



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Requested Board Meeting Date: June 6th, 2017

or Procurement Director Award

Contractor/Vendor Name (DBA): Nancy Chow

Project Title/Description:

Academic tutoring services for Pima Vocational High School Students.

Purpose:

To provide one-to-one tutoring in math, writing and language arts for school year 2017-2018 for formerly out-of-school youth who must improve academic skills to successfully complete the courses of study required by the State to earn a diploma and also to qualify for post secondary employment training and college entry. The amendment is needed to extend the contract period for an additional year and provide sufficient compensation to cover the time extension.

Procurement Method:

Program Goals/Predicted Outcomes:

Youth participants will improve their academic performance sufficiently to pass math, writing, and language arts high school classes, demonstrate mastery on the State subject area tests, and progress toward a high school diploma.

Public Benefit:

Formerly out-of-school youth will complete their high school education, improve skills needed to obtain a sustainable job, and continue on to post secondary employment and career training to improve their quality of life.

Metrics Available to Measure Performance:

The tutor will be evaluated by the Program Coordinator by reviewing student academic improvement as measured by weekly comprehension checks, course final exams, and state standardized tests.

Retroactive:

No

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To: COB - 5-26-17 - (11)
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Addendum

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): 16*408

Amendment No.: One (1) AMS Version No.: #3

Effective Date: 07/01/2017 New Termination Date: 06/30/2018

Expense Revenue Increase Decrease Amount This Amendment: \$35,000.00

Funding Source(s): State Equalization Fund

Cost to Pima County General Fund: None

Contact: Cecilia Noperi

Department: Community Services Employment & Training Telephone: 724-9400

Department Director Signature/Date: *Charles Casey* 5/10/17

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: *J. Dur* 5/24/2017
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING DEPARTMENT –
PIMA VOCATIONAL HIGH SCHOOL**

PROJECT: Academic tutoring services for Pima Vocational High School students

CONTRACTOR: Nancy Chow
5001 N. Sunriver Circle, #33
Tucson, AZ 85704

CONTRACT NO.: 16*408

CONTRACT AMENDMENT NO.: One (1)

CONTRACT
NO. <u>CT-CS-16-408</u>
AMENDMENT NO. <u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.

Original Term:	July 1, 2016 – June 30, 2017	Original Amount:	\$35,000.00
Termination this amendment:	June 30, 2018	Amount this amendment:	\$35,000.00
		Revised contract amount:	\$70,000.00

PROFESSIONAL SERVICES CONTRACT AMENDMENT NO. ONE

RECITALS

- A. Pima County (“County”), a body politic and corporate of the State of Arizona, and Nancy Chow (“Contractor”), a sole proprietor, entered into the above-reverenced Contract for the provision of academic tutoring services to students at Pima Vocational High School (“PVHS”).
- B. The Pima County Board of Supervisors finds that the continued provision of one-on-one academic tutoring in math, writing and language arts for school year 2017-2018 is in the best interests of the students and the residents of Pima County.
- C. County has reviewed Contractor’s performance and finds it satisfactory.

NOW, THEREFORE, the Parties agree as set forth below:

1.0 Section 1 – TERM AND EXTENSION/RENEWAL/CHANGES, paragraph 1.1 is amended as follows:

1.1. The termination date is changed: _____

FROM: June 30, 2017

TO: June 30, 2018

1.2. The number of available extensions is changed:

FROM: four (4) additional one-year periods or any portion thereof

TO: three (3) additional one-year periods or any portion thereof

2.0 **Section 3 – COMPENSATION AND PAYMENT**, paragraph 3.1 is deleted in its entirety and replaced with the following paragraph 3.1:

In consideration for the goods and services specified in this Contract, County agrees to pay Contractor in an amount not-to-exceed **seventy thousand dollars (\$70,000.00)**. Contractor will be paid **\$25.00 per hour of delivered service** for the number of hours set forth in paragraph 2.2.1.

The effective date of this Amendment is July 1, 2017.

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

PIMA COUNTY

CONTRACTOR

Chair, Board of Supervisors

Nancy Chow
Nancy Chow

Date: _____

Tutor, Sole Proprietor
Title

Date: 4-28-2017

APPROVED AS TO CONTENT:

Charles Long
Director, Community Services, Employment
And Training

APPROVED AS TO FORM:

Karen S. Friar
Karen S. Friar, Deputy County Attorney