20%	\$ 25.95	\$ 25.95	\$ 25.95
Workers' Comp		0.98%	\$ 127.17	\$ 127.17	\$ 127.17
Payroll Taxes		7.65%	\$ 992.69	\$ 992.69	\$ 992.69
Accrued Vacation		0.20%	\$ 25.95	\$ 25.95	\$ 25.95
Fringe Subtotal		23.24%	\$ 3,015.69	\$ 3,015.69	\$ 3,015.69
Total Personnel			\$ 15,992.00	\$ 15,992.00	\$ 15,992.00
CQM				\$ 15,992.00	\$ 15,992.00
\$				\$ 15,992.00	\$ 15,992.00
%			0%	100%	100%

AIDS Healthcare Foundation
CQM
Budget Narrative Justification
Budget Period 3/1/2024 - 2/28/2025

CQM Costs

Personnel **\$ 12,976.31**

Senior Project Manager-Quality (Bahaya, Sandra Najuna) - 13.27% FTE @ \$97,792/year

This position is responsible for the design and implementation of programs and projects, tracking and trending the quality indicators, establishing and utilizing benchmarks and thresholds as quality indicators, developing corrective action plans in collaboration with management as needed, development of the annual QI Plan and implementation of internal quality improvement projects. In addition, this position assures the ongoing, quarterly, semiannual and annual QI reporting and evaluations as prescribed in the overall QI plan.

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CQM Costs Total **\$ 15,992.00**

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CQM					\$ 15,992.00	\$ 15,992.00
\$					\$ 15,992.00	\$ 15,992.00
%					0%	100%

AIDS Healthcare Foundation
CQM
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

CQM Costs**Personnel****\$ 12,976.31****Senior Project Manager-Quality (Bahaya, Sandra Najuna) - 13.27% FTE @ \$97,792/year**

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Accrued Vacation	0.20%
Total	23.24%

CQM Costs Total**\$ 15,992.00**