



BOARD OF SUPERVISORS AGENDA ITEM REPORT

CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: April 21, 2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Tucson Youth Development, Inc.

***Project Title/Description:**

Youth - Workforce Development Services. The contract and amendments can be found in OnBase by searching Contract 19*221 in Doc_ID_AMS.

***Purpose:**

Contractor will provide workforce services to youth to ensure attainment of skills needed to successfully obtain and retain employment and encourage, at a minimum, graduation from high school. The program will improve prospects for future employability for youth participating in the program. The term date of 1/1/20-12/31/20 remains the same. However, this amendment is to extend the time-frame of 1/1/20-5/31/20 for workforce activities due to it is not possible to complete workforce activities for youth during the current COVID-19 outbreak. Once it is determined that workforce activities can continue, the county will provide the Contractor in writing the revised dates.

Attachment: Contract Number CT-CS-19-221 (Amendment 2)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-YSY-2016-02 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

The program goals remain the same.

Contractor will serve up to 75 total youth in the Workforce Development Services Program.

40 youth in the Work Experience and 10 youth in the LEAP

Participants will successfully complete at least 95% of scheduled work hours.

25 youth in the Basic Education (BE) Program

Participants in the BE Program will average a grade level increase of at least one-half and attain at least 80% proficiency in work readiness skills.

***Public Benefit:**

The benefit of the program is it supports Pima County's economic development by helping to develop a trained and productive labor force that meets employers' needs.

***Metrics Available to Measure Performance:**

Contractor will provide reports on the number of youth participating in the program, outcome of pre- and post-testing, and completion results.

***Retroactive:**

No.

To COB: 4-14-2020

Ver 4

Pgs 2 (1) Addendum

Procure Dept 04/14/20 08:33

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

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: CT Department Code: CS Contract Number (i.e., 15-123): 19-221

Amendment No.: 2 AMS Version No.: 4

Effective Date: 4/21/20 New Termination Date: 12/31/20 (no change)

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 0.00

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

***Funding Source(s) required:** Pima County General Funds - This is a no-cost amendment.

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: _____ 4-6-20

Deputy County Administrator Signature/Date: _____ 1-3-20 7-2-20

County Administrator Signature/Date: _____ 4/13/2020
Required for Board Agenda/Addendum Items)

Pima County Department of Community Services, Employment and Training Department

Project: Youth – Workforce Development Services

Contractor: Tucson Youth Development, Inc.
1901 N. Stone Ave.
Tucson, AZ 85705

Contract No.: CT-CS-19*221

Contract Amendment No.: Two (2)

Original Contract Term:	01/01/19 – 12/31/19	Orig. Contract Amount:	\$159,628.18
Termination Date Prior Amendment:	12/31/20	Prior Amendments Amount:	\$148,171.42
Termination Date This Amendment:	12/31/20	This Amendment Amount:	-0-
		Revised Total Amount:	\$307,799.60

AMENDMENT TWO (2)

1. BACKGROUND AND PURPOSE.

1.1. Background. Pima County (“County”) and Tucson Youth Development, Inc. (“Contractor”), entered into the above-referenced contract to provide workforce development services to Pima County youth.

1.2. Purpose.

1.2.1. Under the terms of the Agreement, Contractor is required to develop Individual Service Strategies, provide youth with: training, and placement at job sites to gain work experience (“WEX”); training and placement Learn Earn Advance Prosper Program (“LEAP”) work experience in the medical field; or Academic Instruction (“BE”) in reading, writing, math and science.

1.2.2. Due to the outbreak of the COVID-19 Coronavirus and the directives of national, state and county officials, it is not possible to provide the required opportunities to youth during the timeframe set forth in Amendment One of the Contract.

1.2.3. The Board of Supervisors finds that is appropriate and in the best interests of the Pima County residents to postpone the time of WEX, LEAP and BE performance to a time when it can be done without risk to the health of the participants, staff and the community.

2. COMPENSATION AND PAYMENT, SECTION 3.0, paragraph 3.2 is deleted in its entirety and replaced with the following:

Payments will be made from Pima County General Funds as follows:

Expenditure Period	Maximum Allocated Amount
January 1, 2019 – December 31 2019	\$159,628.18
January 2, 2020 – December 31, 2020	\$148,171.42
	\$307,799.60

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

3.1. **PROGRAM ACTIVITIES, SECTION 5.0, paragraph 5.1**, the table is deleted in its entirety and replaced with the following:

Activity	Date of Activity	Hours of Service Provided per Participant	Maximum Number of Youth Served
WEX – ISY or OSY	January 1 through May 31, 2019	144 hours of work experience	40
	2020 – on dates as directed in writing by County	115 hours of work experience	40
LEAP – ISY	January 1 through May 31, 2019	200 hours of work experience	10
	2020 – on dates as directed in writing by County	170 hours of work experience	10
BE – ISY	January 1 through May 31, 2019	96 hours of classroom instruction	15 Urban 15 Rural
	2020 – on dates as directed in writing by County	96 hours of classroom instruction	25

3.2. **REPORTING, SECTION 8.0.** The first sentence is revised to read:

No later than June 15 of the contract year, Contractor will provide the following reports to County's Youth Program Manager, except for services provided between January 1, 2020 and December 31, 2020, the reports will be due no later than January 15, 2021.

This amendment is effective upon execution by the Parties.

All 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

Chairman, Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board Date

APPROVED AS TO CONTENT:



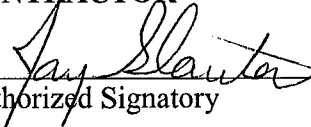
Director Date
Employment and Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney

CONTRACTOR



Authorized Signatory

Jay Slauter Executive Director
Printed Name & Title

Date: 03/30/2020