



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: June 22, 2021

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Jessica M. Estrada

***Project Title/Description:**

Special Education Services

***Purpose:**

Provide federal and state required education services for students that qualify for special educational programs. The contract and amendments can be found in OnBase by searching Contracts CT-CR-21*423 (formerly CT- CS-18*375) in Doc_ID_AMS.

Amendment (03) reason: one year extension to include SY 2021 - 2022.

Attachment: Contract Number CT-CR-21*423 (Amendment 03)

***Procurement Method:**

RFP-CSET-PVHS-2020-01 per Pima County Board of Supervisors Policy 29.6 Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Contractor will assist in the development, revisions, and continuance of Pima Vocational High School's policies, procedures, and programs to maintain compliance with all federal and state requirements for special education students.

***Public Benefit:**

By providing all students that attend Pima Vocational High School a quality education at their individual academic levels, students who reside in Pima County will benefit by being able to complete the state requirements for an accredited high school diploma.

***Metrics Available to Measure Performance:**

Ensure that Pima Vocational High School complies with Special Education laws, Individualized Education Program meetings with students and parents, and 45-day screenings of special education students with adequate documentation.

***Retroactive:**

No.

TO: COB 6-9-21 (1)
Vers.: 1
PGS.: 2

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): 21-423
Amendment No.: Three (03) AMS Version No.: 01
Commencement Date: July 1, 2021 New Termination Date: June 30, 2022
Prior Contract No. (Synergen/CMS): CT-CS-18*375
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 27,000.00
Is there revenue included? ☐ Yes ☒ No If Yes \$ _____
***Funding Source(s) required:** State Equalization
Arizona Department of Education
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: Irene Moreno
Department: Community & Workforce Development Telephone: 724-9745
Department Director Signature/Date: Daniel P. [Signature] 5/27/21
Deputy County Administrator Signature/Date: [Signature] 9 June 2021
County Administrator Signature/Date: [Signature] 6/9/21
(Required for Board Agenda/Addendum Items)

Pima County Department of Community & Workforce Development (Pima Vocational High School)

Project: Special Education Services

Contractor: Jessica M. Estrada
536 S. 6th Ave. Apt. B
Tucson, AZ 85701

Contract No.: CT-CS-18*375 (CT-CR-21-423 from and after July 1, 2020)

Contract Amendment No.: Three (03)

| | | |
|---|---------------------------------|---------------|
| Orig. Contract Term: 07/01/2018 – 06/30/2019 | Orig. Amount: | \$ 27,000.00 |
| Termination Date Prior Amendment: 06/30/2021 | Prior Amendments Amount: | \$ 54,000.00 |
| Termination Date This Amendment: 06/30/2022 | This Amendment Amount: | \$ 27,000.00 |
| | Revised Total Amount: | \$ 108,000.00 |

PROFESSIONAL SERVICES CONTRACT – AMENDMENT ONE

1. Background and Purpose.

1.1. Background. On July 1, 2020, Pima County ("County") and Jessica M. Estrada ("Contractor") entered into the above referenced Contract to provide academic tutoring services to the students of Pima Vocational High School ("PVHS").

1.2. County Organization. Effective July 1, 2020, Pima County Community Services, Employment and Training Department and Pima County Community Development and Neighborhood Conservation Department were restructured to form the Community & Workforce Development Department. This Agreement is renumbered to CT-CR-21-423, but all terms and conditions remain unchanged. Any reference in the Contract to Community Services; Community Services, Employment and Training Department; or CSET, will mean Community & Workforce Development Department ("CWD").

1.3. Purpose. County requires continued provision of special education services for the 2021-2022 school year. This amendment will provide funds to support PVHS special education students, during the 2021-2022 school year.

2. Term. The County is exercising the third of four extension options to renew the contract for one additional year commencing on July 1, 2021 and terminating on June 30, 2022.

3. Compensation and Payment. Paragraph 5.2 is amended to increase the NTE amount from \$81,000.00 to \$108,000.00.

All other provisions of this Contract, not specifically changed by this amendment, will remain in effect and be binding upon the parties.

Signature page to follow

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

Sharon Bronson, Chair Board of Supervisors

Date

CONTRACTOR

2 SA

Jessica M. Estrada, Owner

June 4, 2021

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Stacey

Stacey Roseberry
Deputy County Attorney

5/5/2021

Date

APPROVED AS TO CONTENT

Daniel P. Sullivan

Daniel Sullivan
Community & Workforce Development

5/07/21

Date