



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 06/18/2024

* = Mandatory, information must be provided

or Procurement Director Award:

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

Community Home Repair Projects of Arizona

***Project Title/Description:**

Emergency Home Repair Program

***Purpose:**

The Emergency Home Repair Program will provide CDBG eligible emergency home repairs, including but not limited to: routine maintenance, minor rehabilitation, major systems repair or replacement, adaptive construction, and safety hardware installations to low- and moderate-income owner-occupied households in Pima County. The Program addresses the need for safe, affordable housing and strengthens the owner's ability to live independently. This amendment will increase the budget due to the increase in material costs and the continuing need for home repairs in the community.

Attachment Contract Number CT-CR-24-178, Amendment 1

***Procurement Method:**

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

***Program Goals/Predicted Outcomes:**

Goal: Create decent, accessible, and affordable housing that meets the needs of low- and moderate-income households.

Predicted outcome: The homes repaired under the Program will have improved safety, accessibility and habitability.

***Public Benefit:**

Upon completion, the Program will meet the HUD CDBG National Objective to assist low- and moderate-income households.

***Metrics Available to Measure Performance:**

At minimum, one-hundred and fifty (150) low- to moderate-income households will receive emergency home repairs, adaptive construction or safety hardware work completed in their home during the contract year.

***Retroactive:**

No.

TO: COB 5-30-24 (1)
VERS: 2
PGS: 3

GNTI appn's
RUC 5/20/24

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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: CR Contract Number (i.e., 15-123): 24-178

Amendment No.: 01 AMS Version No.: 02

Commencement Date: 06/18/2024 New Termination Date: 09/30/2024

Prior Contract No. (Synergen/CMS): _____

Expense Revenue Increase Decrease

Amount This Amendment: \$ 50,000.00

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

*Funding Source(s) required: U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG)

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: Joel Gastelum/Joel Viers

Department: CWD

Telephone: 724-6750/724-6767

Department Director Signature: [Signature] Date: 5/17/24

Deputy County Administrator Signature: [Signature] Date: _____

County Administrator Signature: [Signature] Date: 5/29/24

Pima County Department of Community and Workforce Development

Project: Emergency Home Repair Program

Subrecipient name and address: Community Home Repair Projects of Arizona
PO Box 26215
Tucson, Arizona 85726

Amount: \$275,000.00

Contract No.: CT-CR-24-178

Amendment No.: 01

Subrecipient Unique Entity Identifier (UEI):	HP74FKAJPL8	SAM expiration date (if applicable):	10/23/2024
Federal Award Identification Number (FAIN)	B-23-UC-04-0502	Federal award date	08/10/2023
Subaward term/ period of performance start and end date	10/01/2023-09/30/2024	Subaward budget period start and end date	10/01/2023-09/30/2024
Amount of federal funds obligated by this action by the pass-through entity to the subrecipient (amount of this agreement or amendment)			\$ 50,000.00
Total amount of federal funds obligated to the subrecipient by the pass-through entity including the current financial obligation (amount of this agreement, plus any amendments, including this amendment)			\$275,000.00
Total amount of the federal award committed to the subrecipient by the pass-through entity (original amount of this agreement, plus any amendments, plus any match, plus any future budget periods, if applicable)			\$275,000.00
Federal award project description (descriptive project title)		The program objective is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income: The agreement funds emergency home repair activities for eligible, income-qualified households in Pima County.	
Funding agency		US Department of Housing and Urban Development	
Pass-through entity (primary recipient)		Pima County	
Pass-through entity (secondary recipient, if applicable)		N/A	
Assistance listing number and title (applies to 100% of this sub-award, including all disbursements)		14.218 Community Development Block Grant/Entitlement Grants (CDBG)	
Is this subaward for research and development?			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Subrecipient indirect cost rate and methodology		<input type="checkbox"/> Negotiated Indirect Cost Rate Agreement	<input checked="" type="checkbox"/> De minimis rate
Required match		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Match amount
			\$0.00

SUBAWARD AMENDMENT

1. BACKGROUND AND PURPOSE.

- 1.1. Background. On October 01, 2023, County and Subrecipient (collectively “Parties”) entered into the above referenced agreement to fund home repair activities to benefit low- to moderate-income owner-occupied households within unincorporated Pima County.
- 1.2. Purpose. Additional funding has been identified to address the critical need for Emergency Home Repairs for low- and moderate-income owner-occupied households in Pima County.

2. EXHIBIT B COMPENSATION AND LIST OF UNALLOWABLE COSTS

- 2.1. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in Section 8.1 of the original agreement, is increased by \$50,000.00. County’s total payments to Subrecipient under this contract, including any sales taxes, will not exceed \$275,000.00.
- 2.2. Budget; Adjustment. The budget is replaced in its entirety with the below amended budget. This budget will remain in effect throughout the term unless otherwise adjusted and formally agreed to.

	Administration	Operating Costs	Lead Mitigation	TOTAL	Adjusted Direct Cost	Indirect Cost (10%)
Personnel & Fringe	\$56,379.00	\$15,750.00	\$0.00	\$72,129.00	\$64,916.10	\$7,212.90
Professional & Outside Services	\$7,594.00	\$0.00	\$0.00	\$7,594.00	\$6,834.60	\$759.40
Materials & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$3,600.00	\$0.00	\$0.00	\$3,600.00	\$3,240.00	\$360.00
Other	\$0.00	\$190,439.00	\$1,238.00	\$191,677.00	(excluded from MTDC)	(excluded from MTDC)
Total Direct Costs						\$191,677.00
Modified Total Direct Costs (MTDC)						\$74,990.70
Indirect Costs						\$8,332.30
TOTAL BUDGET (Total Direct Costs + Total Indirect Costs)						\$275,000.00

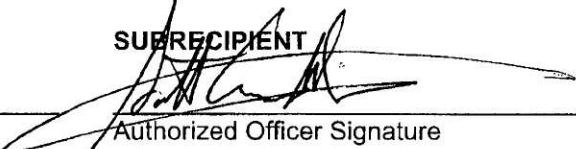
All other provisions of the Agreement not expressly modified in this Amendment will remain in effect and be binding on the parties.

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

PIMA COUNTY

SUBRECIPIENT

Chair, Board of Supervisors


Authorized Officer Signature

DATE: _____

Scott Covardale Exec. Dir.
Printed Name and Title

ATTEST:


DATE: 5/6/24

Clerk of the Board

APPROVED AS TO CONTENT

APPROVED AS TO FORM


Department Head


Deputy County Attorney

5/10/24
Date

Kyle Johnson
Print DCA Name

5/3/2024
Date