



# County of San Mateo

## Inter-Departmental Correspondence

---

**Department:** HEALTH

**File #:** 16-531

Board Meeting Date: 9/12/2017

---

**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise Rogers, Chief, Health System  
Cassius Lockett, Director, Public Health, Policy and Planning

**Subject:** Agreement with the AIDS Community Research Consortium for a Food Program

**RECOMMENDATION:**

Adopt a resolution authorizing an agreement with the AIDS Community Research Consortium to provide a food program for the term of March 1, 2017 through February 28, 2018, in an amount not to exceed \$120,000.

**BACKGROUND:**

The San Mateo County STD/HIV Program (SMHS) has received federal funding through the City and County of San Francisco (CCSF) to provide a food program to individuals and families affected by HIV/AIDS. The goal of the food program is to provide HIV/AIDS clients with nutritional foods, information, and support that will enable them to stay healthy as long as possible.

**DISCUSSION:**

The AIDS Community Research Consortium (ACRC) has been successfully providing food services to HIV/AIDS clients since 1998. This program has enabled numerous HIV/AIDS clients to obtain proper nutrition, maintain stable and healthier lifestyles, keep medical appointments, and adhere to increasingly complex medication regimens. A request for proposals for food services was released in January 2017, and ACRC was selected to provide these services.

Delays in the authorization of federal funding prevented CCSF from sending SMHS a formal grant notice until late July 2017. This agreement is on the Continuing Resolution.

The resolution contains the County's standard provisions allowing amendment of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

The agreement and resolution have been reviewed and approved by County Counsel as to form.

The agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing HIV prevention services to individuals affected by HIV/AIDS. It is anticipated that 97% of HIV-positive

clients receiving food services will improve their nutrition and their quality of life.

**PERFORMANCE MEASURE:**

Measure	FY 2016-17 Actual	FY 2017-18 Projected
Percentage of clients who reported improved nutrition due to the receipt of food services provided	96% 72 clients	97% 78 clients

**FISCAL IMPACT:**

The term of the agreement is March 1, 2017 through February 28, 2018. The amount of the agreement is not to exceed \$120,000, of which \$33,333 was included in the Public Health, Policy and Planning (PHPP) FY 2016-17 Final Budget and \$86,667 is included in the PHPP FY 2017-18 Approved Recommended Budget. The payment provisions and levels of service in this agreement are similar to the previous agreement. There is no Net County Cost associated with this agreement.

### Request for Proposals - Matrix

1	Where was the RFP advertised?	Public Purchase San Mateo County Times Health System Web Site
2	In addition to any advertisement, list others to whom the RFP announcement was sent:	
3	State the total number of RFP's sent to prospective proposers:	RFP could be downloaded from Public Purchase.com
4	How many proposals did you receive?	1
5	List in alphabetical order the names of the proposers (or finalists, if applicable) and the location:	AIDS Community Research Consortium 2684 Middlefield Road, Suite E Redwood City, CA 94063