

ADDENDUM NUMBER: ONE

HILLSBOROUGH COUNTY HEALTH CARE SERVICES DEPARTMENT
601 EAST KENNEDY BLVD, 16th FLOOR
TAMPA, FLORIDA 33602

DATE: **October 26, 2022**

TO APPLICANT: This Addendum is an integral part of the RFA Package under consideration by you as an Applicant in connection with the subject matter herein below identified. Hillsborough County deems all sealed Applications to have been proffered in recognition and consideration of the entire RFA package – including all issued addenda. For purposes of clarification, receipt of this present Addendum by an Applicant should be evidenced by returning it (signed) as part of the Applicant's electronically submitted Application.

ADDENDUM TO: **THE HEALTH EDUCATION RISK REDUCTION, HOUSING AND SUBSTANCE ABUSE, FOR INDIVIDUALS WITH HIV DISEASE**

RFA NUMBER: **RW1-22**

RFA SUBMISSION DEADLINE DATE AND TIME: **Tuesday, November 15, 2022, 5:00 PM, EST.**

PLACE: Health Care Services Department, arnolda@HCFLGov.net

REASON FOR ISSUANCE OF THIS ADDENDUM: THE INFORMATION INCLUDED HEREIN IS HEREBY INCORPORATED INTO THE CONTRACT DOCUMENTS OF THIS PRESENT RFA MATTER AND SUPERSEDES ANY CONFLICTING CONTRACT DOCUMENTS OR PORTION THEREOF PREVIOUSLY ISSUED:

1. "On Friday's pre-conference meeting, I understood that we need to submit a separate application for each county and category.

We are considering submitting proposals for two services categories:

Service Category: Housing: Pasco/Hernando

Service Category: MAI, for the following four sub-populations:

- 1. Pinellas County-African Americans/Blacks**
- 2. Pinellas County-Hispanics**
- 3. Pasco/Hernando-African American /Blacks**
- 4. Pasco/Hernando-Hispanics**

Can you confirm if I understand correctly, based on the above selections, would we be submitting 5 applications, one for each service area and sub population? Or only three applications: one for Housing (Pasco/Hernando) and two for MAI (Pinellas County and Pasco/Hernando County). Thank you-"

Yes, that is correct. A separate application is needed for each allocation by service area and sub-population so they can be scored against others that may be submitted for one service/county allocation. Applications cannot be combined in any way.

2. “Just to clarify, under Housing, we are thinking of applying for both counties : Pasco and Hernando, so are these two applications?”

No, only one application is needed as there is one allocation for both Pasco/Hernando Counties for \$200,000.

3. Have a question regarding housing for Pasco/Hernando Counties.

“How would you like for the unit cost for housing to be calculated? Given that rent/utility amounts vary greatly, it seems almost impossible to have an “average” cost per unit.

Should we use a cost per client (average)?

As an example, \$120,000 in direct payments for housing/utility for clients, with 100 unduplicated clients, would be \$1,200 per client. OR would you use the full \$200,000, with 100 unduplicated clients, would be \$2,000 per client.”

The unit cost calculation is ONLY required if the applicant is wanting reimbursement based on a fee for service.

4. “After review of RFA # RW1-22 and the supporting documentation, we are requesting interpretation/clarification of the following items:

- **In the Excel form provided, Tab named “Unit Cost Calculation Form” – row 66 indicates Part B. Is it required to complete this information for any Part B funding that the provider has or if this an error?**

The form is separated in sections. This is not related to the Part B grant/funding. It's part/section B of the form.

- **The Budget Summary lists CQM for Part A. Is this applicable for Providers who are not providing CQM? Are CQM activities allowable for reimbursement by the service provider?**

Use the sections that apply. If not participating or applying for CQM funding then disregard the form. This RFA does not allow for CQM funding.

- **On the Budget Narrative form, are indirect costs to be listed under as “a dministration”?**

Correct, indirect costs should be listed only under the Part A Admin tab under the Budget Narrative form.

- **The Budget Narrative, Part A Admin, Contractual (row 87-94) indicates the following two items. The corresponding sections are not located in the RFA. Can those be provided?**

Those two rows are only there to reference that any contractual services that are CQM or HIV related services are to be entered/completed under the respective Part A CQM or Part A HIV Services tabs.

- ***Please refer to the Part A Clinical Quality Management (CQM) section for contractual information on these services.***
To be completed in the Part A CQM tab section for services currently completing this application for funding. If applicable.
- ***Please refer to the Part A HIV Services section for contractual information on these services.”***
To be completed in the Part A HIV Services section for service category currently completing this application for funding.

5. “The RFA references the 2020 National HIV/AIDS Strategy. However, the current strategy is National HIV/AIDS Strategy (2022-2025). Please clarify which one should be used for this RFA.”

The National HIV/AIDS Strategy (2022-2025) should be used. Found at the following link:
<https://www.whitehouse.gov/wp-content/uploads/2021/11/National-HIV-AIDS-Strategy.pdf>

Receipt of this Addendum is hereby acknowledged by the undersigned Applicant.

ATTEST:

Authorized Signature (Applicant)

Witness

Title of Person Signing Above

Typed Name of Firm, Corporation,
Business or Individual

Address

Telephone Number

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