



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: 10/17/2023

or Procurement Director Award:

\* = Mandatory, information must be provided

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

Arizona Department of Administration

**\*Project Title/Description:**

House Bill 2862 – Payments to Sheriff Deputies and Corrections Officers  
The State of Arizona is funding retention and recruitment payments for Sheriff Deputies and Corrections Officers.

**\*Purpose:**

To provide funding for retention and recruitment stipends for Sheriff Deputies and Corrections Officers.

**\*Procurement Method:**

Intergovernmental Agreement – Per BOS Policy D 29.4

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

To aid in the retention and recruitment of line-level deputies and detention officers.

**\*Public Benefit:**

Experienced line-level deputies and detention officers are retained by the Sheriff’s Department and new deputies and detention officers are hired to relieve current staffing shortages in these job classifications.

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

Turnover and vacancy rates within these job classifications.

**\*Retroactive:**

Yes, the Arizona Department of Administration dated the agreement with a retroactive effective date due to the requirement that bills become effective ninety days after being signed into law.

To: COB, 10-2-2023 (L)  
Yrs: 2  
Pgs: 3

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: FN Contract Number (i.e., 15-123): 23\*080

Amendment No.: 1 AMS Version No.: 2

Commencement Date: 10/17/2023 New Termination Date: \_\_\_\_\_

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense Revenue Increase Decrease Amount This Amendment: \$ 0.00

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

\*Funding Source(s) required: State appropriation from Border Security Fund

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: Ellen Moulton

Department: Finance & Risk Management

Telephone: 724-3138

Department Director Signature: [Signature] Date: 09/28/23

Deputy County Administrator Signature: [Signature] Date: 9/28/23

County Administrator Signature: [Signature] Date: 9/28/23

Katie Hobbs  
Governor



Elizabeth Alvarado-  
Thorson  
Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

OFFICE OF THE DIRECTOR  
100 NORTH FIFTEENTH AVENUE • SUITE 302  
PHOENIX, ARIZONA 85007  
(602) 542-1500

### AMENDMENT #1

The Agreement (the "Agreement") entered into on December 20, 2022, by and between the Arizona Department of Administration (ADOA) and the Pima County ("Pima County") Agreement number DBFFY23L22CH31311 is hereby amended as follows:

#### Purpose of the Amendment

Pima County and ADOA enter into this Amendment pursuant to Laws 2023, Ch.121, Sec. 110 of the First Regular Session. Whereas \$53,405,000.00 was appropriated from the Border Security Fund established by section 26-105, Arizona Revised Statutes, in fiscal year 2022-2023 to the Arizona Department of Emergency and Military Affairs to allocate to the ADOA for one-time payments to line-level deputies and detention officers in accordance with the provisions of Laws 2022, Chapter 313, Section 110.

#### Amendment #1

#### 2. Scope of Services

The **ADOA** shall provide a \$10,000 one-time payment to line-level deputies and detention officers employed by the **Pima County Sheriff's Office** as of **May 1st, 2022**. The **Pima County Sheriff's Office** shall distribute the payment to eligible employees in equal quarterly installments over two years. Due to the lag in the availability of the funds to Pima County, the equivalent of two quarterly payments may be made in either the 4<sup>th</sup> quarter of 2022 or the 1<sup>st</sup> quarter of 2023.

The **Pima County Sheriff's Office** will be eligible for up to **\$665,000.00** for the purposes of providing a one-time recruitment payment not to exceed \$5,000 per vacancy as of May 1, 2022, the amount of which to be determined at the discretion of each individual Sheriff, for line-level deputies and detention officers at the County Sheriff's department hired into the agency. The Pima County may use any excess funding allocated for retention for recruitment payments.

The Pima County agrees that all retention-related payments shall be disbursed on or before October 30, 2023.

Line-level deputies and detention officers employed by the county sheriff's office are defined as the below:

Full-time staff either under general supervision or in a first-level supervisory role. Line-level deputy and detention officers may include those that have a rank one level above the first-

level supervisory role, but act in the same capacity as the first-level supervisor due to staffing shortages.

In the event a deputy or detention officer separates from their agency prior to receiving all eligible quarterly payments, the deputy or detention officer will no longer be entitled to the remainder of the unpaid balance.

A deputy or detention officer who resigns from their agency prior to receiving all eligible quarterly payments and takes a position with another sheriff's office in Arizona is not eligible for a recruitment payment from the new agency.

In the event an eligible employee is promoted to an ineligible position between May 1, 2022, and April 30, 2024, the employee will continue to receive the remainder of the quarterly payments as part of the original retention agreement.

An employee who has received any part of the recruitment or retention payment from one sheriff's agency and transfers to another sheriff's agency is ineligible for the recruitment payment from the new agency.

All other terms and conditions of the Agreement shall remain unchanged.

**IN WITNESS WHEREOF**, the parties have executed this Amendment to the Agreement:

**Pima County:**

**ADOA:**

Pima County

Arizona Department of Administration

By: \_\_\_\_\_  
Jan Leshar, County Administrator

By: \_\_\_\_\_  
Elizabeth Alvarado-Thorson, Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Chair, Board of Supervisors

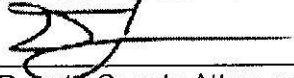
\_\_\_\_\_  
Date

ATTEST

Clerk of the Board

\_\_\_\_\_  
Date

APPROVED AS TO FORM

  
\_\_\_\_\_  
Deputy County Attorney

Daniel Jurkowitz  
\_\_\_\_\_  
Print DCA Name

09/26/2023  
\_\_\_\_\_  
Date

APPROVED AS TO CONTENT

  
\_\_\_\_\_  
Department Head

09/26/2023  
\_\_\_\_\_  
Date