



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

Award Contract Grant

Requested Board Meeting Date: January 2, 2018

* = Mandatory, information must be provided

or Procurement Director Award

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

Catholic Community Services of Southern Arizona, Inc.

***Project Title/Description:**

Workforce Development Services. A Health Profession Opportunity Grant (HPOG) has been obtained by Pima Community College to provide training in health career pathways to low income individuals. County, through Community Services Employment and Training (CSET) was asked to provide eligibility determination and case management for participants in the program as part of the One Stop Center's delivery system. CSET provides this service delivery through agencies.

***Purpose:**

Catholic Community Services of Southern Arizona, a subrecipient, has extensive experience working with the Refugee Resettlement Program and will provide case management services to persons, including refugees, seeking health careers.

Attachment: Contract Number 17-445

***Procurement Method:**

Request for Proposals No. RFP-CSET-WFS-2016-06 per Pima County Board of Supervisors Policy D29.6- Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

75 participants will be enrolled in the healthcare training program and 37 participants will be placed in jobs.

***Public Benefit:**

Increase the supply of trained individuals for healthcare occupations that are in demand locally; assist refugees to attain family-supporting careers in healthcare.

***Metrics Available to Measure Performance:**

Reports:

- Number of participants enrolled into training for healthcare careers;
- Number of participants placed into healthcare jobs;
- Average wage at placement.

***Retroactive:**

YES:

The college had delayed authorization, which delayed the processing of the contract.

DEC 27 17 AM 10:06 PC CLK OF RD

MES

To: COB 12-27-17 (1)
vers.: 2
pgs.: 5
APPENDUM

Procure Dept 12/27/17 09:41

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): 17-445

Amendment No.: 1 AMS Version No.: 2

Effective Date: 1/1/18 New Termination Date: 9/30/18

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 45,070.75

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

***Funding Source(s) required:**

Health Profession Opportunity 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: [Signature] 12/22/17

Deputy County Administrator Signature/Date: [Signature] 12/27/17

County Administrator Signature/Date: [Signature] 12/27/17
(Required for Board Agenda/Addendum Items)

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

Program Name: Workforce Development Services

Awardee: Catholic Community Services of Southern Arizona, Inc.
140 W. Speedway Boulevard, #230
Tucson, Arizona 85705

DUNS: 114439730

SAM Registration Date: 5/16/17

Contract No: CT-CS-17-445

Amendment No: 01

Funding: Intergovernmental Agreement with Pima
Community College (recipient of the Health
Profession Opportunity Grant)

CONTRACT
NO. <u>CT-CS-17-445</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

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
PCC2015-2020	2017	93.093	HPOG	\$58,000,000.00	\$593,993.00

Original Contract Term:	07/12/17 – 12/31/17	Original Contract Amount:	\$32,113.00
Term prior Amendments:	N/A	Amount prior Amendments:	--0-
Term this Amendment:	09/30/18	Amount this Amendment:	\$45,070.75
		Revised Contract Amount:	\$77,183.75

Pima County (“County”), a body politic and corporate of the State of Arizona, and Catholic Community Services of Southern Arizona, Inc. (“Awardee”), a non-profit corporation authorized to do business in the State of Arizona, have entered into the above-referenced Agreement to provide workforce development services.

AMENDMENT ONE

RECITALS

- A. County is the Subrecipient of Health Profession Opportunity Grant (“HPOG”) funds from Pima Community College and is authorized to pass those funds along to Awardee for the continuation of workforce development services for individuals seeking healthcare careers.
- B. Pursuant to A.R.S. § 11-254.04, County may appropriate and spend public monies for and in connection with activities that the County Board of Supervisors finds and determines will assist in the creation or retention of jobs or will otherwise improve or enhance the economic welfare of County inhabitants.
- C. The Pima County Board of Supervisors finds that that extending this Agreement will improve employment opportunities for Pima County residents and 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.

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

1. SECTION 1.0 – TERMS AND EXTENIONS, paragraph 1.1 is amended as follows:

1.1 The termination date is changed:

FROM: December 31, 2017

TO: September 30, 2018

1.2 The number of available renewals is changed:

FROM: four (4) additional periods of up to one (1) year each

TO: three (3) months plus three (3) additional periods of up to one (1) year each

2. SECTION 3.0 – COMPENSATION AND PAYMENT, is amended as follows:

2.1 **Paragraph 3.1** is amended to increase "the Maximum Allocated Amount":

FROM: \$32,113.00

TO: \$77,183.75

2.3 **Paragraph 3.14** is amended as follows:

2.3.1 **Paragraph 3.14.1**, the first sentence is deleted and replaced with the following:

Changes 15% or less of the operating budget amount may be granted by and at the sole discretion of the Director of Community Services, Employment and Training ("CSET") or his designee.

2.3.2 **Paragraph 3.14.2**, the first sentence is deleted and replaced with the following:

Changes of more than 15% of the operating budget will require a contract amendment.

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

3.1 **SECTION 6 – OUTCOMES, paragraph 6.1**, the table is deleted in its entirety and replaced with the following:

Services Levels	Number Served July 12- December 31, 2017	Number Served January 1 – September 30, 2018
Enrolled HPOG Program	50	75
Active at anytime	25	37
Case Closures	25	37
Job placement in healthcare industry	20	30

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3.2 SECTION 7 – BUDGET, paragraph 7.1, the table is deleted in its entirety and replaced with the following:

Budget Line Item	Amount allocated for July 12, 2017 through December 31, 2017	Amount allocated for January 1, 2018 through September 30, 2018
Salary and Fringe (No overtime)	\$28,899.00	\$38,717.42
Staff Development	-0-	-0-
Travel	\$68.00	\$102.13
Supplies	\$144.00	\$286.88
Contractual	\$460.00	\$688.50
Space	-0-	-0-
Other Operating	\$2,542.00	\$5,275.82
Total	\$32,113.00	\$45,070.75

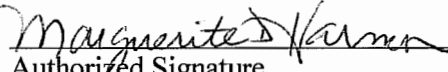
All other provisions of this Agreement, including the provisions set forth in the Exhibits and attachments, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.

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 Agreement cited herein:

PIMA COUNTY:

AWARDEE:

Chair, Pima County Board of Supervisors


Authorized Signature

Date: _____

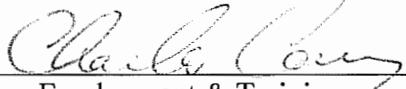
MARGUERITE D. HARMON
Printed Name & Title

ATTEST:

Date: 12/11/2017

Clerk of the Board Date

APPROVED AS TO CONTENT:


Director, Employment & Training

APPROVED AS TO FORM:


Karen S. Friar, Deputy County Attorney