



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: June 19, 2018

* = Mandatory, information must be provided

or Procurement Director Award

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

Greater Littletown Area Human Resources Group, Inc.

***Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs. Provide emergency food and food boxes to low-income households. The original contract may be found under CT-18*020. Search for contract number 18%020 in eContracts.

***Purpose:**

CSBG funds will be used to provide social services to eligible individuals and families to assist in alleviating poverty, revitalizing communities and empowering low-income families to becoming self-sufficient. This amendment will provide additional funding for the period July 1, 2018 to June 30, 2019.

Attachment: Contract Number CT-CS-18-020

***Procurement Method:**

RFP No. CAA-CSBG-2017-05 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Greater Littletown will provide emergency food to 180 households and food boxes to 100 households.

***Public Benefit:**

The benefit of the program is it helps support the safety and well-being of low-income families.

***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 and progress reports on each household and individual served.

***Retroactive:**

No.

To: COB - 6-4-18
Pgs - 4
Revised 8/2017 (1)

Contract / Award 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) required:**

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

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

***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 22-73.

Amendment / Revised Award Information

Document Type: CT Department Code: CS Contract Number (i.e.,15-123): 18-020

Amendment No.: 1 AMS Version No.: 2

Effective Date: 7/1/18 New Termination Date: 6/30/19

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 25,627.00

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

***Funding Source(s) required:** Community Services Block Grant

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

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e.,15-123): _____

Effective 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: Rise Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: Sam M. Lopez, designee

Deputy County Administrator Signature/Date: [Signature] 5/31/2018

County Administrator Signature/Date: C. Delaney 6/1/18

(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING DEPARTMENT
COMMUNITY ACTION AGENCY PROGRAM
PROFESSIONAL SERVICES CONTRACT**

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

Awardee: Greater Littletown Area Human Resources
Group, Inc.
6465 S. Craycroft Road
PO Box 22648
Tucson, AZ 85734

DUNS: 964161835

SAM Registration Date: 2/15/18

Contract No: CT-CS-18-020

Amendment No: 01

Funding: CSBG

CONTRACT

NO. CT-CS-18-020

AMENDMENT NO. 01

This number must appear on all
invoices, correspondence and
documents pertaining to this
contract.

Is this a Research and Development Contract: No

Awardee is a X Subrecipient Contractor

Match NO Indirect Costs NO

ADES Contract No. 15-089143 Award Date: 2018

CFDA	Program Description	National Funding	Pima County Award
93.569	CSBG	\$674,000,000.00	\$795,288.00

Original Contract Term:	07/01/17 – 06/30/18	Orig. Contract Amount:	\$25,627.00
Term This Amendment	6/30/19	Amount This Amendment:	\$25,627.00
		Revised Contract Amount:	\$51,254.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and Greater Littletown Area Human Resources Group, Inc. (“Awardee”), a non-profit corporation registered to do business in the State of Arizona, have entered into the above-referenced Agreement to provide certain community services to eligible low-income households.

AMENDMENT ONE

- A. Pursuant to the Community Services Block Grant Act (“CSBG”), 42 U.S.C. §9901 *et seq.*, the U.S. Department of Health and Human Services (“HHS”) makes funds available for local programs to combat poverty and provide services for low income individuals.
- B. County has been awarded CSBG funds from the Arizona Department of Economic Security, Division of Aging and Adults Services for services in FY2018-2019.
- C. The Pima County Board of Supervisors finds that extending this Agreement to provide emergency food is in the best interests of the residents of Pima County.
- D. County has reviewed Awardee’s performance of the services and finds it satisfactory.

E. Parties agree to extend the Contract for the provision of services from July 1, 2018 through June 30, 2019.

NOW, THEREFORE, County and Awardee agree to amend the Agreement as follows:

1. SECTION 1.0 – TERM, EXTENSIONS AND AMENDMENTS, is amended as follows:

1.1. Paragraph 1.1 is amended to change the termination date:

FROM: June 30, 2018

TO: June 30, 2019

1.2. Paragraph 1.2 is amended to acknowledge that there are no remaining Extension Options.

2. SECTION 3.0 – COMPENSATION AND PAYMENT, Paragraph 3.1 is amended to increase "the Maximum Allocated Amount":

FROM: \$25,627.00

TO: \$51,254.00

3. SECTION 25 – COORDINATION is amended to add the following:

Awardee's contact in this regard will be:

Manira Cervantes

520-724-5710

Manira.Cervantes@pima.gov

4. EXHIBIT A – SCOPE OF WORK is amended as follows:

4.1. SECTION 6 – BUDGET is amended to add:

For services provided July 1, 2018 through June 30, 2019, Awardee will be reimbursed as follows:

Description	CSBG Funding Amount
Personnel/ERE	\$1,800.00
Professional Services & Outside Services	\$1,000.00
Travel	\$11,277.00
Space (Rent/Utilities)	\$5,400.00
Materials and Supplies	\$500.00
Operating Services	\$5,650.00
Administrative Costs cannot exceed 15% of grant award	-0-
Total Budget	\$25,627.00

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