



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

Award Contract Grant

Requested Board Meeting Date: July 3, 2018

* = Mandatory, information must be provided

or Procurement Director Award

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

Catholic Community Services of Southern Arizona, Inc. formerly known as Catholic Community Services of Southern Arizona, Inc. dba Catholic Social Services

***Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs. Provide emergency food to eligible low-income households. The original contract may be found under CT-17*417. Search for contract number 17%417 in eContracts.

***Purpose:**

CSBG funds will be used to provide social services to eligible individuals and families to assist in alleviating poverty, revitalizing communities and empowering low-income families to becoming self-sufficient. This amendment will provide additional funding for the period July 1, 2018 to June 30, 2019.

Attachment: Contract Number CT-CS-17-417 (Amendment 1). The new contract number is CT-CS-18-471.

***Procurement Method:**

RFP No. CAA-CSBG-2017-05 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Catholic Social Services will provide emergency food to 100 households and food boxes to 150 households.

***Public Benefit:**

The benefit of the program is it helps support the safety and well-being of low-income families.

***Metrics Available to Measure Performance:**

All activities and information sources in the management, fiscal, and service system of Awardee and any subcontracted parties, relating to performance of duties and obligations under this Contract are monitored. Quarterly reports on the National Results Oriented Management Accountability (ROMA)/National Performance Indicators and progress reports on each household and individual served.

***Retroactive:**

Yes. The amendment processing was delayed due to procurement issues.

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Addendum

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): 18-471

Amendment No.: 1 AMS Version No.: 1

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

Prior Contract No. (Synergen/CMS): 17-417

Expense or Revenue Increase Decrease Amount This Amendment: \$ 16,928.00

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

***Funding Source(s) required:** Community Services Block Grant

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): _____

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: *Cheryl Bay* 6/20/18

Deputy County Administrator Signature/Date: *[Signature]* 6/24/18

County Administrator Signature/Date: *C. B. [Signature]* 6/25/18
(Required for Board Agenda/Addendum Items)

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

Program Name: Community Services Block Grant (CSBG) –
Emergency Needs

Awardee: Catholic Community Services of Southern
Arizona, Inc.
dba Catholic Social Services
140 W Speedway Blvd #130
Tucson, AZ 85705

DUNS: 114439730

SAM Registration Date: 3/27/18

Contract No: CT-CS-17-417

Amendment No: 01

Funding: CSBG

CONTRACT

NO. CT-CS-18-471

AMENDMENT NO. 01

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

Awardee is a Subrecipient Contractor

Match Indirect Costs

ADES Contract No. 15-089143 Award Date: 2018

CFDA	Program Description	National Funding	Pima County Award
93.569	CSBG	\$674,000,000.00	\$795,288.00

Original Contract Term:	07/01/17 – 06/30/18	Orig. Contract Amount:	\$16,928.00
Term This Amendment	6/30/19	Amount This Amendment:	\$16,928.00
		Revised Contract Amount:	\$33,856.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and Catholic Community Services of Southern Arizona, Inc. dba Catholic Social Services (“Awardee”), a non-profit corporation registered to do business in the State of Arizona, have entered into the above-referenced Agreement to provide community services to eligible low-income households.

AMENDMENT ONE

- A. Pursuant to the Community Services Block Grant Act (“CSBG”), 42 U.S.C. §9901 *et seq.*, the U.S. Department of Health and Human Services (“HHS”) makes funds available for local programs to combat poverty and provide services for low income individuals.
- B. County has been awarded CSBG funds from the Arizona Department of Economic Security, Division of Aging and Adults Services for services in FY2018-2019.
- C. Awardee formerly known as Catholic Community Services of Southern Arizona, Inc. dba Catholic Social Services is now Catholic Community Services of Southern Arizona, Inc. The new Contract Number is CT-CS-18-471.
- D. The Pima County Board of Supervisors finds that extending this Agreement to provide emergency food is in the best interests of the residents of Pima County.

- E. County has reviewed Awardee's performance of the services and finds it satisfactory.
- F. Parties agree to extend the Contract for the provision of services from July 1, 2018 through June 30, 2019.

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

1. SECTION 1.0 – TERM, EXTENSIONS AND AMENDMENTS, is amended as follows:

1.1. **Paragraph 1.1** is amended to change the termination date:

FROM: June 30, 2018

TO: June 30, 2019

1.2. **Paragraph 1.2** is amended to acknowledge that there are no remaining Extension Options.

2. SECTION 3.0 – COMPENSATION AND PAYMENT, Paragraph 3.1 is amended to increase "the Maximum Allocated Amount":

FROM: \$16,928.00

TO: \$33,856.00

2. SECTION 25.0 – COORDINATION is amended to add the following:

Awardee's contact in this regard will be:

Manira Cervantes

520-724-5710

Manira.Cervantes@pima.gov

3. EXHIBIT A – SCOPE OF WORK is amended as follows:

3.1. **SECTION 5 – OUTCOMES – AWARDEE**, paragraph 5.4 (ROMA Goal 6), is deleted in its entirety and replaced with the following:

NPI	Emergency Assistance	Agency Specific Goals (Households served)
6.2.A	Emergency Food	100

NPI	Service Counts	Agency Specific Goals (Households served)
6.5.A	Food Boxes	150

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PIMA COUNTY

COMMUNITY SERVICES

COMMUNITY ACTION AGENCY 2019 FEDERAL POVERTY INCOME GUIDELINES

Gross Monthly Income

To be used to determine eligibility for Community Services Block Grant Funds (CSBG)
Effective July 1, 2018 – June 30, 2019

Family Size	125%	150% 60 & Older or Disabled in Household
1	\$1,264	\$1,517
2	\$1,714	\$2,057
3	\$2,164	\$2,597
4	\$2,614	\$3,137
5	\$3,064	\$3,677
6	\$3,514	\$4,217
7	\$3,964	\$4,757
8	\$4,414	\$5,297
9	\$4,864	\$5,837
10	\$5,314	\$6,377
11	\$5,764	\$6,917
12	\$6,214	\$7,457

For each additional Household Member Add:

\$450

\$540

Figures derived from information dated March 28, 2018 from Arizona Department of Economic Security, Division of Aging & Adult Services Community Services Unit.

I, _____, declare that I meet the above income guidelines under Household Size _____. I am also aware of the Agency's Grievance Procedures, Confidentiality Policy, and Release of Information Policy.

Signature & Date

COMMUNITY SERVICES, EMPLOYMENT AND TRAINING DEPARTMENT

2797 E. Ajo Way
Tucson, AZ 85713

(520) 724-7700 • Fax (520) 724-6796

