



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: January 22, 2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

SER-Jobs for Progress of Southern Arizona, Inc.

***Project Title/Description:**

Workforce Development Services. The original contract and amendments may be found under CT-17-009. Search for contract number 17%009 in eContracts.

***Purpose:**

The Workforce Development Services program provides allowable services to help prepare low-income adult, youth and dislocated workers for jobs in demand in the community. The program helps individuals to become sustainably employed, thus increasing the chances that they will remain independent in the community. This amendment, with subrecipient SER, is designed to provide work experience in the automotive industry to Pima County youth.

Attachment: Contract Number CT-CS-17-009 (Amendment 3)

***Procurement Method:**

RFP-CSET-WFS-2016-06 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

The program's goal is to prepare job seekers for current and projected demand occupations that offer wages that allow self-sufficiency or that have a clear career path leading to self-sufficiency.

***Public Benefit:**

This program supports Pima County's economic development by helping to develop a trained and productive labor force that meets employers' needs.

***Metrics Available to Measure Performance:**

SER will submit monthly summary reports which include the numbers of persons served, completed, exited, placed on a job, placed into Workforce Investment Board target industries, and the average wage at placement.

***Retroactive:**

No.

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To: COB - 1-14-19
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(1) Addendum

Procure Dept 01/14/19 15:00:00

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective 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 22-73.***Amendment / Revised Award Information**Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 17-009Amendment No.: 3 AMS Version No.: 36Effective Date: 1/22/19 New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 50,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** U.S. Department of Labor - Workforce Innovation and Opportunity Act, Homeless Veterans Reintegration Program, and Health Profession Opportunity GrantFunding 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): _____

Effective 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: Rise HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: [Signature] 1-10-19Deputy County Administrator Signature/Date: [Signature] 1/10/2019County Administrator Signature/Date: [Signature] 1/10/19
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING DEPARTMENT
PROFESSIONAL SERVICES CONTRACT**

Program Name: Workforce Development Services

Awardee: SER-Jobs for Progress of Southern Arizona, Inc.
40 West 28th Street
Tucson, AZ 85713

DUNS: 964816636

SAM Registration Date: 3/20/18

Contract No: CT-CS-17-009

Amendment No: 03

Funding: U.S. Department of Labor (DOL) - Workforce
Innovation and Opportunity Act (WIOA),
Homeless Veterans Reintegration Program
(HVRP) and Health Profession Opportunity
Grant (HPOG)

CONTRACT

NO. CT-CS-17-009

AMENDMENT NO. 03

This number must appear on all
invoices, correspondence and
documents pertaining to this
contract.

Is this a Research and Development Contract: No

Awardee is a X Subrecipient Contractor

Match NO Indirect Costs NO

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
DI16-002120	2018	17.258	WIOA-Adult	\$776,736,000.00	\$2,023,077.00
DI16-002120	2018	17.278	WIOA-Dislocated Worker	\$1,015,530,000.00	\$3,232,942.00
DI16-002120	2018	17.259	WIOA-Youth	\$831,842,000.00	\$2,164,290.00
PCC2015-2020	2018	93.093	HPOG	\$58,000,000.00	\$594,493.00
HV-30879-17-60-5-4	2017	17.805	HVRP	\$12,000,000.00	\$236,664.00

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$775,954.00
Term Prior Amendment:	06/30/19	Prior Amended Amount:	\$1,576,145.24
Term This Amendment	06/30/19	Amount This Amendment:	\$50,000.00
		Revised Contract Amount:	\$2,402,099.24

Pima County ("County"), a body politic and corporate of the State of Arizona, and SER-Jobs for Progress of Southern Arizona, Inc. ("Awardee"), a non-profit corporation registered to do business in the State of Arizona have entered into the above-referenced contract to provide workforce development services.

AMENDMENT THREE

- A. County, as Grantee, has a federal Workforce Innovation and Opportunity Act, Pub.L. 113-128 ("WIOA") grant which ends on June 30, 2020.
- B. There has been an increase in the number of current requests for youth work experience and WIOA Youth funding is available to provide additional work experience for 20 youth under Work Statement No. 2 during contract year 2018-2019.

- C. Awardee provides eligible WIOA services to youth.
- D. County has reviewed Awardee's performance and capacity to provide additional services and finds it satisfactory.
- E. The Pima County Board of Supervisors finds that it is in the best interests of the residents of Pima County to fund additional youth in the work experience program.

NOW, THEREFORE, County and Awardee agree to amend the Contract as follows:

1. **SECTION 3.0 – COMPENSATION AND PAYMENT**, is amended as follows:

2.1 **Paragraph 3.1** is amended to increase "the Maximum Allocated Amount":

FROM: \$2,352,099.24

TO: \$2,402,099.24

2.2 **Paragraph 3.2**, the table is deleted in its entirety and replaced with the following:

Funding Source	Maximum Amount Allocated			
	July 1, 2016 – June 30, 2017	July 1, 2017 – June 30, 2018	July 1, 2018 – June 30, 2019	Anticipated Expenditure
WIOA	\$652,954.00	\$657,182.00	\$789,500.24	\$2,099,636.24
HPOG	\$43,000.00	\$45,000.00	\$45,000.00	\$133,000.00
HVRP	-0-	-0-	\$9,463.00	\$9,463.00
Pima County General Funds	\$80,000.00	\$80,000.00	\$0.00	\$160,000.00
MAXIMUM ALLOCATED AMOUNT	\$775,954.00	\$782,182.00	\$843,963.24	\$2,402,099.24

2. **SECTION 32.0 -- ISRAEL BOYCOTT CERTIFICATION** is deleted in its entirety.

3. **EXHIBIT A-1 – SCOPE OF WORK, GENERAL PROVISIONS**, is amended as follows:

3.1. **SECTION 3.0 – PROGRAM COMPONENTS**, is deleted in its entirety and replaced with the following:

Work Statement	Workforce Development Services	Amount		
		7/1/2016 – 6/30/2017	7/1/2017 – 6/30/2018	7/1/2018 – 6/30/2019
1	Adults and dislocated workers	\$644,857.00	\$649,599.00	\$659,864.58
2	Youth	\$131,098.00	\$132,583.00	\$184,098.66

3.2. **WORK STATEMENT NO. 2 WORKFORCE DEVELOPMENT SERVICES FOR YOUTH** is amended as follows:

3.2.1. **SECTION 2.0 – OUTCOMES**, paragraph 2.4, is added to read:

A minimum of thirty (30) youth will be placed in Work Experience positions which will provide up to 300 hours of hands-on experience for contract year 2018-2019.

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3.2.2. **SECTION 3.0 – BUDGET**, paragraph 3.3, the table is deleted in its entirety and replaced with the following:

Budget Item	Amount paid for July 1, 2016 through June 30, 2017	Amount allocated for July 1, 2017 through June 30, 2018	Amount allocated for July 1, 2018 through June 30, 2019
Operating Budget			
Salary and Fringe (No overtime)	\$67,032.00	\$68,373.00	\$69,740.46
Staff Development	\$300.00	\$306.00	\$312.12
Travel	\$1,851.00	\$1,888.00	\$1,925.76
Supplies	\$400.00	\$408.00	\$416.16
Equipment	\$250.00	\$255.00	\$260.10
Communications	\$488.00	\$498.00	\$507.96
Space	\$2,068.00	\$2,109.00	\$2,151.18
Other Operating	\$1,908.00	\$1,946.00	\$1,984.92
Total Operating Budget	\$74,297.00	\$75,783.00	\$77,298.66
Other Allocation(s)			
Work Experience Wage for Youth*	\$56,800.00	\$56,800.00	\$106,800.00
TOTAL BUDGET	\$131,098.00	\$132,583.00	\$184,098.66

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

IN WITNESS WHEREOF, the parties do hereby affix their signatures and do hereby agree to carry out the terms of this Amendment and of the original Contract cited herein:

PIMA COUNTY:

Chairman, Pima County Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney

AWARDEE:

Authorized Signature

Printed Name & Title

Printed Name & Title

Date: 4/10/19