COUNTY OF LOS ANGELES
Public Health

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December 31, 2012

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE AMENDMENT NUMBER 4 TO MASTER AGREEMENT WORK ORDER NUMBER PH-001416-W1 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC. FOR TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute amendments to temporary personnel services Work Orders that extend the term, rollover unspent funds, and/or increase or decrease each Work Order maximum obligation in an amount not to exceed $399,999 annually, subject to review and approval by County Counsel, and notification to your Board.

On December 16, 2010, I notified your Board that I was exercising delegated authority to execute Master Agreement Work Order (MAWO) Number PH-001416-W1 with Public Health Foundation Enterprises, Inc. (PHFE) in the amount of $857,629 to provide 11 specialized temporary personnel to support four projects: 1) the Enhanced Perinatal HIV Surveillance (EPS) Project for the period of January 1, 2011 through December 31, 2011; 2) the Health Education and Risk Reduction (HERR) Project for the period of January 1, 2011 through December 31, 2011; 3) the HIV Incidence Surveillance and Variant Atypical and Resistant HIV Strains (INC-VARHS) Project for the period of January 1, 2011 through December 31, 2012; and 4) the National HIV Behavioral Surveillance (NHBS) Project for the period of January 1, 2011 through December 31, 2012.

On December 29, 2011, I notified your Board that I was exercising delegated authority to execute Amendment Number 1 to MAWO Number PH-001416-W1 in the amount of $76,463 to extend the term of the EPS and HERR Projects through March 31, 2012. On March 30, 2012, I notified your Board that I was exercising delegated authority to execute Amendment Number 2 to MAWO Number PH-001416-W1 in the amount of $25,115 to extend the term of the EPS and HERR Projects through April 30, 2012. On April 17, 2012, I notified your Board that I was exercising delegated authority to execute Amendment Number 3 to MAWO Number PH-001416-W1 in the amount of $201,265 to extend the term of the EPS and HERR Projects through December 31, 2012.

Under the delegated authority referenced above, I will execute Amendment Number 4 to MAWO Number PH-001416-W1 in the total amount of $94,272, to extend the term for the period of January 1, 2013 through March 31, 2013 to support six temporary personnel as follows:

1) One Medical Records Abstractor for the EPS Project at a total amount of $14,970, 100 percent offset by the Centers for Disease Control and Prevention (CDC) Comprehensive HIV Prevention Project for Health Departments;

2) Two Medical Research Abstractors and one Research Analyst Trainee for the HERR Project at a total amount of $45,642, 100 percent offset by the Office of AIDS (OA) Single Allocation Model (SAM) Master Grant Agreement;

3) One Medical Records Abstractor for the INC-VARHS Project at a total amount of $15,045, 100 percent offset by the OA SAM Master Grant Agreement; and

4) One Field Research Coordinator for the NHBS Project at a total amount of $18,615, 100 percent offset by the CDC National HIV Behavioral Surveillance Agreement.

Amendment 4 will allow the Department of Public Health (DPH) to continue to: 1) report prevalent and incident cases of HIV-infected and HIV-exposed children diagnosed at or delivered to various medical care facilities throughout the County; 2) report perinatally HIV-exposed infants; 3) assist with HIV surveillance reporting and data collection requirements mandated by the State and the CDC; and 4) monitor risk behaviors among persons at high risk for acquiring and/or transmitting HIV. As part of its ongoing integration activities, the DPH Division of HIV and STD Programs (DHSP) continues to assess and realign staff resources consistent with critical program functional areas. DHSP anticipates that a fully integrated organizational structure will be in place by April 1, 2013, and that continuation of these mandated HIV surveillance activities will be sustained over time through a fully integrated surveillance unit.

County Counsel has reviewed and approved Amendment Number 4 to MAWO PH-001416-W1 as to use and this delegated authority action.

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

JEF:ev
DA#2537

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