

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

November 17, 2020

FROM

CORWIN PORTER, Director, Department of Public Health

SUBJECT

Amendment to Contract with Norcott Consulting for Grant Writer and Consultant Services for Ryan White Part A

RECOMMENDATION(S)

Approve **Amendment No.1**, effective March 1, 2021, to **Contract No. 18-92** with Norcott Consulting to provide grant writer and consultant services for the Ryan White Part A program, increasing the total contract amount by \$120,000, from \$180,000 to \$300,000, and exercising both one-year extension options, for the total contract period of March 1, 2018 through February 28, 2023.

(Presenter: Corwin Porter, Director, 387-9146)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item has no impact on Discretionary General Funding (Net County Cost). The increase of \$120,000, total contract amount of \$300,000, for these services is funded through the United States Department of Health and Human Services, Health Resources and Services Administration (HRSA), which includes funding for the Department of Public Health (DPH) to administer the Ryan White Part A program. Adequate appropriation and revenue have been included in DPH's 2020-21 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

DPH, acting as the lead agency for San Bernardino and Riverside counties, administers funds allocated by HRSA under Part A of the Ryan White HIV/AIDS Treatment Extension Act of 2009. Part A funds support the provision of core medical care and support services such as outpatient/ambulatory health services, oral health care, local pharmaceutical assistance, substance abuse and mental health services, outreach, and case management. Services are provided to more than 3,800 persons living with HIV/AIDS within San Bernardino and Riverside counties. DPH has been utilizing a grant writer and consultant to assist with the annual, competitive Ryan White grant application and various consulting projects for several years. Some of the projects include: trainings related to HRSA, monitoring and fiscal oversight, Planning Council roles and responsibilities, data analysis, and assistance in reaching the State's Integrated Care and Prevention Care Plan goals.

**Amendment to Contract with Norcott Consulting for Grant Writer and Consultant Services for Ryan White Part A
November 17, 2020**

Under the terms of the recommended amendment, Norcott Consulting will continue to work with DPH to apply for the competitive Ryan White grant on an annual basis and provide the consulting services as requested, and exercise both of the one-year extension options, resulting in a total contract term of March 1, 2018 through February 28, 2023.

PROCUREMENT

On February 13, 2018 (Item No. 33), as a result of a formal procurement, the Board of Supervisors approved Contract No. 18-92 with Norcott Consulting to provide grant writer and consultant services for the Ryan White Part A program, in an amount not to exceed \$180,000, for the period of March 1, 2018 through February 28, 2021. The contract included the option to extend for two additional one-year periods.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Jennifer Mulhall-Daudel, Contracts Manager, 388-0241) on October 8, 2020; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on October 19, 2020; Finance (Paul Garcia, Administrative Analyst, 386-8392) on November 2, 2020; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on November 2, 2020.

**Amendment to Contract with Norcott Consulting for Grant Writer and
Consultant Services for Ryan White Part A
November 17, 2020**

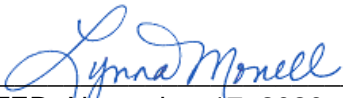
Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Josie Gonzales

Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 17, 2020



cc: PH- Ordaz w/agree
Contractor- C/O PH w/agree
File- w/agree
LA 11/20/2020