
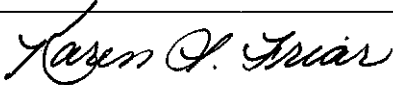




# DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

## Intergovernmental Agreement CONTRACT AMENDMENT

1. CONTRACTOR (Name and address)  <b>Pima County Community Services Department 2797 E. Ajo Way Tucson, Arizona 85713</b>		2. CONTRACT ID NUMBER  <b>DE111072001</b>
		3. AMENDMENT NUMBER <b>Twelve (12)</b>
4. THE PARTIES AGREE TO THE FOLLOWING AMENDMENT Pursuant to the Terms and Conditions, Amendments or Modifications section, the purpose of this amendment is to:  <b>Funding</b> for the contract period July 1, 2014 through June 30, 2015:  The reimbursement ceiling for the service Case Management is increased from \$1,439,759 to \$1,571,894. This is an increase of \$132,135.  The reimbursement ceiling for the service Community Services is increased from \$761,669 to \$793,847. This is an increase of \$32,178, which includes \$32,178 "Carry Forward" funding. The carry forward funding is not added to the cumulative reimbursement ceiling.  The cumulative reimbursement ceiling for the contract period July 1, 2010 through June 30, 2015 is \$13,254,945.  Therefore, the Itemized Service Budget for the services of Case Management (Attachment A) and Community Services (Attachment B) are revised and attached.		
5. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS FORM ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.		
6. <b>ARIZONA DEPARTMENT OF ECONOMIC SECURITY</b>	7. NAME OF CONTRACTOR <b>Pima County Community Services Department</b>	
SIGNATURE OF AUTHORIZED INDIVIDUAL		
TYPED NAME	TYPED NAME <b>Arthur Eckstrom</b>	
TITLE <b>Procurement Manager</b>	TITLE <b>Director</b>	
DATE	DATE <b>10-9-14</b>	
IN ACCORDANCE WITH ARS §11-952 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.		
<b>ARIZONA ATTORNEY GENERAL'S OFFICE</b>		
BY:		
ASSISTANT ATTORNEY GENERAL	PUBLIC AGENCY LEGAL COUNSEL	
DATE:	DATE: <b>10-9-14</b>	

**CONTRACT SERVICE:** Case Management (CMG-CAP)

**Agency:** Pima County Community Action Agency

**Contract Period:** 07/01/2014 - 06/30/2015

Attachment A

1. **PERSONNEL**

Number of Positions	FTE Level	Position Title	Total Salary for Contract Period	TOTAL SERVICE COST	DES COST
1	1	Sr. Adm Service Mgr	84,695	\$4,235	\$4,235
1	1	Community Services Mgr	73,039	\$7,304	\$7,304
2	1	Program Coordinator	92,832	\$37,132	\$37,132
1	1	Principal Finance Acct	59,941	\$11,988	\$11,988
1	1	Acctg Sup Spec-Sr	33,666	\$8,417	\$8,417
1	1	Acctg Sup Spec	30,110	\$27,099	\$27,099
2	1	Intake Specialist	65,344	\$33,848	\$33,848
1	1	Courier	24,398	\$976	\$976
1	1	Information Systems Tech	41,621	\$1,249	\$1,249
1	1	Intake Specialist	28,897	\$7,224	\$7,224
<b>TOTAL PERSONNEL</b>				<b>\$139,472</b>	<b>\$139,472</b>

2. **EMPLOYEE RELATED EXPENSES**

ITEM	BASIS	TOTAL COST	DES COST
FICA; Unemployment Ins; Workmen's Comp; Retirement; Health Ins; Dental Ins; Life Ins	35.99% of Total Personnel Service Cost	\$50,196	\$50,196
<b>TOTAL EMPLOYEE RELATED EXPENSES</b>		<b>\$50,196</b>	<b>\$50,196</b>

3. **PROFESSIONAL AND OUTSIDE SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Translation Professional Services	\$25/hr x 10 Hrs approx	\$250	\$250
Case Management GF 3315205	To be Contracted	\$47,994	\$0
Case Management to be contracted	Contracted direct service	\$106,386	\$106,386
<b>TOTAL PROFESSIONAL AND OUTSIDE SERVICES</b>		<b>\$154,630</b>	<b>\$106,636</b>

4. **TRAVEL**

ITEM	BASIS	TOTAL COST	DES COST
Motor Pool Allocation	\$55 /mo x 12 mos.	\$660	\$660
<b>TOTAL TRAVEL</b>		<b>\$660</b>	<b>\$660</b>

5. **SPACE**

ITEM	BASIS	TOTAL COST	DES COST
Space Cost	\$938.92/mo x 12 mos.	\$11,267	\$11,267
<b>TOTAL SPACE</b>		<b>\$11,267</b>	<b>\$11,267</b>

6. **EQUIPMENT**

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
<b>TOTAL EQUIPMENT</b>		<b>\$0</b>	<b>\$0</b>

7. **MATERIALS & SUPPLIES**

ITEM	BASIS	TOTAL COST	DES COST
Office Supplies	\$125/mo x 12 mos	\$1,500	\$1,500
Software	\$330 x 0 computers	\$0	\$0
Small Tools		\$0	\$0
Postage	\$0/mo x 12 mos	\$0	\$0
Printing/Duplicating	\$86/ea x 3	\$258	\$258
<b>TOTAL MATERIALS AND SUPPLIES</b>		<b>\$1,758</b>	<b>\$1,758</b>

8. **OPERATING SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Telephone	\$345/mo x 12 mos (Base rate for 6 phones + LD)	\$4,140	\$4,140
Staff Education	\$0/ea x 0 Prof Seminars	\$0	\$0
Copier/Fax maint/shredding	14/mo x 12 months	\$168	\$168
<b>TOTAL OPERATING EXPENSES</b>		<b>\$4,308</b>	<b>\$4,308</b>

9. **INDIRECT COSTS**

ITEM	BASIS	TOTAL COST	DES COST
Indirect Costs		\$0	\$0
<b>TOTAL INDIRECT COSTS</b>		<b>\$0</b>	<b>\$0</b>

<b>10. SUBTOTAL ADMIN COST</b>	<b>\$362,291</b>	<b>\$314,297</b>
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11. **VOUCHERS**

ITEM	TOTAL COST	DES COST
TANF - 49	\$375,363	\$375,363
LIHEAP - 77	\$880,531	\$880,531
NHN - 70	\$1,703	\$1,703
EEIP	\$100,000	\$0
<b>TOTAL VOUCHERS</b>	<b>\$1,357,597</b>	<b>\$1,257,597</b>

<b>12. TOTAL SERVICE COST/DES TOTAL COST:</b>	<b>\$1,719,888</b>	<b>\$1,571,894</b>
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9/18/2014

Admin  
Vouchers  
Admin  
Vouchers  
Admin  
Admin  
Vouchers

**REVENUE SOURCES:**

LIHEAP ADMIN	\$63,280	\$63,280
LIHEAP 77	\$880,531	\$880,531
LIHEAP A16 ADMIN	\$53,356	\$53,356
NHN	\$1,703	\$1,703
Qwest	\$15,845	\$15,845
TANF 49	\$181,816	\$181,816
TANF 49	\$375,363	\$375,363
EEIP GF	\$100,000	\$0
CASE MGT GF	\$47,994	\$0
<b>TOTAL REVENUE:</b>	<b>\$1,719,888</b>	<b>\$1,571,894</b>

**CONTRACT SERVICE:** Community Services (CSV-CAP)

**Agency:** Pima County Community Action Agency

**Contract Period:** 07/01/2014 - 06/30/2015

Attachment B

1. **PERSONNEL**

Number of Positions	FTE Level	Position Title	Total Salary for Contract Period	TOTAL SERVICE COST	DES COST
1	1	Sr. Adm Service Mgr	84,695	\$4,235	\$4,235
1	1	Community Services Mgr	73,039	\$29,216	\$29,216
2	1	Program Coordinator	92,832	\$55,699	\$55,699
1	1	Principal Finance Acct	59,941	\$5,994	\$5,994
1	1	Acctg Sup Spec-Sr	33,666	\$1,683	\$1,683
1	1	Acctg Sup Spec	30,110	\$3,011	\$3,011
1	1	Intake Specialist	29,970	\$11,988	\$11,988
2	1	Office Support II	53,972	\$53,972	\$53,972
1	1	Courier	24,398	\$488	\$488
1	1	Information Systems Tech	41,621	\$4,162	\$4,162
1	1	Admin Support Svcs Mgr	65,846	\$1,975	\$1,975
<b>TOTAL PERSONNEL</b>				<b>\$172,423</b>	<b>\$172,423</b>

2. **EMPLOYEE RELATED EXPENSES**

ITEM	BASIS	TOTAL COST	DES COST
FICA; Unemployment Ins; Workmen's Comp; Retirement; Health Ins; Dental Ins; Life Ins	34.61% of Total Personnel Service Cost	\$59,676	\$59,676
<b>TOTAL EMPLOYEE RELATED EXPENSES</b>		<b>\$59,676</b>	<b>\$59,676</b>

3. **PROFESSIONAL AND OUTSIDE SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Subcontractor contracted		\$222	\$222
Current Amount to be contracted		\$259,919	\$259,919
<b>TOTAL PROFESSIONAL AND OUTSIDE SERVICES</b>		<b>\$260,141</b>	<b>\$260,141</b>

4. **TRAVEL**

ITEM	BASIS	TOTAL COST	DES COST
Motor Pool Allocation	\$100 /mo x 12 mos.	\$1,200	\$1,200
Per Diem	\$39/day x 14 days x 1 staff	\$546	\$546
Hotel	\$160/day x 7 days x 1 staff	\$1,120	\$1,120
In State Conferences	10 staff x 1 ACA/NCAF conferences @ \$742.80 ea	\$7,428	\$7,428
Out-of-State Travel	2 staff x 1 Out of State conferences @ \$1402 ea	\$2,804	\$2,804
<b>TOTAL TRAVEL</b>		<b>\$13,098</b>	<b>\$13,098</b>

5. **SPACE**

ITEM	BASIS	TOTAL COST	DES COST
Space Cost	\$769.00/mo x 12 mos.	\$9,228	\$9,228
<b>TOTAL SPACE</b>		<b>\$9,228</b>	<b>\$9,228</b>

6. **EQUIPMENT**

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
<b>TOTAL EQUIPMENT</b>		<b>\$0</b>	<b>\$0</b>

7. **MATERIALS & SUPPLIES**

ITEM	BASIS	TOTAL COST	DES COST
Office Supplies	\$60/mo x 12mos	\$720	\$720
Software	\$330 x 0 computers	\$0	\$0
Small Tools	printer, monitor	\$400	\$400
Postage	\$900/mo x 12 mos	\$10,800	\$10,800
Printing/Duplicating	\$30/mo x 12 mos	\$360	\$360
<b>TOTAL MATERIALS AND SUPPLIES</b>		<b>\$12,280</b>	<b>\$12,280</b>

8. **OPERATING SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Books & Subscriptions	\$100/yr (Mgmt Training bulletin subscription; Staff Educ books)	\$100	\$100
Telephone/Internet	\$481/mo x 12 mos (Base rate for 8 phones + LD)	\$5,772	\$5,772
Legal Notices	(RFP notice in 1 Tucson newspaper)	\$200	\$200
Dues/Memberships	NACAA @ \$1364; ACAA @ \$300	\$1,664	\$1,664
Investigative Svcs	\$58/ea x 2 (fingerprint cards)	\$116	\$116
Staff Education	\$597/CrHr x 3 CrHr & \$100 x 3(ASU, U of A, Pima Coll; seminars)	\$0	\$0
Copier/Fax maintenance	\$9/mo x 12 mos	\$108	\$108
<b>TOTAL OPERATING EXPENSES</b>		<b>\$7,960</b>	<b>\$7,960</b>

9. **INDIRECT COSTS**

ITEM	BASIS	TOTAL COST	DES COST
Indirect Costs		\$0	\$0
<b>TOTAL INDIRECT COSTS</b>		<b>\$0</b>	<b>\$0</b>

<b>10. SUBTOTAL ADMIN COST</b>	<b>\$534,806</b>	<b>\$534,806</b>
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11. **VOUCHERS**

ITEM	BASIS	TOTAL COST	DES COST
Direct Assistance		\$259,041	\$259,041
<b>TOTAL VOUCHERS</b>		<b>\$259,041</b>	<b>\$259,041</b>

<b>12. TOTAL SERVICE COST/DES TOTAL COST:</b>	<b>\$793,847</b>	<b>\$793,847</b>
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9/18/2014

**REVENUE SOURCES**

DES-CSA	\$502,628	\$502,628
DES-CSA-Carryover	\$32,178	\$32,178
VOUCHERS	\$259,041	\$259,041
<b>TOTAL REVENUE:</b>	<b>\$793,847</b>	<b>\$793,847</b>

**PIMA COUNTY COMMUNITY ACTION AGENCY  
ALLOCATED FUNDS REPORT  
SFY 2015**

CONTRACTOR	CONTRACT #	COUNTY	SVC	FUND SOURCE	COST TYPE	2015 AWARD	ADJ 1	ADJ 2	ADJ 3	ADJ 4	REVISED 2015 AWARD	COMMENTS
PIMA COUNTY	DE1-11072-001	PIMA	CMG-CAP	LIHEAP	A	52,380.00				10,900.00	63,280.00	
				LIHEAP	V	759,296.00				121,235.00	880,531.00	
				LIHEAP A16	A	53,356.00					53,356.00	
				LLVG	V	-					-	
				NHN	V	1,703.00					1,703.00	
				QWEST	A	15,845.00					15,845.00	
				TANF	A	549,887.00	(358,250.00)	7,292.00			198,929.00	Transfer \$(17,113) into TANF Vouchers
				TANF	V	-	358,250.00	-			358,250.00	Transfer \$17,113 from TANF Admin
				CMT-A Total		1,432,467.00	-	7,292.00	-	132,135.00	1,571,894.00	
			CSV-CAP	CSBG	A	701,232.00	(165,178.00)	2,635.00	57,802.00		596,491.00	Transfer \$(93,863) into CSBG Vouchers
				CSBG	V		165,178.00				165,178.00	Transfer \$93,863 from CSBG Admin
				CSBG	CFA					32,178.00	32,178.00	
				CSV-B Total		701,232.00	-	2,635.00	57,802.00	32,178.00	793,847.00	
				Contract Total		2,133,699.00	-	9,927.00	57,802.00	164,313.00	2,365,741.00	