



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: July 15, 2025

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Metropolitan Education Commission

***Project Title/Description:**

A1 – Metropolitan Education Commission

A2 – Regional College Access Center

***Purpose:**

To empower and enable a more educated and engaged community by providing access to learning, service, and opportunity for all. Its regional programs increase high school completion, expand access to college and career pathways, and cultivate youth leadership in public life. These efforts strengthen the economic vitality and civic health of Pima County by preparing young people to succeed in education, employment, and community service. The Agency's work is guided by a governance model rooted in transparency, equity, and measurable impact.

Note: Original contract number was CT-24-025. It was superseded by PO24*71 in WorkDay, which was closed upon final payment for FY25. This Amendment 3 is accompanied by new Purchase Order PO2500020436 for FY26.

***Procurement Method:**

Awarded by the Board of Supervisors per Board of Supervisors Policy E36.1

***Program Goals/Predicted Outcomes:**

Goal 1: Expand academic empowerment and postsecondary readiness for high school students across Pima County.

Outcome: At least 3,750 students will receive targeted college and career readiness support. Among them, 1,500 will complete postsecondary applications, scholarships, or FAFSA submissions with Peer Coach or staff assistance.

Goal 2: Cultivate youth civic leadership and engagement through year-round opportunities for public service, policy learning, and community advocacy.

Outcome: Tucson Teen Congress members complete at least two community-based projects involving their Peers, with 90% of project participants reporting an increased knowledge of local government and how to engage with it.

Goal 3: Increase access to financial aid and postsecondary resources for students and families through regional coordination and advising.

Outcome: For 2025-2026, the Agency will drive a 25% year-over-year increase in FAFSA submissions in collaboration with local schools and ABOR.

Goal 4: Deliver inclusive community-facing events that connect students and families to postsecondary, workforce, and civic opportunities.

Outcome: Host a minimum of three signature events that will serve a combined audience of at least 3,200 students, family members, educators, and civic leaders.

***Public Benefit:**

The Agency's work fosters long-term upward economic mobility and civic participation for youth and families in Pima County. By delivering equitable access to educational resources, college and career pathways, and civic engagement opportunities, the Agency helps prepare the next generation of informed, employed, and empowered community members. These efforts directly benefit the region through a more skilled workforce, higher rates of postsecondary attainment, and strengthened democratic participation.

***Metrics Available to Measure Performance:**

Agency will submit quarterly reports which include the number of units served, number of deliverables to unduplicated participants, and the number of unduplicated participants that have met the expected performance.

***Retroactive:**

Yes. Extended negotiations delayed processing. If not approved, Pima County will not continue its partnership with Metropolitan Educational Commission and will not provide funding for MEC economic development-related activities.

TO: COB, 7-10-2025 Q3
VRS: 0 PGS: 8
AMENDUM

JUL10'25PM0311 PD

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: PO Department Code: ECD Contract Number (i.e., 15-123): PO2500020436 AMS
Amendment No.: 03 Version No.: 0
Commencement Date: 07/01/2025 New Termination Date: 06/30/2026
Prior Contract No. (Synergen/CMS): CT-ECD-24-025 PO24*71

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 122,000

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

***Funding Source(s) required:** General Fund

Funding from General Fund? ☒ Yes ☐ No If Yes \$ 122,000 % 100

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Amendment Number: _____
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

***Match funding from General Fund?** ☐ Yes ☐ No If Yes \$ _____ % _____

***Match funding from other sources?** ☐ Yes ☐ No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Heath Vescovi-Chiordi

Department: Economic Development

Telephone: 520-724-4444

Department Director Signature: _____

Date: 7-7-2025

Deputy County Administrator Signature: _____

Date: 7/10/2025

County Administrator Signature: _____

Date: 7-10-2025

Pima County Department of Economic Development

**Project: A1 – Metropolitan Education Commission
A2 – Regional College Access Center**

Contractor: Metropolitan Education Commission

Contract No.: PO2500020436 fka CT-ECD-24-025, PO24*71

Contract Amendment No.: 03

Orig. Contract Term: 07/01/2022 - 06/30/2023	Orig. Amount:	\$ 122,000.00
Termination Date Prior Amendment: 06/30/2025	Prior Amendments Amount:	\$ 244,000.00
Termination Date This Amendment: 06/30/2026	This Amendment Amount:	\$ 122,000.00
	Revised Total Amount:	\$ 488,000.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On July 1, 2022, County and Contractor entered into the above referenced agreement to provide educational support to youth and their families (A1-Metropolitan Education Commission) and guide high school students through the college planning and application processes (A2-Regional College Access Center).

1.2. Purpose. County requires additional services to provide educational support to youth and their families and guide high school students through the college planning and application processes.

2. Term. The County is exercising the third extension option to renew the contract for one additional year commencing on July 1, 2025 and terminating on June 30, 2026. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in Section 5, is increased by \$122,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$488,000.00.

4. Scope of Work. Exhibit A-Scope of Services is replaced in its entirety with attached "Exhibit A - Scope of Services (Updated for Fiscal Year 2025-2026)"

5. **Heat Injury and Illness Prevention and Safety Plan.** Pursuant to Pima County Procurement Code 11.40.030, Contractor hereby warrants that if Contractor's employees perform work in an outdoor environment under this Contract, Contractor will keep on file a written Heat Injury and Illness Prevention and Safety Plan. At County's request, Contractor will provide a copy of this plan and documentation of heat safety and mitigation efforts implemented by Contractor to prevent heat-related illnesses and injuries in the workplace. Contractor will post a copy of the Heat Injury and Illness Prevention and Safety Plan where it is accessible to employees. Contractor will further ensure that each subcontractor who performs any work for Contractor under this Contract complies with this provision.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors


Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney

Kyle Johnson

Print DCA Name

7/8/2025

Date

CONTRACTOR



Authorized Officer Signature

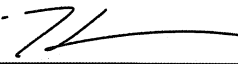
Rocque Perez, Commissioner

Printed Name and Title

July 8, 2025

Date

APPROVED AS TO CONTENT



Department Head

7-7-2025

Date

Exhibit A – Scope of Services
(Updated for Fiscal Year 2025-2026)

1. Program Overview

The Metropolitan Education Commission (the “Agency”) delivers a coordinated portfolio of programs that advance academic success and civic engagement across Pima County. By promoting access to high school graduation, postsecondary and workforce readiness, and youth participation in civic life, the Agency ensures that learners are supported along meaningful educational and service pathways. Operating under the direction of its Board of Directors or an appointed Chief Executive Officer, the Agency maintains full compliance with Pima County requirements, applicable state and federal nonprofit regulations, and Arizona Open Meeting Law as a shared public body of Pima County and the City of Tucson.

2. Program Purpose:

The Agency exists to empower a more educated and engaged community by democratizing access to learning, service, and opportunity for all. Its regional programs increase high school completion, expand access to college and career pathways, and cultivate youth leadership in public life. These efforts strengthen the economic vitality and civic health of Pima County by preparing young people to succeed in education, employment, and community service. The Agency’s work is guided by a governance model rooted in transparency, equity, and measurable impact.

3. Required Activities of the Agency:

3.1. Academic Empowerment Activities:

3.1.1. College and Career Access Center:

- 3.1.1.1. Facilitate the Peer Coach Program, employing trained high school seniors to assist peers with college and career readiness.
- 3.1.1.2. Deliver in-person advising at schools, libraries, and accessible community venues.
- 3.1.1.3. Host workshops on postsecondary exploration, applications, FAFSA completion, and scholarships.
- 3.1.1.4. Maintain and promote a publicly accessible scholarship directory.

- 3.1.1.5. Extend FAFSA-related data insights and best practices to schools, districts, and the public.

3.1.2. College and Career Night:

- 3.1.2.1. Co-host a consolidated, regional college and career event with Tucson Unified School District and other partners.
- 3.1.2.2. Invite diverse colleges, training programs, and employers to connect with students, families, and educators.
- 3.1.2.3. Provide on-site support for admissions, financial aid, and career guidance.

3.1.3. Peer Coach Program:

- 3.1.3.1. Recruit, train, and support Peer Coaches in collaboration with the Arizona Board of Regents.
- 3.1.3.2. Ensure coaches complete formal training and certification to support peers.
- 3.1.3.3. Serve as a liaison between students, schools, and postsecondary institutions.

3.2. Civic Empowerment Activities:

3.2.1. Teen Town Hall:

- 3.2.1.1. Engages students in civic discussions on Constitution Day.
- 3.2.1.2. Facilitates dialogue between students and elected officials, enhancing understanding of governmental processes.
- 3.2.1.3. Engage students on timely issues and integrate their perspectives into regional advocacy.
- 3.2.1.4. Distribute civic education materials, including state and federal constitutions.

3.2.2. Tucson Teen Congress:

- 3.2.2.1. Offers a series of workshops and mentorship opportunities focused on public service and civic leadership.
- 3.2.2.2. Participants conduct community projects and advocacy initiatives, translating insights from the Teen Town Hall into actionable community engagement.

3.2.3. Legislative Day:

- 3.2.3.1. Coordinate an occasion in which students may learn from and engage with officials and staff at the Arizona State Capitol.

- 3.2.3.2. Afford coverage of travel and consumables to students and chaperones in attendance.

3.3. Recognition and Incentive Programs:

3.3.1. 20 Under 20 Outstanding Teen Citizens

- 3.3.1.1. Recognize outstanding citizenship among teens and youth across Pima County.
- 3.3.1.2. Eligibility includes a measure of personal resilience and service to the community.

3.3.2. Evening to Empower Ed:

- 3.3.2.1. Recognizes outstanding contributions in education across Pima County, additionally serving as a culmination of service by Peer Coaches.
- 3.3.2.2. Categories include Youth of the Year, Educator of the Year, Counselor of the Year, and College Catalysts, among others.

3.4. Organizational Leadership:

3.4.1. Operating Hours

- 3.4.1.1. Maintains operations from Monday through Friday, between 9 a.m. and 5 p.m., available to those it serves within those hours.

3.4.2. Operational Maintenance:

- 3.4.2.1. Operates as a joint entity between Pima County and the City of Tucson, adhering to governance structures and operational standards necessary for maintaining its nonprofit status.
- 3.4.2.2. Regularly coordinates with city and county officials to align educational initiatives with regional development goals.
- 3.4.2.3. Includes management of organizational finances, compliance with regulatory requirements, and oversight of program effectiveness.
- 3.4.2.4. Exercises operational sustainability

3.4.3. Financial Compliance and Sustainability

- 3.4.3.1. Engages with the City of Tucson to secure a commitment for equal financial support, ensuring balanced funding and demonstrating a unified effort to address the educational needs within the region.

- 3.4.3.2. Actively seeks and applies for sponsorships and grants from federal, state, and private sources to supplement its funding. This includes, but is not limited to, applications for educational and community development grants that align with the Agency's mission and objectives.

3.4.4. Marketing and Communications

- 3.4.4.1. Disseminate information to the greater public, in digital and print formats, focusing on the status, and importance of, education, employment, and career opportunities in Pima County.
- 3.4.4.2. Utilize public relations channels to raise the highest levels of interest in, and support for, education in Pima County.
- 3.4.4.3. Develop collaborations with public entities to maximize the visibility of opportunities, programs and services for learners.

4. **Target Population:** Agency will serve high school youth, their families, and their advocates throughout Pima County.

5. Key Personnel

5.1. Agency will:

- 5.1.1. Employ suitably trained and skilled professional personnel to perform all services under this agreement.
- 5.1.2. Perform its duties in a humane and respectful manner and in accordance with any applicable professional standards.
- 5.1.3. Have a personnel policy manual, adhere to its provisions and conduct an annual performance appraisal of all personnel. Only personnel who have received satisfactory evaluations will provide services under this agreement.

6. Performance Tools

- 6.1. Design and utilize, as appropriate, the following:
- Registration Form: Collect service recipient goals and needs.
 - Post-Event Surveys: Assess service quality, engagement, and impact.
 - Quarterly Program Reports: Document service delivery and key performance indicators.
- 6.2. Agency will provide the County with copies of the documents described in paragraph 7.1, upon request.

7. Reports

- 7.1. Agency will complete Quarterly and Annual Reports for this Agreement and submit on or by the following dates:
- 7.1.1. October 31: Quarter 1 Report (Jul. 1 - Sept. 30, 2025);
 - 7.1.2. January 31: Quarter 2 Report (Oct. 1 - Dec. 31, 2025);
 - 7.1.3. April 30: Quarter 3 Report (January 1 - March 31, 2026);
 - 7.1.4. July 31: Quarter 4 Report (Apr. 1 - June 30, 2025) and Annual Report.
- 7.2. Unless written approval has been granted by the Director of Economic Development or designee, all reports must be submitted in a timely manner.

Budget: The allocation of funds will be distributed across several areas. The exact allocation across these areas is subject to change at the will of the contractor. To inform the execution of this contract the anticipated expenditures are as follows:

Anticipated Expenditures

- 1.1. Administrative Payroll (\$49,788):
 - Personnel - Executive Director (Salary): \$47,388.00
 - Personnel - Executive Director (Benefits): \$2,400.00
- 1.2. Administrative Operations (\$312):
 - Functional - Phone and Virtual Meetings (Fee): \$312.00
- 1.3. Programs and Services (\$71,900):
 - Southern Arizona College and Career Night
 - Venue with Rentals: \$3,000.00
 - School Travel Assistance: \$1,200.00
 - School Scholarship Incentives: \$4,500.00
 - Arizona College Readiness Symposium Transportation: \$1,500.00
 - Peer Coach Program
 - Consumables and Beverage: \$2,000.00
 - Service Awards (\$500 Add-On x 65 Coaches): \$32,500.00
 - School Incentive (\$600 x 24 Host Schools): \$13,200.00
 - Teen Town Hall: \$4,500.00
 - 20 Under 20 Outstanding Citizens: \$4,500.00
 - Evening to Empower Ed: \$5,000.00

TOTAL CONTRACT BILLING: \$122,000.00

Program Goals and Predicted Outcomes:

- **Goal 1:** Expand academic empowerment and postsecondary readiness for high school students across Pima County.

Outcome: At least 3,750 students will receive targeted college and career readiness support. Among them, a minimum of 1,500 will complete postsecondary applications, scholarships, or FAFSA submissions with Peer Coach or staff assistance.

- **Goal 2:** Cultivate youth civic leadership and engagement through year-round opportunities for public service, policy learning, and community advocacy.

Outcome: Tucson Teen Congress members complete at least two community-based projects involving their Peers, will 90% of project participants reporting an increased knowledge of local government and how to engage with it.

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Outcome: For 2025–2026, the Agency will drive a 25% year-over-year increase in FAFSA submissions in collaboration with local schools and ABOR.

- **Goal 4:** Deliver inclusive community-facing events that connect students and families to postsecondary, workforce, and civic opportunities.

Outcome: A minimum of three signature events will serve a combined audience of at least 3,200 students, family members, educators, and civic leaders.

Public Benefit: The Agency's work fosters long-term economic mobility and civic participation for youth and families in Pima County. By delivering equitable access to educational resources, college and career pathways, and civic engagement opportunities, the Agency helps prepare the next generation of informed, employed, and empowered community members. These efforts directly benefit the region through a more skilled workforce, higher rates of postsecondary attainment, and strengthened democratic participation.

Metrics Available to Measure Performance: Agency will submit quarterly reports which include the number of units served, number of deliverables to unduplicated participants, and the number of unduplicated participants that have met the expected performance.