



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 5

DATE: 08/02/2022

**SUBJECT: RFP NO. 2021-145 - ANNUAL CONTRACT FOR HIV  
PROFESSIONAL SERVICES - HIV ADMINISTRATIVE AGENCY -  
COLLABORATIVE RESEARCH, LLC - EXERCISE FIRST OPTION  
FOR RENEWAL - SAME CONTRACT TERMS**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve renewal of RFP No. 2021-145, Annual Contract for HIV Professional Services, for the HIV Administrative Agency, for the first optional twelve (12) month period at the same contract terms.

**BACKGROUND**

On September 28, 2021, the Commissioners Court, through Court Order #136508, awarded RFP No. 2021-145, Annual Contract for HIV Professional Services, for the HIV Administrative Agency, to Collaborative Research, LLC.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

The vendor notified Purchasing in writing that they will extend the same contract terms through September 27, 2023. The HIV Administrative Agency notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of the HIV Administrative Agency and Purchasing that the Commissioners Court approve renewal of RFP No. 2021-145, Annual Contract for HIV Professional Services, for another twelve (12) month period.

**FISCAL IMPACT**

Expenses for last year were approximately \$466,428.00. Services are provided on an as-needed basis.

Funding in the amount of \$24,271.00 is available in the following accounts:

\$15,903.00 is available in account 569011/E0027-2022/1132000000/Grant-2004.

\$8,368.00 is available in account 569011/E0027-2022/1132100000/Grant-2004.

\$411,729.00 will be requested in both FY2023 and FY2024.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Brad Richards Chris Lax, CPSM, CPCP
---------------	------------	------------------------------	--