



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 06/04/2024

*\* = Mandatory, information must be provided*

or Procurement Director Award: ☐

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

Town of Marana

**\*Project Title/Description:**

IGA between the Pima County Recorder's Office and the Town of Marana for Election Services

**\*Purpose:**

On February 9, 2024, Governor Hobbs signed HB2785. This emergency law changed the date of the 2024 Primary Election to July 30, 2024.

**\*Procurement Method:**

This IGA is a non-procurement contract and is not subject to Pima County's Procurement rules.

**\*Program Goals/Predicted Outcomes:**

Successful completion of Town of Marana scheduled elections as authorized by ARS §11-251(3), §11-951 et al., §16-172, §§16-205(C), §16-405, §16-409, and §16-450.

**\*Public Benefit:**

Completed elections conducted in a consistent and transparent manner ensuring the integrity of the electoral process.

**\*Metrics Available to Measure Performance:**

For each election called, the Pima County Recorder's Office will mail 90 day notices to registered Town of Marana voters offering separate TOWN ONLY ballots for unaffiliated AEVL voters. The office will also provide Town of Marana voters mail ballots as requested, will signature verify all voted/returned ballot affidavits, and will provide any additional early voting and election related services as outlined in the IGA.

**\*Retroactive:**

No.

TO: COB, 5-22-24(1)  
Vers.: 2  
pgs.: 2

MAY22'24PM0401 PD

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: CTN Department Code: RE Contract Number (i.e., 15-123): 22\*091  
Amendment No.: 1 AMS Version No.: 2  
Commencement Date: 06/04/2024 New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ \_\_\_\_\_

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

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

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: Marion Chubon, Chief Deputy Recorder

Department: Recorder's Office

Telephone: (520) 724-4321

Department Director Signature:  Date: 5/17/2024

Deputy County Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

County Administrator Signature:  Date: 5/17/2024

PIMA COUNTY CONTRACT	
NO. <u>CTN-RE-22*091</u>	AMENDMENT NO. <u>1</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

## INTERGOVERNMENTAL AGREEMENT

Between  
The Town of Marana and Pima County  
For Election Services

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

**1. Background and Purpose.**

1.1. Background. The parties entered into the above referenced agreement on March 15, 2022, to provide the Town of Marana with Election services.

1.2. Purpose. On February 9, 2024, Governor Hobbs signed HB2785. This emergency law changed the date of the 2024 Primary Election to July 30, 2024.

**2. ARTICLE II Scope of Services.** The parties have revised the Scope of Services as follows: Due to law HB2785, the date of the Primary Election has been changed from August 6, 2024 to July 30, 2024.

**3. Counterpart Signatures.** This agreement may be executed in counterparts, each of which, when taken together, will constitute one original agreement.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.**

IN WITNESS WHEREOF, the parties hereby have executed this Amendment on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

TOWN OF MARANA

PIMA COUNTY BOARD OF SUPERVISORS

By: \_\_\_\_\_  
Ed Honea, Mayor

By: \_\_\_\_\_  
Adelita Grijalva, Chair

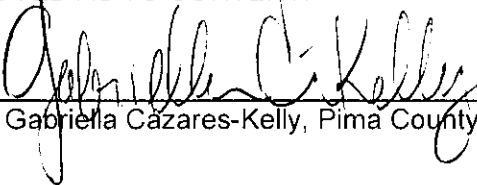
ATTEST:

ATTEST:

By: \_\_\_\_\_  
Cherry Lawson, Town Clerk

By: \_\_\_\_\_  
Melissa Manriquez,  
Clerk of the Board of Supervisors

APPROVED AS TO CONTENT:


By:  \_\_\_\_\_  
Gabriela Cazares-Kelly, Pima County Recorder

The foregoing Intergovernmental Agreement between The Town of Marana, Pima County and the Pima County Recorder has been reviewed pursuant to A.R.S. § 11-952 by the undersigned, who have determined that it is in the proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Intergovernmental Agreement represented by the undersigned.

Town of Marana

Pima County

\_\_\_\_\_  
Attorney for the  
Town of Marana

 \_\_\_\_\_  
Daniel Jurkowitz  
Deputy County Attorney