



COMMISSIONERS COURT  
COMMUNICATION

COURT ORDER NUMBER 144846  
PAGE 1 OF 5  
DATE: 3/11/2025

**SUBJECT: RFP NO. F2025025 – RYAN WHITE SERVICE DELIVERY – HIV  
ADMINISTRATION AGENCY – VARIOUS VENDORS**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. F2025025, Ryan White Service Delivery, for the HIV Administration Agency (HIVAA), to the following governmental and non-profit entities, at the recommended percentages of award:

- AIDS Healthcare Foundation
- Harvesting International Ministry Center, Inc. d/b/a HIM Food Bank
- Tarrant County Hospital District d/b/a JPS Health Network
- Tarrant County Public Health
- The Salvation Army – Mabee Social Service Center

**BACKGROUND**

Notice of the County’s intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Nine hundred forty-five (945) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on October 16, 2024, was attended by six (6) vendors as well as representatives from HIVAA and Purchasing. Six (6) proposals and six (6) no-bids were received.

Proposals were evaluated by HIVAA, an External Review Committee comprised of community leaders, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The Ryan White HIV/AIDS Part A and Part A Minority AIDS Initiative contract period is March 1 through February 28 of each year, and the Texas HIV State Services contract period is September 1 through August 31 of each year.

The term of the contract is twelve (12) months, effective upon notice to proceed, with two (2) options for renewal periods of twelve (12) months each. Renewals are contingent upon performance and availability of funding.

SUBMITTED BY	Purchasing	PREPARED BY:	Elaine Johnson, CPPO, CPPB
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



# COMMISSIONERS COURT COMMUNICATION

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A recipient of state and federal funds to oversee the delivery of core medical and support services to individuals with HIV, HIVAA funds organizations to provide care and treatment services with the goal of improving health outcomes and reduce HIV transmission through high-quality, community-based care and treatment, innovative interventions, and strategies. Areas served include the counties of Tarrant, Hood, Johnson, Parker, Wise, Erath, Palo Pinto, and Somervell. By responding to this RFP, governmental and non-profit entities made application to receive funding to deliver contracted services.

Therefore, it is the joint recommendation of HIVAA and Purchasing that RFP No. F2025025, Ryan White Service Delivery, be awarded to the organizations listed above at the recommended percentages of award.

## **FISCAL IMPACT**

This item establishes the percentage of funds that will be distributed between each of the five awarded subrecipients. The contracts for each of the subrecipients, including the amount of awards, will return to Court in April for final consideration.

RFP No. F2025025 Ryan White Service Delivery

		Max Points	AIDS Healthcare Foundation Los Angeles, CA HUB - No	Harvesting International Ministry Center, Inc. dba HIM Food Bank Mansfield, TX HUB - No	Tarrant County Hospital District JPS Health Network Fort Worth, TX HUB - No
1.	Internal Review	30	21.4	22.2	28.8
2.	External Review	70	60.1	42.0	61.5
	a. Applicant Experience	7	6.0	5.0	6.3
	b. Statement of Impact	5	4.7	3.0	5.0
	c. Universal Questions	24	19.7	10.0	21.7
	d. Service Delivery & Service Category Questions	19	16.8	11.0	17.5
	e. Performance	13	11.0	11.0	9.0
	f. Proposal Quality	2	2.0	2.0	2.0
3.	Innovative Service Delivery - up to five additional points	5	0.0	2.5	5.0
<b>TOTAL</b>		105	<b>81.5</b>	<b>66.7</b>	<b>95.3</b>

Notes: No-bids received from Mercedes Medical LLC dba Mercedes Scientific, Medco Supply Company, ODP Business Solutions, Ameda, Inc., 4Tech Solutions LLC, Olivares Electric of El Paso, LLC

RFP No. F2025025 Ryan White Service Delivery

		Max Points	Tarrant County Public Health Fort Worth, TX HUB - No	The Salvation Army - Mabee Social Service Center Fort Worth, TX HUB - No	Dental Health Arlington Arlington, TX HUB - No
1.	Internal Review	30	24.0	29.1	7.5
2.	External Review	70	56.2	60.7	34.0
	a. Applicant Experience	7	6.5	6.0	5.0
	b. Statement of Impact	5	4.5	4.7	4.3
	c. Universal Questions	24	18.0	20.7	14.7
	d. Service Delivery & Service Category Questions	19	15.2	16.3	7.0
	e. Performance	13	10.0	11.0	2.0
	f. Proposal Quality	2	2.0	2.0	1.0
3.	Innovative Service Delivery - up to five additional points	5	0.0	0.0	0.0
<b>TOTAL</b>		105	<b>80.2</b>	<b>89.8</b>	<b>41.5</b>

Notes: No-bids received from Mercedes Medical LLC dba Mercedes Scientific, Medco Supply Company, ODP Business Solutions, Ameda, Inc., 4Tech Solutions LLC, Olivares Electric of El Paso, LLC

RFP No. F2025025 Ryan White Service Delivery

Ryan White Part A Percentages of Award

Service Category	AIDS Healthcare Foundation Los Angeles, CA HUB - No	Harvesting International Ministry Center, Inc. dba HIM Food Bank Mansfield, TX HUB - No	Tarrant County Hospital District JPS Health Network Fort Worth, TX HUB - No	Tarrant County Public Health Fort Worth, TX HUB - No	The Salvation Army - Mabree Social Service Center Fort Worth, TX HUB - No	Dental Health Arlington Arlington, TX HUB - No	Total %
<b>Core Services</b>							
Early Intervention (EIS)	34%	-	32%	34%	-	-	100%
Local AIDS Pharmaceutical (LPAP)	36%	-	46%	18%	-	-	100%
Medical Case Management (MCM)	14%	-	59%	27%	-	-	100%
Medical Nutritional Therapy (MNT)	39%	-	61%	-	-	-	100%
Mental Health (MH)	40%	-	45%	15%	-	-	100%
Outpatient Ambulatory Health Services (OAHS)	29%	-	54%	17%	-	-	100%
Outpatient Ambulatory Service (MAI)	35%	-	65%	-	-	-	100%
<b>Support Services</b>							
Emergency Financial Assistance	32%	-	51%	13%	4%	-	100%
Housing		-	-	-	100%	-	100%
Food Bank/Home Delivery Services (FB)	35%	25%	37%	-	3%	-	100%
Non Medical Case Management (NIMCM)	40%	-	60%	-	-	-	100%
Psychosocial Support (PSS)	50%	-	50%	-	-	-	100%

Notes: No-bids received from Mercedes Medical LLC dba Mercedes Scientific, Medco Supply Company, ODP Business Solutions, Ameda, Inc., 4Tech Solutions LLC, Olivares Electric of El Paso, LLC



Sent VIA Email

February 21, 2025

Elaine Johnson  
Senior Contracts Administrator  
Tarrant County Purchasing  
100 E. Weatherford Ave  
Fort Worth, TX 76196

Re: Award Recommendation for RFP F2025025, Ryan White Service Delivery

Elaine:

On behalf of the Tarrant County HIV Administrative Agency, I am pleased to submit the recommendation for contract awards for the 2025-2026 Ryan White HIV/AIDS Program Part A funding cycle. Following the competitive application and review process, the following five organizations have been selected to receive Ryan White Part A funding and are recommended for contract execution:

1. AIDS Healthcare Foundation
2. Harvesting International Ministry Center, Inc. DBA HIM Food Bank
3. Tarrant County Hospital District, DBA JPS Health Network
4. Tarrant County Public Health, Preventive Medicine Clinic
5. The Salvation Army - Mabee Social Service Center

These organizations were selected through an objective review process based published criteria which demonstrated their ability to deliver high-quality services that align with Ryan White Part A program objectives and address the needs of people living with HIV in our community.

Thank you for your support in advancing this critical work. Should you have any questions, please contact me.

Sincerely,

**Lisa Muttiah**

Digitally signed by Lisa  
Muttiah  
Date: 2025.02.21 16:58:38  
-06'00'

Lisa Muttiah  
HIV Grants Manager  
Tarrant County HIV Administrative Agency  
[lmuttiah@tarrantcountytexas.gov](mailto:lmuttiah@tarrantcountytexas.gov)  
817.370.4527



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP NO. F2025025 - RYAN WHITE SERVICE DELIVERY - HIV ADMINISTRATION AGENCY - VARIOUS VENDORS

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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