



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 02/06/2024

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

Catholic Community Services of Southern Arizona, Inc.

**\*Project Title/Description:**

Fiscal Agent Pima County / Pima County Emergency Food and Shelter to Families and Individuals encountered by the Department of Homeland Security (DHS).

**\*Purpose:**

This amendment extends, by two months, the current agreement between Pima County and Catholic Community Services of Southern Arizona, Inc. (CCS). Recently the FEMA EFSP National Board notified Pima County it could extend FEMA EFSP-H Phase HR23 funding to February 29, 2024. In order to ensure total spend down of the CCS subaward, GMI requests amending the CCS contract and extending it to February 29, 2024.

**\*Procurement Method:**

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

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

Reimbursement of eligible expenditures in the provision of humanitarian aid to Legally Processed Asylum Seekers (LPAS).

**\*Public Benefit:**

Safeguard the health and safety of Pima County by humanely and expeditiously facilitating the movement of asylum seekers, from the point of release by federal authorities in the community onward to their final destination.

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

Daily logs of migrants served, daily logs of meals served, transportation logs of daily and overnight data of all migrants transported. Spreadsheet reflecting actual expenses incurred with itemized receipts from vendors reflecting goods and services rendered, date, actual costs, and proof of payments by Subrecipient to the contracted vendors for goods and services rendered. For reimbursement, subrecipient will provide a summary list reporting Alien Registration Numbers (A-Numbers) as evidence of DHS processing. A-Numbers must match names, corresponding DHS release dates of the served population, and corresponding service dates of the served population.

**\*Retroactive:**

Yes, this amended subrecipient agreement is retroactive to 01/1/2024. Pima County did not hear from EFSP National Board regarding the extension of Phase HR23 performance period until Friday January 19, 2024. The earliest the agreement can be placed on the Board of Supervisor's meeting agenda is 02/06/2024.

TO: COB. 2-1-24 (1)  
VERS: 5  
PGS: 3  
GMI APPROV'S  
1/19/24  
ADDENDUM

FEB 01 24 AM 09:45 PC CLK OF BD

JAN 30 24 AM 08:28 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: CT Department Code: GMI Contract Number (i.e., 15-123): 23\*0334  
Amendment No.: 2 AMS Version No.: 5  
Commencement Date: 1/01/2024 New Termination Date: 02/29/2024  
Prior Contract No. (Synergen/CMS): N/A.

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 0

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

**\*Funding Source(s) required: FEMA/Emergency Food and Shelter to Families and Individuals encountered by The Department of Homeland Security (DHS) Phase HR23**

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 \$ \_\_\_\_\_ % \_\_\_\_\_

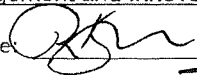
\*Funding Source: \_\_\_\_\_

\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Julio Jimenez

Department: Grants Management and Innovation

Telephone: 520-724-8562

Department Director Signature: 

Date: 1/19/24

Deputy County Administrator Signature: 

Date: 1-24-2024

County Administrator Signature: \_\_\_\_\_

Date: 1-24-2024

**Pima County Department of Grants Management & Innovation**

**Project:** Fiscal Agent Pima County / Pima County Emergency Food and Shelter to Families and Individuals encountered by the Department of Homeland Security (DHS)

**Subrecipient name and address:** Catholic Community Services of Southern Arizona, Inc.  
140 W Speedway Ste. 230 Tucson AZ 85705

**Amount:** \$6,187,941.00

**Contract No.:** CT-GMI-23-334

**Amendment No.:** 2

<b>Subrecipient Unique Entity Identifier (UEI):</b>	D1GHHBBJFKT6	<b>SAM expiration date (if applicable):</b>	02/10/2024
<b>Federal Award Identification Number (FAIN)</b>	EMW-2023-FS-00001	<b>Federal award date</b>	01/02/2023
<b>Subaward term/ period of performance start and end date</b>	01/01/2024 – 02/29/2024	<b>Subaward budget period start and end date</b>	01/01/2024 – 02/29/2024
<b>Amount of federal funds obligated by this action by the pass-through entity to the subrecipient</b> (amount of this amendment)			\$0.00
<b>Total amount of federal funds obligated to the subrecipient by the pass-through entity including the current financial obligation</b> (amount of original agreement, plus any prior amendments, including this amendment)			\$6,187,941.00
<b>Total amount of the federal award committed to the subrecipient by the pass-through entity</b> (amount of original agreement, plus any prior amendments, plus any match, plus any future budget periods, if applicable)			\$6,187,941.00
<b>Federal award project description</b> (descriptive project title)		Appropriations Act, 2023, Section 211 (Pub. L. No. 117-328)	
<b>Funding agency</b>		U.S. Department of Homeland Security/FEMA	
<b>Pass-through entity</b> (primary recipient)		Federal Emergency Management Agency (FEMA)	
<b>Pass-through entity</b> (secondary recipient, if applicable)		Emergency Food and Shelter (EFSP) National Board	
<b>Assistance listing number and title</b> (applies to 100% of this sub-award, including all disbursements)		97.024, Emergency Food and Shelter Program (EFSP)	
<b>Is this subaward for research and development?</b>			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Subrecipient indirect cost rate and methodology</b>	<input type="checkbox"/> Negotiated Indirect Cost Rate Agreement	<input type="checkbox"/> De minimis rate	X No Indirect
<b>Required match</b>	<input type="checkbox"/> YES NO <input checked="" type="checkbox"/> X	<b>Match amount</b> N/A	\$0

## SUBRECIPIENT AGREEMENT AMENDMENT

### 1. BACKGROUND AND PURPOSE.

1.1. Background. In 2021, the EFSP National Board chair requested that Pima County act as EFSP-H fiscal agent for Catholic Community Services of Southern Arizona Inc. to provide emergency food and shelter to asylum seekers when they are released from the U.S. Department of Homeland Security. Pima County has continued to ensure federal fiscal and programmatic compliance of all costs incurred including sub-awards to coalition partner local governments and NGOs, and sub-contracts with experienced vendors. to provide emergency food and shelter to asylum seekers when they are released from the U.S. Department of Homeland Security.

1.2. Purpose. To prevent the collapse of its Southwest Border Coalition operation responding to the U.S. border crisis, fiscal agent Pima County is extending the contract for Catholic Community Services of Southern Arizona Inc. to allow spending its remaining fund before switching to a new funding source (FEMA/CBP Shelter and Services Program FY 23).

2. **TERM.** The County is exercising the Second extension option to extend the service dates commencing on 01/01/2024 and terminating on 02/29/2024. 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.

All other provisions of the Agreement not expressly modified in this Amendment will remain in effect and be binding on the parties.

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

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

**PIMA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

**SUBRECIPIENT**

Jesus Fernandez  
Authorized Officer Signature

Jesus Fernandez, CFO  
Printed Name and Title

1/24/2021  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

Kyle Johnson  
Deputy County Attorney

Kyle Johnson  
Print DCA Name

1/19/2024  
Date

**APPROVED AS TO CONTENT**

Cheryl Kelly  
Department Head

1/19/2024  
Date