COUNTY OF LOS ANGELES
Public Health

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March 4, 2011

TO: Each Supervisor

FROM: for Jonathan E. Fielding, MD, ~~MPH~~
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE MASTER AGREEMENT WORK ORDER NUMBER PH-001420-W2 WITH MIDCOM CORPORATION FOR TEMPORARY PERSONNEL SERVICES**

This is to inform you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute Master Agreement Work Orders (MAWO) for temporary personnel services in amounts not to exceed $399,999 annually, upon approval by County Counsel.

Under this authority, I will execute MAWO Number PH-001420-W2 with MIDCOM Corporation in the total amount of $767,032 (Project I: $133,961 for the term of March 9, 2011 through December 31, 2011; $160,753 for the term of January 1, 2012 through December 31, 2012; and $120,564 for the term of January 1, 2013 through September 29, 2013 and Project II: $113,469 for the term of March 9, 2011 of through December 31, 2011; $136,163 for the term of January 1, 2012 through December 31, 2012; and $102,122 for the term of January 1, 2013 through September 29, 2013), 100 percent offset by Centers for Disease Control and Prevention (CDC) funding.

This MAWO will be used to hire three (3) full-time temporary personnel HIV/STD Community Service Counselor positions to provide expanded and targeted HIV/STD testing of at-risk populations (hereinafter "Project I") and three (3) full-time temporary personnel HIV/STD Data Conversion Equipment Operator I positions (hereinafter "Project II") to collect, process, and verify data collected under Project I which is necessary to fulfill federal CDC grant requirements for the Expanded Testing Initiative (ETI) Phase II – Project I and Project II.

This CDC grant funding is time-limited and there is no guarantee of funds beyond the project term. Therefore, it is necessary to contract with a private firm to provide temporary personnel to perform these services.

Project Background

On September 7, 2010, the CDC notified DPH's Office of AIDS Programs and Policy (OAPP) of funding for the purpose of expanding routine HIV/STD testing services to new clinical and non-clinical venues to reach populations that continue to be disproportionately affected by HIV (Project I) and to collect, process, and verify data necessary (Project II) to fulfill the CDC grant requirements for the ETI Phase II.

The specific work to be provided under each project is outlined below:

Project I

Project I will require MIDCOM Corporation to recruit and hire three (3) full-time temporary personnel HIV/STD Community Service Counselor (CSC) positions to provide the day-to-day operation of expanded HIV/STD routine testing services to new clinical and non-clinical venues to reach populations that continue to be disproportionately affected by HIV. HIV/STD screening programs are being offered within multiple clinics and hospitals in Los Angeles County including LAC+USC, St. John's, Hubert Humphrey, T.H.E. Clinic, and in Los Angeles County jails, including the downtown facilities of the Inmate Reception Center, and four (4) facilities at the Pitchess Detention Center in Castaic. HIV and STD testing services are routinely offered to individuals receiving routine medical services within clinics or hospitals, as well as to male and female jail inmates who may have an elevated risk for HIV based on high HIV prevalence residence in specific zip codes, and reasons for arrest or parole violation, drug offense, or sex related crimes.

Project II

Project II will require MIDCOM Corporation to recruit and hire three (3) full-time temporary personnel HIV/STD Data Conversion Equipment Operator I (DCEO) positions to provide services to verify and "clean" the data collected under Project I before it is entered into the Cardif Teleform and Go Scan automatic data entry/processing system. In adherence to the ETI reporting requirements, the collected data will be sent to the CDC.

County Counsel has reviewed and approved the Work Order as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:MJP

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors