



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 4/19/16

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Community Home Repair Projects of Arizona, Inc.

Project Title/Description:

Community Services Block Grant (CSBG) - Emergency Needs. Provide minor home repairs to low-income households.

Purpose:

Amendment is to provide additional minor home repair services as County received funds from the Arizona Community Action Association.

Procurement Method:

Community Services Department/Community Action Agency Solicitation No. CAA-CSBG-01-2015

Program Goals/Predicted Outcomes:

23 additional households will receive emergency home repair services.

Public Benefit:

Helps alleviate poverty and promotes self-sufficiency to the residents of Pima County.

Metrics Available to Measure Performance:

All activities and information sources in the management, fiscal, and service system of Awardee and any subcontracted parties, relating to performance of duties and obligations under this Contract are monitored. Quarterly reports on the National Results Oriented Management Accountability (ROMA)/National Performance Indicators are generated and sent to the funder. Agency submits progress reports on each household and individual served.

Retroactive:

No

*To: COB- 3.24.16 (1)
TJS- 2*

Procure Dept 03/24/16 PM 05:40

Original Information

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

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards
Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards
Vendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 15-550
Amendment No.: 2 AMS Version No.: 3
Effective Date: 4/19/16 New Termination Date: 6/30/16
☒ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$20,000.00
Funding Source(s): Arizona Community Action Association

Cost to Pima County General Fund: N/A

Contact: Rise Hart

Department: Community Services

Telephone: 724-5723

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)

Charles... 3/21/16
[Signature] 3/23/16
C. Bueh... 3/23/16

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING (CSET) DEPARTMENT
COMMUNITY ACTION AGENCY (CAA) PROGRAM
PROFESSIONAL SERVICES CONTRACT**

CONTRACT	
NO.	<u>CT-CS-15-550</u>
AMENDMENT NO.	<u>02</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Program Name: Community Services Block Grant (CSBG) – Emergency Needs

Awardee: Community Home Repair Projects of Arizona, Inc.
PO Box 26215
Tucson, AZ 85726

Contract No: CT-CS-15-550

Amendment No: 02

Funding: Arizona Community Action Association

Original Contract Term:	07/01/15 – 06/30/16	Original Contract Amount:	\$33,907.00
Term Prior Amendment:	n/a	Prior Amended Amount:	\$50,000.00
Term This Amendment:	n/a	Amount This Amendment:	\$20,000.00
		Revised Contract Amount:	\$103,907.00

Pima County, a body politic and corporate of the State of Arizona ("County") and Community Home Repair Projects of Arizona, Inc., an Arizona non-profit corporation ("Awardee").

AMENDMENT

- A. County finds that there is a continued need for minor home repair services for low-income residents in Pima County.
- B. There has been an increase in the number of requests for emergency home repairs.
- C. County has funds available to cover the costs associated with twenty-three (23) additional demands for such services from the Arizona Community Action Association ("CAA").
- D. County has reviewed the performance of Awardee and finds it satisfactory.
- E. County finds that Awardee has the capacity to provide additional emergency home repair services during the term of the Contract.

NOW, THEREFORE, COUNTY and AWARDEE agree to amend the Contract as follows:

1. **3.0 - COMPENSATION AND PAYMENT**, Section 3.1, is amended to increase "the Maximum Allocated Amount":

FROM: \$ 83,907.00

TO: \$103,907.00

2. **EXHIBIT A – SCOPE OF WORK**, is amended as follows:

- 2.1. **SECTION 5- OUTCOMES- AWARDEE**, Section 5.1 (ROMA Goal2, NPI 2.1D) is amended to increase the number of households to receive emergency home repair services:

FROM: 120

TO: 143

2. **SECTION 6 – BUDGET**, the table is deleted in its entirety and replaced with the following.

Description	Amount
Personnel/ERE	\$16,800.00
Professional Services & Outside Services	\$2,176.00
Travel	\$1,292.00
Space (Rent/Utilities)	\$238.00
Materials and Supplies	\$80,545.00
Operating Services	\$816.00
Administrative Costs cannot exceed 15% of grant award	\$2,040.00
Total Budget	\$103,907.00

Any other provisions of the Contract not expressly modified in this Amendment will remain in effect and be binding on the parties.

IN WITNESS WHEREOF, the parties do hereby affix their signatures and do hereby agree to carry out the terms of this Amendment and of the original Contract cited herein:

PIMA COUNTY:

Chair, Pima County Board of Supervisors

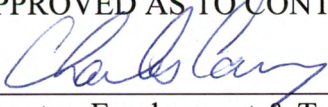
Date: _____

ATTEST:

Clerk of the Board

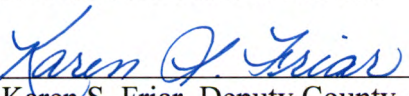
Date

APPROVED AS TO CONTENT:



Director, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney

AWARDEE:



Authorized Signature



Printed Name & Title

Date: 3/21/16