

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number**

20-1065 A-2

SAP Number

4400015586

Department of Public Health

Department Contract Representative
Telephone Number

Lisa Ordaz, HS Contracts
(909) 388-0222

Contractor
Contractor Representative
Telephone Number
Contract Term
Original Contract Amount
Amendment Amount
Total Contract Amount
Cost Center

AIDS Healthcare Foundation
Nevin Eapen, Contracts Manager
(214) 943-4444
10/28/2020 through 02/28/2023
\$411,939
(\$ 83,599)
\$328,340
9300371000

IT IS HEREBY AGREED AS FOLLOWS:**AMENDMENT NO. 2**

It is hereby agreed to amend Contract No. 20-1065, effective November 15, 2022, as follows:

SECTION V. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$328,340, of which \$328,340 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	\$89,145	October 28, 2020 through February 28, 2022
Amendment No. 1	\$37,986 increase	March 1, 2021 through February 28, 2022
Amendment No. 1	\$284,808	March 1, 2022 through February 28, 2025
Amendment No. 2	(\$83,599) decrease	March 1, 2022 through February 28, 2025

It is further broken down by Program Year as follows:

Program Year	Dollar Amount
October 28, 2020 through February 28, 2021	\$32,195
March 1, 2021 through February 28, 2022	\$94,936
March 1, 2022 through February 28, 2023	\$201,209*
March 1, 2023 through February 29, 2024	\$0**
March 1, 2024 through February 28, 2025	\$0**
Total	\$328,340

*This amount includes an increase of \$106,273. ** No funding for remaining two years.

SECTION VI. RIGHT TO MONITOR AND AUDIT

Amend Paragraph I to read as follows:

- I. County is required to identify the Contractor Unique Entity Identification (UEI) number, as known in the federal System for Award Management (SAM), and Federal Award Identification Number (FAIN) in all County contracts that include federal funds or pass through of federal funds. This information is required in order for the County to remain in compliance with Title 2 CFR Section 200.331, and remain eligible to receive federal funding. The Contractor shall provide the Contractor name as registered in SAM, as well as the UEI number to be included in this Contract. Related FAIN will be included in this Contract by the County.

Contractor Name as registered in SAM	AIDS Healthcare Foundation
UEI	FWM8BLZ5AZK1
FAIN	UT833958

SECTION VIII. TERM

Amend Section VIII to read as follows:

This Contract is effective as of October 28, 2020, and is hereby changed from its amended expiration date of February 28, 2025, to expire on February 28, 2023, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

ATTACHMENTS

ATTACHMENT A1 – Remove and Replace SCOPE OF WORK – ENDING THE HIV EPIDEMIC for Program Year 2022-23

ATTACHMENT H1 – Remove and Replace PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2022-23

ATTACHMENT H2 – Delete PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

ATTACHMENT H3 – Delete PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2024-25

All other terms and conditions of Contract No. 20-1065 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 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

► 
Curt Hagman, Chairman, Board of Supervisors

Dated: **NOV 15 2022**

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

By 
Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By 
Deputy



AIDS Healthcare Foundation

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

By ► 

(Authorized signature - sign in blue ink)

Name **Michael Weinstein**

(Print or type name of person signing contract)

Title **President**

(Print or Type)

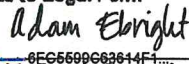
Dated: **11/2/2022**

Address **6255 W. Sunset Blvd., 21st Floor**

Los Angeles, CA 90028

FOR COUNTY USE ONLY

Approved as to Legal Form

► 
Adam Ebright, County Counsel

Date **November 3, 2022**

Reviewed for Contract Compliance

► 
Patty Steven, HS Contracts

Date **November 3, 2022**

Reviewed/Approved by Department

► 
Joshua Dugas, Director

Date **November 3, 2022**

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

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	<i>Leave Blank</i>
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2022 – February 28, 2023
Service Category:	EIS
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 22/23 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
Element #1: Linkage to Care Activities:		1	03/01/22-02/28/23	Documentation of outreach will be recorded in ARIES
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				Documentation of new clients in ARIES
				Documentation of timely appointments and medical care will

relationships with potential referral sources.				be documented in ARIES	ATTACHMENT A1
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.					
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.				1	03/01/22-02/28/23
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				1	03/01/22-02/28/23
				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	

ENDING THE HIV EPIDEMIC: A PLAN FOR AMERICA BUDGET AND ALLOCATION PLAN
Fiscal Year March 1, 2022 – February 28, 2023

AGENCY NAME: AIDS Healthcare Foundation

SERVICE EIS

	A	B	C
Budget Category	Non- Ending the HIV Epidemic: A Plan for America Cost (Other Payers)²	Ending the HIV Epidemic: A Plan for America Cost	Total Cost¹
<i>Personnel</i>			
<p><u>Classification:</u> (E. Washington, 15% FTE) Program Manager (\$90,300 annual salary / 12 X 15% FTE X 4 months)</p> <p>Position Description: To oversee the EPI staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. In addition, the PM will also 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.</p>		4,515	
<p><u>Classification:</u> (M. Velasquez, 20% FTE) RW Care Program Manager (\$75,920 annual salary / 12 X 20% FTE X 8 months)</p> <p>Position Description: To oversee the EPI staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. In addition, the PM will also 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.</p>		10,123	
<p><u>Classification:</u> (D. Martinez, 30%) Retention Specialist (\$68,218 annual salary / 12 X 30% FTE X 6 months)</p> <p>Position Description: 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</p>		10,233	

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.			
<p><u>Classification:</u> (TBD, 95%) Retention Specialist (\$49,920 annual salary / 12 X 95% FTE X 6 months)</p> <p>Position Description: 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.</p>		23,712	
<p><u>Classification:</u> (TBD, 95%) Retention Specialist (\$49,920 annual salary / 12 X 95% FTE X 6 months)</p> <p>Position Description: 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.</p>		23,712	
<p><u>Classification:</u> (A. Sajedi, 70%) Linkage Care Specialist (\$42,001 annual salary / 12 X 70% FTE X 12 months)</p> <p>Position Description: 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.</p>		29,400	
<p>Fringe Benefits 24.99% of Total Personnel Costs</p>		25,413	

TOTAL PERSONNEL		\$127,108	
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
<u>Hygiene Kits:</u> (\$20 / Kit for 100 Clients) For clients that need to improve their personal hygiene habits for the benefit of their health and wellbeing.		2,000	
<u>Patients Incentives:</u> (\$20/Food Gift Cards for 100 Clients) Client will receive a \$20 gift card after completion of their second medical appointment. These will be Wal-Mart Gift Cards so that clients are able to meet the need for groceries, or personal staff.		2,000	
<u>Emergency Food for Clients:</u> Snacks for hungry clients visiting the office, such as healthy fruit and granola bars, nuts, pudding cups, StarKist tuna, cup of peanut butter, crackers and bottles of water, etc.		1,130	
<u>Marketing Expenses:</u> Print Advertising (20,000): Securing monthly full-page placements promoting linkage to care services in smaller pubs in both counties (eg. Adelante Magazine, Rage monthly magazine) Facebook Advertising (20,000) Geotargeting both counties with a split focus on getting back into care if you've left recently and recruiting new clients in the older demo who qualify via linkage		40,000	
TOTAL OTHER		\$45,130	
SUBTOTAL (Total Personnel and Total Other)		\$172,238	
Administration 10% (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)		17,224	
TOTAL BUDGET (Subtotal & Administration)		\$189,462	

¹ Total Cost = Ending the HIV Epidemic: A Plan for America (Other Payers) + Ending the HIV Epidemic: A

Plan for America (A+B)

- Total Number of Ending the HIV Epidemic: A Plan for America to be Provided for this Service Category: 1,600
Total Ending the HIV Epidemic: A Plan for America (Column B) Divided by Total Ending the HIV Epidemic: A Plan for America Units to be Provided: \$118.41
(This is your agency's Ending the HIV Epidemic: A Plan for America cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds

RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN

Fiscal Year March 1, 2022 – February 28, 2023

AGENCY NAME: AIDS Healthcare Foundation SERVICE CQM -EHE (Additional)

	A	B	C
Budget Category	Non-RW Cost (Other Payers) ²	RW Cost	Total Cost ¹
Personnel			
Classification: (S. Najuna, 9.43% FTE) Senior Project Manager - Quality Contracts \$90,659 annual salary / 12 X 10.367% FTE X 12 months Position Description: 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.		9,399	
Fringe Benefits 24.99% of Total Personnel Costs		2,348	
TOTAL PERSONNEL	\$0	\$11,747	\$0
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
TOTAL OTHER	\$	\$0	\$
SUBTOTAL (Total Personnel and Total Other)	\$	\$11,747	\$
Indirect Cost 10% (limited to 10% of total service budget) (Include a detailed description of items within such as managerial staff etc. See next page.)		0	
TOTAL BUDGET (Subtotal & Administration)	\$	\$11,747	\$

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: __
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: __
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: AHF General Funds and Outpatient/Ambulatory budget.