



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: August 16, 2021

* = 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 Veterans and Innovation Services

***Purpose:**

SER-Jobs for Progress of Southern Arizona, Inc., subrecipient, will provide workforce development services to Pima County adult, dislocated worker, and veteran job seekers who are seeking employment or job skills training that can lead to employment. SER-Jobs for Progress of Southern Arizona, Inc. will provide work experience, case management, and support services to assist adult, dislocated worker and veteran job seekers in finding employment. The Kino Veteran's Workforce Center serves up to 500 veterans annually by providing counseling, placing veterans into appropriate job skills training, and making referrals to job opportunities plus providing information on the variety of services available to veterans. This amendment is to increase the wages to create parity with County wage adjustment for contracted employees in Community & Workforce Development facilities.

Attachment: Contract Number CT-CR-20-423 (Amendment 7)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-WFS-2016-06 was conducted with delegated authority.

***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 number of persons served, completed, exited, placed on a job, placed into Workforce Investment Board target industries, and the average wage at placement.

***Retroactive:**

Yes. The amendment was processed after the County's wage adjustment went in effect July 4, 2021. The negative impact of not approving this amendment is contracted employees may not received the County wage adjustment.

TO: COB 8-11-21
VER: 9 PGS: 4

addendum

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): 20-423

Amendment No.: 7 AMS Version No.: 9

Commencement Date: 7/4/21 New Termination Date: 12/31/21

Prior Contract No. (Synergen/CMS): CT-CS-16-417

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 6,766.77

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

***Funding Source(s) required:** Amendment 7 funding source is the U.S. Department of Labor - Workforce Innovation and Opportunity Act

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: Rise Hart

Department: Community & Workforce Development Telephone: 724-5723

Department Director Signature/Date: [Signature] 8/10/21

Deputy County Administrator Signature/Date: [Signature] 8/10/21

County Administrator Signature/Date: [Signature] 8/10/21
(Required for Board Agenda/Addendum Items)

Pima County Community & Workforce Development Department**Project:** Workforce Veterans and Innovation Services**Subrecipient:** SER-Jobs for Progress of Southern Arizona, Inc.
40 West 28th Street
Tucson, AZ 85713**Contract No.:** CT-CR-20-423**Contract Amendment No.:** 7

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$502,104.00
Termination Date Prior Amendment:	12/31/21	Prior Amendments Amount:	\$2,325,781.01
Termination Date This Amendment:	12/31/21	This Amendment Amount:	\$6,766.77
		Revised Contract Amount:	\$2,834,651.78

DUNS No.: 964816636		SAM Registration Date: 3/4/21	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Federal or State Contract No.:		DI21-002286 PCC2020-2021	Award Date: 2020 2020
Required Match:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount:	
Indirect Cost Rate:	<input type="checkbox"/>	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis <input checked="" type="checkbox"/> None
Status of Contractor:		<input checked="" type="checkbox"/> Subrecipient	<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
17.258	U.S. Department of Labor ("DOL")/Arizona Department of Economic Security ("ADES") Workforce Innovation and Opportunity Act ("WIOA")-Adult	\$854,649,000.00	\$3,183,523.00
17.278	WIOA-Dislocated Worker	\$1,322,912,000.00	\$4,353,722.00
17.259	WIOA-Youth	\$913,130,000.00	\$2,347,242.00
93.093	Health Profession Opportunity Grant ("HPOG")	\$85,000,000.00	\$601,926.00

AMENDMENT SEVEN**1. BACKGROUND AND PURPOSE.**

- 3.1 **Background.** Pima County ("County"), as Grantee, receives federal WIOA grant funds and provides them to various subrecipients, including SER-Jobs for Progress of Southern Arizona, Inc. ("Subrecipient"), to provide eligible workforce development services. The WIOA grant ends June 30, 2025. County is also a subrecipient of Health Profession Opportunity Grant ("HPOG") funds from Pima Community College and is authorized to pass those funds along to other entities, including Subrecipient.

1.2 **Purpose.** County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop). County finds that it is in the best interests of Pima County to continue to provide workforce development services to the residents of Pima County. County has reviewed Subrecipient's performance of the services and finds it satisfactory. This amendment is to increase the wages to create parity with County wage adjustment for contracted employees in Community & Workforce Development facilities.

2. **TERM AND EXTENSIONS.** The commencement date for this Amendment No. 7 is July 4, 2021.

3. **COMPENSATION AND PAYMENT.** Paragraph 3.1 is amended to increase "the Maximum Allocated Amount" from 2,827,875.01 to \$2,834,641.78. In addition, the table in Paragraph 3.2 is deleted in its entirety and replaced with the following:

Funding Source	Maximum Amount Allocated
	7/1/2021 – 12/31/2021
WIOA grant	\$234,478.77
HPOG	\$21,406.50
Pima County General Funds	\$18,730.69
Anticipated Allocations TOTAL	\$274,615.96

4. **EXHIBIT A – SCOPE OF WORK - BUDGET.** The table in Paragraph 8.1 is deleted in its entirety and replaced with the following:

Budget Line Item	MAXIMUM ALLOCATED AMOUNT
	7/1/2021 – 12/31/2021
Salary and ERE (No overtime)	\$255,760.50
Staff Development	\$1,326.53
Travel	\$7,898.05
Supplies	\$212.24
Equipment	\$132.65
Communications	\$258.95
Space	\$1,097.29
Other Operating	\$7,929.75
TOTAL	\$274,615.96

In addition, Paragraph 8.4 is revised to read:

The projected use of WIOA Adult, WIOA Dislocated Worker, WIOA Youth, HPOG, and Pima County General funds, by activity is set forth in Exhibit B of this Amendment 7.

SIGNATURE PAGE TO FOLLOW

All other provisions of this Agreement, not specifically changed by this amendment, will remain in effect and be binding upon 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:

SUBRECIPIENT:

Sharon Bronson
Chair, Pima County Board of Supervisors

Date: _____

ATTEST:

Authorized Signature

Ernest Arias, Director

Printed Name & Title

Date: 01/4/2021

Clerk of the Board Date

APPROVED AS TO CONTENT:

Daniel Sullivan, Director or designee
Community & Workforce Development

APPROVED AS TO FORM:

Stacey Roseberry, Deputy County Attorney

EXHIBIT B TO AMENDMENT NO. 7**JULY 1, 2021 – DECEMBER 31, 2021**

Budget Line Item	Projected WIOA Adults	Projected WIOA Dislocated Workers	Projected WIOA Youth	Projected HPOG	Projected Pima County General Funds	TOTAL
Salary and ER (No overtime)	\$92,845.11	\$113,170.23	\$12,436.29	\$19,898.07	\$17,410.80	\$255,760.50
Staff Development	\$457.65	\$603.57	\$66.33	\$106.12	\$92.86	\$1,326.53
Travel	\$2,724.83	\$3,593.62	\$394.90	\$631.84	\$552.86	\$7,898.05
Supplies	\$73.22	\$96.57	\$10.61	\$16.98	\$14.86	\$212.24
Equipment	\$45.76	\$60.36	\$6.63	\$10.61	\$9.29	\$132.65
Communications	\$89.33	\$117.82	\$12.95	\$20.72	\$18.13	\$258.95
Space	\$378.57	\$499.27	\$54.86	\$87.78	\$76.81	\$1,097.29
Other Operating	\$2,735.76	\$3,608.04	\$396.49	\$634.38	\$555.08	\$7,929.75
TOTAL BUDGET	\$99,350.23	\$121,749.48	\$13,379.06	\$21,406.50	\$18,730.69	\$274,615.96

END EXHIBIT B OF AMENDMENT 7