



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: April 16, 2024

\* = Mandatory, information must be provided

or Procurement Director Award:

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

Tucson Youth Development Inc

**\*Project Title/Description:**

Summer Youth Short-Term Work Experience and Basic Education

**\*Purpose:**

Contractor will provide Short-term Work Experience with employers offering jobs that may lead to future self-sufficiency. This amendment will provide additional funding for the period of May 15, 2024 to May 14, 2025.

Attachment: Contract Number CT-CR-22-339 (Amendment 2)

**\*Procurement Method:**

This Contract is a non-Procurement contract and not subject to Procurement rules.

**\*Program Goals/Predicted Outcomes:**

Contractor will serve up to 50 total youth and young adults in the Short-Term Work Experience Program.

Participants will:

- Successfully complete at least 90% of scheduled work hours.
- Attain at least 80% proficiency in work readiness skills.

**\*Public Benefit:**

The benefit of the program is it 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:**

Reports on the number of youth and young adults participating in the program, outcome of pre- and post-testing, and completion results.

**\*Retroactive:**

No.

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THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

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): 22-339
Amendment No.: 2 AMS Version No.: 9
Commencement Date: 5/15/24 New Termination Date: 5/14/25
Prior Contract No. (Synergen/CMS): N/A

Expense Revenue Increase Decrease Amount This Amendment: \$ 127,251.08

Is there revenue included? Yes No If Yes \$ \_\_\_\_\_

\*Funding Source(s) required: Pima County General Funds

Funding from General Fund? Yes No If Yes \$ 127,251.08 % 100

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: [Signature]

Date: 3/28/2024

Deputy County Administrator Signature: [Signature]

Date: 29 Mar 2024

County Administrator Signature: [Signature]

Date: 3/29/2024

**Pima County Department of Community & Workforce Development**

**Project:** Summer Youth Short-Term Work Experience and Basic Education

**Contractor:** Tucson Youth Development Inc  
1901 N. Stone Avenue  
Tucson, AZ 85705

**Contract No.:** CT-CR-22-339

**Contract Amendment No.:** 02

|                                   |                     |                          |              |
|-----------------------------------|---------------------|--------------------------|--------------|
| Original Contract Term:           | 05/15/22 – 05/14/23 | Orig. Contract Amount:   | \$163,721.64 |
| Termination Date Prior Amendment: | 5/14/24             | Prior Amendments Amount: | \$127,251.08 |
| Termination Date This Amendment:  | 5/14/25             | This Amendment Amount:   | \$127,251.08 |
|                                   |                     | Revised Total Amount:    | \$418,223.80 |

**PROFESSIONAL SERVICES CONTRACT AMENDMENT TWO**

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

**1. Background and Purpose.**

1.1 Background. On May 15, 2022, County and Contractor entered into the above referenced agreement to provide Summer Youth Short-Term Work Experience and Basic Education.

1.2 Purpose. County requires additional workforce development services to Pima County youth.

**2. Term.** The County is exercising the second extension option to renew the contract for one additional year commencing on May 15, 2024, and terminating on May 14, 2025. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

**3. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section 5.2, is increased by \$127,251.08. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$418,223.80.

**4. Scope of Services.** The parties have revised the Budget 9.0 as follows:

Program budget for May 15, 2024 through August 31, 2024

| <b>Budget Line Item</b>                                   | <b>Amount allocated</b> |
|---|-------------------------|
| Salary and Fringe (No overtime)                           | \$8,037.12              |
| Travel  | \$750.00                |
| Equipment   | -0-                     |
| Supplies  | \$750.00                |
| Space   | -0-                     |
| Communication   | \$300.00                |
| Contractual   | -0-                     |
| Other Operating   | \$10,780.16             |
| <b>Subtotal</b>   | <b>\$20,617.28</b>      |
| STWX participant payments (\$15.75/hour plus 9.2% fringe) | \$106,633.80            |
| <b>TOTAL</b>  | <b>\$127,251.08</b>     |

