



CYNTHIA A. HARDING, M.P.H.
Interim Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Interim Health Officer

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August 3, 2015

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO AMEND
CONTRACT NUMBER H-700254 WITH SPECIAL SERVICE FOR GROUPS
FOR THE PROVISION OF HIV/AIDS LANGUAGE SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on February 18, 2014, to execute amendments to the above-referenced contract that provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable term, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will amend Contract Number H-700254 with Special Service for Groups to increase the annual funding by \$13,000, for the period of March 1, 2015 through February 29, 2016, increasing the annual obligation from \$209,580 to \$222,580, 100 percent offset by net County cost funds. The increase in funding will be used to increase current staff salaries and benefits in an effort to retain qualified and seasoned staff to provide direct interpretation services.

County Counsel has reviewed and approved the amendment as to use and this delegated authority action.

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

CAH:fs
DA# 03367

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