



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

Award  Contract  Grant

Requested Board Meeting Date: July 3, 2018

\* = Mandatory, information must be provided

or Procurement Director Award

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

The Good Shepherd, United Church of Christ dba Sahuarita Food Bank

**\*Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs. Provide emergency food to eligible low-income children. The original contract may be found under CT-18\*061. Search for contract number 18%061 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-18-061 (Amendment 1)

**\*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:**

Sahuarita Food Bank will provide emergency food to 280 children.

**\*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:**

Yes. The amendment processing was delayed due to getting signatures.

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To: COB - 6-25-18  
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(1)

*Addendum*

**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 22-73.*

**Amendment / Revised Award Information**

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 18-061

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: \$ 25,905.00

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: *Charles Coy* 6/20/18

Deputy County Administrator Signature/Date: *[Signature]* 6/24/18

County Administrator Signature/Date: *C. DeLuberry* 6/25/18  
*(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: The Good Shepherd, United Church of Christ  
*dba* Sahuarita Food Bank

17750 S. La Canada Drive  
Sahuarita, AZ 85629

DUNS: 884323874

SAM Registration Date: 7/8/17

Contract No: CT-CS-18-061

Amendment No: 01

Funding: CSBG

<b>CONTRACT</b>
NO. <u>CT-CS-18-061</u>
AMENDMENT NO. <u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.

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:	\$25,905.00
Term This Amendment	6/30/19	Amount This Amendment:	\$25,905.00
		Revised Contract Amount:	\$51,810.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and The Good Shepherd, United Church of Christ *dba* Sahuarita Food Bank (“Awardee”), a non-profit corporation registered to do business in the State of Arizona, have entered into the above-referenced Agreement to provide 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: \$25,905.00  
TO: \$51,810.00
3. **SECTION 25.0 – COORDINATION** is amended to add the following:  
Awardee's contact in this regard will be:  
Manira Cervantes  
520-724-5710  
[Manira.Cervantes@pima.gov](mailto:Manira.Cervantes@pima.gov)

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