



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: June 6, 2023

or Procurement Director Award: []

* = Mandatory, information must be provided

*Contractor/Vendor Name/Grantor (DBA):

Arts Foundation for Tucson and Southern Arizona

*Project Title/Description:

SaludArte – Building a Culture of Health through Vaccine Equity

*Purpose:

AFTSA will work with the Health Department to conduct activities related to the SaludArte project. SaludArte will be funded by three major federal grants. Though the effort will be unified through SaludArte as one cohesive project, the deliverables required and budgets offered by each grant will remain separate and distinct, to ensure compliance measures are met for each funding entity and the purview of each grant program.

Amendment #1 allows for a 6-month extension due to the no-cost extension awarded by the funders at Arizona Department of Health Services. The Vaccine Equity contributions to the SaludArte program include: targeted community engagement activities, community member recruitment, and facilitation of community meetings to inform art production. No additional funding is obligated and programmatic activities for subrecipient will conclude by December 31, 2023.

*Procurement Method:

This Subrecipient Agreement is a non-Procurement agreement and not subject to Procurement rules.

*Program Goals/Predicted Outcomes:

Subrecipient will collaborate with Health Department staff and community-based partners to develop and implement a project work plan to document and interpret the lived experience of selected communities through Human Centered Design experiences, visual note taking and digital storytelling. Subrecipient will also work with staff and partners to increase access, acceptability and use of public health information and services by minority populations. Subrecipient will implement project plans for the SaludArte project with the Health Department and communities of focus as identified by the Work Plan, in conjunction with artists that represent those communities.

*Public Benefit:

Subrecipient will provide a platform for communities disproportionately affected by communicable disease outbreaks to share their stories and process their experiences through collaboration and artistic inquiry. Subrecipient will identify and execute strategies and solutions to improve community responses to public health strategies for communicable disease prevention and increasing cultural health.

*Metrics Available to Measure Performance:

Monthly progress reports in a format provided by Pima County that demonstrate completion of assignments will be submitted.

*Retroactive:

No.

6 MHI approvals. 5/19/23 [Signature]

TO: COB 5-23-23 (1)
Vers: 3
Pgs: 6

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement 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: HD Contract Number (i.e., 15-123): 22-409
Amendment No.: 01 AMS Version No.: 03
Commencement Date: 07/01/2023 New Termination Date: 12/31/2023
Prior Contract No. (Synergen/CMS): N/A

Expense Revenue Increase Decrease

Amount This Amendment: \$ 0.00

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

*Funding Source(s) required: Advancing Health Literacy grant from the U.S. Dept. of Health and Human Services

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): _____
Commencement 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: Sharon Grant

Department: Health

Telephone: 724-7842

Department Director Signature: [Signature] Date: 5/12/2023

Deputy County Administrator Signature: [Signature] Date: 19 May 2023

County Administrator Signature: [Signature] Date: 5/20/2023

Pima County Department of Health

Project: SaludArte – Building a Culture of Health through Vaccine Equity

Subrecipient: Arts Foundation for Tucson and Southern Arizona
525 N. Bonita Avenue
Tucson, AZ 85745

UEI: FHCMAB7XV2D4

Contract No.: CT-HD-22-409

Contract Amendment No.: 01

Orig. Contract Term: 08/02/2022 - 06/30/2023	Orig. Amount:	\$75,570.00
Termination Date Prior Amendment: N/A	Prior Amendments Amount:	N/A
Termination Date This Amendment: 12/31/2023	This Amendment Amount:	\$ 0.00
	Revised Total Amount:	\$75,570.00

SUBRECIPIENT AGREEMENT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On August 2, 2022, County and Subrecipient entered into the above referenced agreement to provide community advisory services for the Building a Culture of Health through Vaccine Equity Project.

1.2. Purpose. County requires additional time to complete the revised Scope of Services.

2. Term. The County is exercising the first extension option to renew the Agreement for six additional months commencing on July 1, 2023 and terminating on December 31, 2023. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Scope of Services. The parties have revised the Scope of Services as described in the attached **Exhibit A.1** (2 pages).

4. Compensation. The revised budget can be seen in **Exhibit B.1** (1 page).

5. Forced Labor of Ethnic Uyghurs. Pursuant to A.R.S. § 35-394, if Contractor engages in for-profit activity and has 10 or more employees, Contractor certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Contractor must notify the County

within five business days and provide a written certification to County regarding compliance within one hundred eighty days.

All other provisions of the Agreement not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

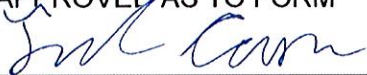
Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney

5/11/23

Date

APPROVED AS TO CONTENT



Department Head

5/12/2023

Date

SUBRECIPIENT



Authorized Officer Signature

Adriana Gallego, Executive Director

Printed Name and Title

5/11/2023

Date

Exhibit A.1 (2 pages)

Scope of Services

Subrecipient will work with Pima County Health Department (PCHD) to conduct activities related to the project *SaludArte*, funded by three grants the PCHD received related to health equity and the COVID-19 pandemic. The grants included are Advancing Health Literacy from the Health and Human Services Office of Minority Health, Health Disparities funded by the Centers for Disease Control and Prevention (CDC), and the Vaccine Equity grant funded by the CDC and passed through the Arizona Department of Health Services.

Within the context of this agreement, the subrecipient will be responsible for *SaludArte*'s community engagement efforts (in conjunction with Pima County Communications Department), partnering with other jurisdictions and community-based organizations to host community engagement events with each of the identified communities of focus. The focus of the Vaccine Equity funding is to improve COVID-19 vaccination equity in hardest-to-reach populations and communities. To do this, the subrecipient will work with the Human Centered Design (HCD) leads to coordinate activities with five different communities (one in each supervisory district). Activities will include creating and implementing a storytelling communications plan, with the goal of improving COVID-19 mitigation and vaccine uptake by increasing communication between community members and vaccine providers and other organizations involved in vaccine efforts.

Tasks

Subrecipient will:

1. Develop the Work Plan with PCHD staff as it pertains to *SaludArte* activities for the 2022 – 2023 project period. Due 30 days after Agreement is fully executed.
2. Participate in and contribute to weekly *SaludArte* meetings to coordinate and execute the Work Plan, including meetings with PCHD staff and the Community Advisory Committee to identify and implement engagement among communities of focus.
3. Work with each Supervisory District office, trusted community leaders, coalitions, and groups to select and recruit community member facilitators.
4. Organize community engagement efforts including, but not limited to:
 - a. Arrange at least four focus group meetings for each of the five communities of focus (i.e. storytelling listening sessions, Human Centered Design sprints, etc.), capturing community members' ideas and translating them into guidelines and inspiration for artists.
 - b. Identify Human-centered Design lead to conduct design sprints at up to two of the four meetings for each community of focus.

- c. Provide incentives to community member participants and select panel members.
 - d. Procure childcare as needed for any/all meetings.
5. Coordinate with PCHD staff to ensure COVID-19 vaccine providers are present at community listening sessions and engagement events, as well as coordinate the provision of home testing kits and other COVID-19 mitigation supplies and materials to community members.
 6. Submit monthly activity / progress reports and invoices to the Pima County Finance Office for payment using the form developed with Pima County.
 7. Submit end of project summary report.

Due Date(s)

Monthly Reports: Due the 15th of each month for the previous month.

End of project summary report: Due December 31, 2023.

Exhibit B.1 (2 pages) Compensation

1. Compensation

County will reimburse subrecipient's expenses in accordance with the budget set forth below. Invoices submitted with monthly reports must contain adequate supporting documentation to verify the amount and nature of expenditures. Invoices shall be submitted to the County no later than the 15th of the month following the end of the month being invoiced for. County will pay invoices no later than 30 days from receipt of invoice and monthly report. County reserves the right to audit Subrecipient's financial records as relates to the performance of duties under this Agreement.

2. Budget (August 2022 – December 2023, 17 months)

Category	Budget	Notes
Salary & Wages	\$ 13,750	Staff time including .25 FTE Project Manager
Fringe Benefits	\$ 2,750	Allocated benefits for staff indicated above (20% of salary & wages)
Participant Engagement Incentive Costs	\$ 34,000	15 community members paid @ \$100/each engagement, for at least four engagements in each of five supervisory districts
Human Centered Design Lead	\$ 10,000	Design lead to guide each community through design experiences to capture stories and identify each community's art needs
Visual Note-takers	\$2,200	To create visual renderings of the stories and conversations shared at up to 10 of the community meetings
Childcare	\$2,150	Childcare provided at community meetings
Supplies	\$ 1,650	Materials for meetings
Travel	\$ 2,200	Local mileage for staff travel to meetings and project sites.
Total Direct Costs	\$ 68,700	
Indirect Costs	\$ 6,870	10% IDC
Total Contract Amount	\$ 75,570	

3. Variance or Reprogramming

Budget variance in a category of up to 25% of the total budgeted amount is allowed while remaining within the total agreement budget. Variance in a category of greater than 25% will require County approval of reprogramming and will be approved at the sole discretion of County.

4. Unallowable Costs

- Alcoholic beverages
- Entertainment
- Fines, penalties, damages, and other settlements
- Pre-award costs
- Lobbying activities
- Research;
- Clinical care except as allowed by law;
- Furniture or equipment;
- Reimbursement of pre-award costs;
- Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body; or
- Salary or expenses related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before any legislative body.