



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

Award Contract Grant

Requested Board Meeting Date: June 23, 2020

* = Mandatory, information must be provided

or Procurement Director Award

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

Our Family Services, Inc.

***Project Title/Description:**

United States Housing and Urban Development (USHUD) Continuum of Care (CoC) Program - Project Advent. The contract and amendments can be found in OnBase by searching Contracts CT-CR-20*397 (formerly CT-CS-20*078) in Doc_ID_AMS.

***Purpose:**

SHUD has awarded additional CoC Program funds for an additional year of services to the homeless. This amendment is to provide additional funds and to extend the contract with Our Family Services, Inc., a subrecipient of this program, for the period of July 1, 2020 through June 30, 2021.

A standardized referral process is used to match participants to the Pima County Sullivan Jackson Employment Center (SJEC). Program participants then enter Rapid Rehousing through Our Family Services, Inc. Once housing is stabilized, Our Family Services, Inc. case managers work with participants to place them into housing. SJEC then begins to work with participants to obtain full-time employment. After clients find work, they begin to contribute toward the rent with the goal of becoming self-sufficient within six months.

Attachment: Contract Number CT-CR-20-397 (Amendment 1)

***Procurement Method:**

Pima County Board of Supervisors Policy D29.6 - Direct Select.

***Program Goals/Predicted Outcomes:**

Our Family Services, Inc. will provide Rapid-Rehousing to a minimum of 30 participants (a homeless family is considered one participant).

***Public Benefit:**

This amendment supports the economic development by helping to develop a trained and productive labor force and reduce homelessness in Pima County.

***Metrics Available to Measure Performance:**

As a USHUD program, metrics are measured through the Homeless Management Information System (HMIS).

***Retroactive:**

No.

MAY 20 10 45 AM '20

Procure Dept 06/16/20 PM0142

*To: CoB - 6-17-20
Ver. - 1
Pgs - 3 (1)*

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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: CR Contract Number (i.e., 15-123): 20-397
Amendment No.: 1 AMS Version No.: 1
Commencement Date: 7/1/20 New Termination Date: 6/30/21

Prior Contract No. (Synergen/CMS): CT-CS-20-078

Expense or Revenue Increase Decrease Amount This Amendment: \$ 145,914.15

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

***Funding Source(s) required:** United States Housing and Urban Development (USHUD)-Continuum of Care (CoC) Program

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: Rise Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: _____ 6-10-20

Deputy County Administrator Signature/Date: _____ 15 June 2020

County Administrator Signature/Date: _____ 6/15/20
Required for Board Agenda/Addendum Items)

Pima County Department of Community Services, Employment and Training Department - SULLIVAN JACKSON EMPLOYMENT CENTER (SJEC)

Project: United States Housing and Urban Development Continuum of Care Program – Project Advent

Awardee: Our Family Services, Inc.
2590 N. Alvernon Way
Tucson, AZ 85712

Contract No.: CT-CR-20-397 (formerly CT-CS-20-078)

Contract Amendment No.: One (1)

Original Contract Term:	10/01/19 – 06/30/20	Orig. Contract Amount:	\$140,094.15
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	-0-
Termination Date This Amendment:	06/30/21	This Amendment Amount:	\$145,914.15
		Revised Total Amount:	\$286,008.30

DUNS No.: 148763402		SAM Registration Date: 6/23/19	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Federal Contract No.:		AZ0042L9T011912	Award Date: 2020
Required Match:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Match Amount:	25%
Indirect Cost Rate:	<input checked="" type="checkbox"/> 20.60%	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis <input type="checkbox"/> None
Status of Contractor:	<input checked="" type="checkbox"/> Subrecipient		<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
14.267	United States Housing and Urban Development (“USHUD”) Continuum of Care Homeless Program (“CoC”) – Project Advent	\$1,890,000,000.00	\$429,881.00

GRANT FUNDED AGREEMENT – AMENDMENT ONE (1)

1. BACKGROUND AND PURPOSE.

1.1. **Background.** On September 17, 2019, Pima County (“County”) and Our Family Services, Inc. (“Awardee”), entered into the above referenced contract to provide supportive services and rental assistance to the homeless in Pima County.

1.2. **County Organization.** Effective July 1, 2020:

1.2.1. Pima County Community Services, Employment and Training Department and Pima County Community Development and Neighborhood Conservation Department are restructured to form the Community Resources and Workforce Development Department.

1.2.2. This Agreement will be renumbered to CT-CR-20-397, but all terms and conditions remain unchanged.

1.2.3. Any reference in the Agreement to Community Services; Community Services, Employment and Training Department; or CSET, will mean Community Resources and Workforce Development Department (“CRWD”).

1.3. Purpose.

1.3.1. The United States Housing and Urban Development (“HUD”) has awarded County, as Grantee, 2020-2021 Continuum of Care (“COC”) Program funds to County for an additional year of Project Advent housing services to the homeless.

1.3.2. County finds that it is in the best interests of the residents of Pima County to provide an additional year of Project Advent services for the homeless.

1.3.3. Pursuant to HUD guidelines, Awardee is a “Subrecipient” of these CoC Program funds and will conduct all activities under this Agreement accordingly.

1.4. **TERM AND EXTENSIONS, SECTION 2.** Pursuant to **paragraph 2.2**, County exercises the one available Extension Option. This Agreement will terminate on **June 30, 2021**.

3. **COMPENSATION AND PAYMENT, SECTION 4** is amended as follows:

3.1. **Paragraph 4.1** is deleted in its entirety and replaced with the following:

In consideration for services specified in **Exhibit A** of this Agreement, County agree to pay Awardee as follows:

Contract Year	Amount Allocated
October 1, 2019 – June 30, 2020	\$140,094.15
July 1, 2020 – June 30, 2021	\$145,914.15
Maximum Allocated Amount	\$286,008.30

3.2. **Paragraph 4.13** is amended to decrease the allowable transfer of funds between budget line items:

FROM: 15%

TO: 10%

4. **COORDINATION, SECTION 30** is amended to change Awardee’s contact:

FROM: Steven Nelson, 520-724-7306, Steven.Nelson@pima.gov

TO: Jenifer Darland, 520-724-7312, Jenifer.Darland@pima.gov

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

5.1. **PROGRAM GOALS/PREDICTED OUTCOMES, SECTION 5, paragraph 5.1**, is deleted in its entirety and replaced with the following:

Awardee will provide the RRH services set forth above to the minimum number of participants (including carryover clients served through September 2019 by CODAC) as set forth below. A homeless family is considered one (1) participant.

Contract Year	Minimum number of participants served
October 1, 2019 – June 30, 2020	30
July 1, 2020 – June 30, 2021	30
Total served	60

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5.2. **BUDGET, SECTION 6, paragraph 6.1**, is amended to add the following:

For services provided **July 1, 2020 through June 30, 2021**, Awardee will be paid in accordance to the following table:

BUDGET LINE ITEM	AMOUNT
Rental Assistance	\$102,408.00
Supportive Services (Case Management, Transportation, Moving Costs, Utility Deposits)	\$36,835.00
Administrative Costs	\$6,671.15
Total Program Budget	\$145,914.15

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

AWARDEE



Chairman, Board of Supervisors

Authorized Signature

Date: _____

Beth Morrison, CEO

Printed Name and Title


ATTEST:

Date: 5-12-20

Clerk of the Board

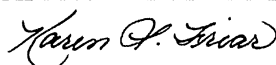
Date: _____

APPROVED AS TO CONTENT:

 6-10-20

Director Date
Community Services, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney