



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Award Contract Grant

Requested Board Meeting Date: June 19, 2018

* = 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. The original contract and amendments may be found under CT-16*417. Search for contract number 16%417 in eContracts.

***Purpose:**

This amendment with subrecipient SER is designed to continue 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 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 will provide additional funding and extend the contract for another year for the period July 1, 2018 to June 30, 2019.

Attachment: Contract Number CT-CS-16-417 (Amendment 2)

***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.

Annual number served:

Enrolled - 120 job seekers

Placed on a job - 48 job seekers

***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.

REPRODUCTION PROHIBITED



*To: CoB - 6.12.18
Pgs - 5
D.L. 1.m.*

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): 16-417

Amendment No.: 2 AMS Version No.: 18

Effective Date: 7/1/18 New Termination Date: 6/30/19

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 507,523.44

Is 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, Health Profession Opportunity Grant and Pima County General Funds

Funding from General Fund? Yes No If Yes \$ 59,000.00 % _____

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 Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: *Charles...*

Deputy County Administrator Signature/Date: *[Signature]* 6/11/18

County Administrator Signature/Date: *[Signature]* 6/11/18
(Required for Board Agenda/Addendum Items)

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

Program Name: Workforce Veterans and Innovation 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-16-417

Amendment No: 02

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

CONTRACT
NO. <u>CT-CS-16-417</u>
AMENDMENT NO. <u>02</u>
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 Subrecipient Contractor

Match Indirect Costs

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
DI16-002120	2017	17.258	WIOA-Adult	\$776,736,000.00	\$2,052,758.00
DI16-002120	2017	17.278	WIOA-Dislocated Worker	\$1,015,530,000.00	\$3,261,667.00
DI16-002120	2017	17.259	WIOA-Youth	\$831,842,000.00	\$2,213,733.00
PCC2015-2020	2017	93.093	HPOG	\$58,000,000.00	\$593,993.00
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:	\$502,104.00
Term Prior Amendment:	06/30/18	Prior Amended Amount:	\$497,572.00
Term This Amendment	06/30/19	Amount This Amendment:	\$507,523.44
		Revised Contract Amount:	\$1,507,199.44

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 veterans and innovation services.

AMENDMENT TWO

- A. County, as Grantee, received federal Workforce Innovation and Opportunity Act, Pub.L.113-128 (“WIOA”) grant funds for the operation of the Pima County ARIZONA@WORK Career Center System Workforce Program. The WIOA grant ends June 30, 2020.
- B. Awardee provides eligible services as a Subrecipient of the WIOA grant.

- C. County, as Grantee, received grant funds from the U.S. Department of Labor (“USDOL”) – Veterans Employment and Training Services (“VETS”) for the Homeless Veterans Reintegration Program (“HVRP”).
- D. County is also the Subrecipient of Health Profession Opportunity Grant (“HPOG”) funds from Pima Community College and is authorized to pass those funds along to Awardee for eligible services.
- E. The Pima County Board of Supervisors finds that that extending this Contract will improve employment opportunities for Pima County veterans and is in the best interests of the veterans of Pima County.
- F. Funds have been awarded to County from the WIOA, HPOG and HVRP grants for services in FY2018-2019.
- G. County has reviewed Awardee’s performance of the services and finds it satisfactory.

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

1. SECTION 1.0 – TERMS AND EXTENSIONS, paragraph 1.1 is amended as follows:

1.1 The termination date is changed:

FROM: June 30, 2018

TO: June 30, 2019

1.2 The number of available renewals is changed:

FROM: three (3) additional years or any portion thereof

TO: two (2) additional years or any portion thereof

2. SECTION 3.0 – COMPENSATION AND PAYMENT is amended as follows:

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

FROM: \$999,676.00

TO: \$1,507,199.44

2.2 Paragraph 3.2 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 by Grant
WIOA Grant	\$465,104.00	\$459,832.00	\$481,350.44	\$1,406,286.44
HPOG	\$37,000.00	\$37,740.00	\$2,000.00	\$76,740.00
HVRP	-0-	-0-	\$24,173.00	\$24,173.00
Allocated Amount TOTAL	\$502,104.00	\$497,572.00	\$507,523.44	\$1,507,199.44

3. SECTION 4.0 – INSURANCE, Paragraph 4.2 is amended as follows:

3.1. Paragraph 4.2.1.1, the level of Commercial General Liability insurance for “Each Occurrence” is increased:

FROM: \$1,000,000.00

TO: \$2,000,000.00

3.2. Paragraph 4.2.3.2, the level of Employers' Liability insurance for:

3.2.1. "Each Accident" is increased:

FROM: \$ 500,000.00

TO: \$1,000,000.00

3.2.2. "Disease – Each Employee" is increased:

FROM: \$ 500,000.00

TO: \$1,000,000.00

3.3 **Awardee must provide new Certificates of Insurance** to County with proof of the increased coverage set forth in paragraphs 3.1 and 3.2 above.

4. **SECTION 27.0 – COORDINATION** is amended to add the following:

Awardee's contacts in this regard will be:

Adult Workforce Development Services: Michael Gates, 724-5063, Michael.Gates@pima.gov.

Dislocated Worker Workforce Development Services: Peggy Castano, 724-6706, Peggy.Castano@pima.gov.

5. **EXHIBIT A, SECTION 8 – BUDGET** is amended as follows:

5.1. **Paragraph 8.1**, the table is deleted in its entirety and replaced with the following:

Budget Line Item	Expenditures 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
Salary and Fringe (No overtime)	\$472,243.00	\$462,155.00	\$471,398.10
Staff Development	\$2,250.00	\$2,448.00	\$2,496.96
Travel	\$13,301.00	\$15,104.00	\$15,406.08
Equipment	-0-	\$408.00	\$260.10
Supplies	-0-	\$255.00	\$416.16
Communications	-0-	\$498.00	\$507.96
Space	-0-	\$2,109.00	\$2,151.18
Other Operating	\$14,310.00	\$14,595.00	\$14,886.90
TOTAL	\$502,104.00	\$497,572.00	\$507,523.44

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5.2 Paragraph 8.4 is added to read:

The projected use of WIOA Adult, WIOA Dislocated Worker, WIOA Youth, HPOG, HVRP and Pima County General funds, by activity, is set forth in **Exhibit A** (one (1) page) of this Amendment 2.


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:

AWARDEE:

Chairman, Pima County Board of Supervisors



Authorized Signature

Date: _____

MIGUEL E ROJAS, Board Chair.
Printed Name & Title

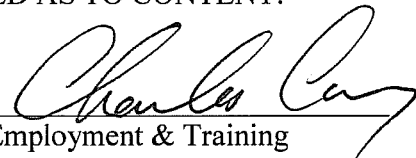
ATTEST:

Date: 8/17/18

Clerk of the Board

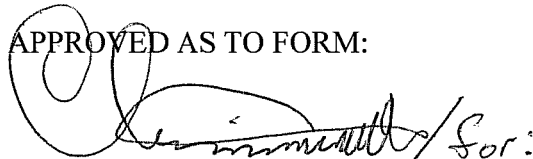
Date

APPROVED AS TO CONTENT:



Director, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney

EXHIBIT A

PROJECTED LINE ITEM EXPENDITURES BY FUNDING SOURCE

For contract term July 1, 2018 through June 30, 2019

July 1, 2018 – June 30, 2019							
Budget Line Item	Projected WIOA Adults	Projected WIOA Dislocated Workers	Projected WIOA Youth	Projected HPOG	Projected HVRP	Projected Pima County General Funds	TOTAL
Salary and Fringe (No overtime)	\$132,276.57	\$236,790.24	\$23,220.54	\$1,857.67	\$22,452.70	\$54,800.43	\$471,398.15
Staff Development	\$700.66	\$1,254.26	\$123.00	\$9.84	\$118.93	\$290.27	\$2,496.96
Travel	\$4,323.03	\$7,738.72	\$758.87	\$60.70	\$733.79	\$1,790.96	\$15,406.07
Equipment	\$73.02	\$130.70	\$12.81	\$1.02	\$12.30	\$30.24	\$260.09
Supplies	\$116.78	\$209.04	\$20.50	\$1.64	\$19.82	\$48.38	\$416.16
Communications	\$142.61	\$255.27	\$25.02	\$2.00	\$24.00	\$59.05	\$507.95
Space	\$603.63	\$1,080.57	\$105.96	\$8.48	\$102.46	\$250.07	\$2,151.17
Other Operating	\$4,177.38	\$7,477.96	\$733.30	\$58.65	\$709.00	\$1,730.60	\$14,886.89
Total Operating Budget	\$142,413.68	\$254,936.76	\$25,000.00	\$2,000.00	\$24,173.00	\$59,000.00	\$507,523.44

END EXHIBIT A OF AMENDMENT 2