

COB - BOSAIR FORM

11/07/2025 3:02 PM (MST)

Submitted by Andrew.Flagg@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: CT CWD 24000000000000000468

Award Type: Contract

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 12/16/2025

Signature Only:

NO

Procurement Director Award / Delegated Award: • N/A

Supplier / Customer / Grantor / Subrecipient: Compass Affordable Housing, Inc.

Project Title / Description: Emergency Eviction Legal Services Emergency Housing - Rehousing Assistance

Purpose: Subrecipient provides rehousing assistance (rent, utilities, deposits, fees, etc.) to help eligible clients exit The Craycroft (formerly Knights Inn) to positive housing destinations, under a grant from the Arizona Department of Housing Homeless Shelter and Services Fund (ADOH-HSSF). This Amendment 2 modifies the Scope of Services to increase the maximum rehousing assistance payment per household and eliminate a cap on paying non-rent expenses. It also modifies the budget to reduce the budget for rehousing assistance by \$113,222, to allow that funding to be used to cover cost overruns on another project funded by the ADOH-HSSF grant, capital improvements at The Craycroft. To complete the funding move, an amendment to the Intergovernmental Agreement with the City of Tucson (PO2400003500) must be approved separately. The overall grant award and grant requirements remain the same. Contractor is expected to meet its performance measures under the Subrecipient Agreement.

The Board previously approved Amendment 1 to the Subrecipient Agreement on June 3, 2025. Amendment 1 modified the budget to move some funding between line items and add newly required language related to Heat Injury and Illness Prevention and Safety Plan.

The Subrecipient Agreement (CT_24*468) is part of the Emergency Eviction Legal Services (EELS) program, which provides noncongregate bridge housing at The Craycroft to families and other high-need individuals who have become homeless due to eviction. The Craycroft is owned by the City of Tucson and operated by EELS under an Intergovernmental Agreement with the City.

Procurement Method: Direct Select for Professional Services: Direct Select per Board of Supervisors Policy D29.6, III-C.

Procurement Method Additional Info:	N/A
Program Goals/Predicted Outcomes:	Individuals and families staying at the shelter will receive rehousing assistance, supportive services, and intensive case management toward the desired outcome of housing stability and increased workforce participation.
Public Benefit and Impact:	A reduction in unsheltered homelessness and increased workforce participation benefit program participants and the community as a whole.
Budget Pillar	<ul style="list-style-type: none"> • Improve the quality of life
Support of Prosperity Initiative:	<ul style="list-style-type: none"> • 3. Improve Housing Stability
Provide information that explains how this activity supports the selected Prosperity Initiatives	The EELS program promotes housing stability by providing legal services, navigation, rent assistance, job assistance, shelter, and other services to households that face eviction and homelessness. This Subrecipient Agreement provides direct support and case management to help households to exit the shelter to positive housing destinations and become sustainably housed.
Metrics Available to Measure Performance:	Contractor will serve a minimum of 75 households exiting the shelter. Participant data, including exit data and detailed demographic and other information, are tracked in the Homeless Management Information System.
Retroactive:	NO

Amendment / Revised Award Information

Record Number: PO CWD CT_2400000000000000468

Document Type:	PO
Department Code:	CWD
Contract Number:	CT_2400000000000000468
Amendment Number:	2
Commencement Date:	12/16/2025
Termination Date:	06/30/2026
Is the Termination Date new?	NO
Classification:	Expense
Adjust Level:	Decrease
Prior Contract Number (If Applicable):	CT-CR-24-468

Amount This Amendment:

\$113,222.00

Funding Source(s) required: Arizona Department of Housing Homeless Shelter and Services Fund

Funding from General Fund?

NO

Contract is fully or partially funded with Federal Funds?

NO

Department:

Community & Workforce Development

Name:

Andy Flagg

Telephone:

520-724-8508

Add GMI Department Signatures

Yes

GMI Director: _____



Date: _____

11/24/2025

Department Director Signature: _____



Date: _____

11/7/18

Deputy County Administrator Signature: _____



Date: _____

11/24/2025

County Administrator Signature: _____



Date: _____

11/24/2025

Pima County Department of Community & Workforce Development

Project: Emergency Eviction Legal Services Emergency Housing – Rehousing Assistance

Contractor: Compass Affordable Housing, Inc.

Contract No.: CT_2400000000000000468 (formerly CT-CR-24-468)

Contract Amendment No.: 02

Orig. Contract Term: 6/1/2024 – 6/30/2026	Orig. Amount:	\$1,055,106.00
Termination Date Prior Amendment: 6/30/2026	Prior Amendments Amount:	\$ 0.00
Termination Date This Amendment: 6/30/2026	This Amendment Amount:	\$ (113,222.00)
	Revised Total Amount:	\$941,884.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On June 1, 2024, County and Contractor entered into the above referenced agreement to provide Emergency Eviction Legal Services Emergency Housing – Rehousing Assistance.

1.2. Purpose. County requires a modification to the project budget to reduce grant funding and reallocate to other program activities and modifications to the project scope and budget to permit Contractor to continue to effectively provide rehousing services for the remainder of the contract period.

2. Compensation and Payment. The Project Budget (**Exhibit B – 1 page**) is stricken in its entirety and replaced with the following:

Rehousing Assistance Payments	\$659,784
Case Management Staff – Salaries	\$199,880
Case Management Staff – Fringe	\$29,120
Mileage	\$4,200
Program Supplies	\$7,800
Administration	\$23,100
Indirect	\$18,000
Total	\$941,884

3. Scope of Services Revisions. Exhibit A – Scope of Services is revised as follows:

3.1. Section 4.2.1 is stricken and replaced with the following: "4.2.1 The aggregate maximum assistance a participant can receive is \$13,000."

Contract No.: CT_2400000000000000468

1

Revised 9/19/24

- 3.2. Section 4.2.2 is deleted in its entirety.
- 3.3. Section 4.2.3 is renumbered as 4.2.2.
- 3.4. Section 4.2.4 is renumbered as 4.2.3.

4. **Effective Date.** This Contract Amendment is effective on the date it is executed by the last party to sign it.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

Date

CONTRACTOR


Authorized Officer Signature

ANTHONY SIMMS
Printed Name and Title

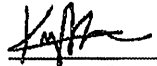
11/06/2025
Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM


Deputy County Attorney

Kyle Johnson

Print DCA Name

11/5/2025
Date

APPROVED AS TO CONTENT


Department Head

11/7/27
Date