



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 06/06/2023

or Procurement Director Award:

* = Mandatory, information must be provided

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

CBS Consulting Group

***Project Title/Description:**

Professional Grant Writing Services

***Purpose:**

This contract provides for professional Grant Writing Services for competitive and formula grants. The purpose of this amendment is to increase contract \$55,000.00 with a not-to-exceed amount of \$126,404.00 and extend the for another term.

***Procurement Method:**

Direct Select per Board of Supervisors Policy D29.6, III-C

***Program Goals/Predicted Outcomes:**

The predicted outcomes for this contract is to continue applying for new and continuing, federal, state, and local grant funds to enhance Pima County Attorney's Office's ability to reduce crime by holding offenders accountable; supporting victims; and implementing prevention crime programs.

***Public Benefit:**

The use of grant funded money provides supplemental funding for various criminal justice programs and core services including crime prevention, criminal prosecution, and victim services, saving local tax payer dollars. Historically, the County Attorney's Office receives on average \$4 million worth of grant funding annually.

***Metrics Available to Measure Performance:**

Payment net: 30 days billed quarterly.
Competitive Proposals for additional work will be billed at a rate of \$50 per hour.

***Retroactive:**

No.

TO: COB 5-22-23 (1)
Vers.: 5
Pgs.: 2

MAY 22 23 AM 10:56 PD

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: PCA Contract Number (i.e., 15-123): 22-375

Amendment No.: 2 AMS Version No.: 5

Commencement Date: 07/01/2023 New Termination Date: 06/30/2024

Prior Contract No. (Synergen/CMS): _____

Expense Revenue Increase Decrease

Amount This Amendment: \$ 55,000.00

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

*Funding Source(s) required: Pima County Attorney's Office- Anti-Racketeering Fund

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: Star Romero

Department: Pima County Attorney's Office

Telephone: 724-6000

Department Director Signature: [Signature]

Date: 5/16/23

Deputy County Administrator Signature: [Signature]

Date:

County Administrator Signature: [Signature]

Date: 5/18/23

Pima County Attorney Office

Project: Professional Grant Writing Services

Contractor: CBS Consulting Group

**P.O.Box1624
Green Valley, Arizona 85622**

Contract No.: CT-PCA-22-375

Contract Amendment No.: [2]

Orig. Contract Term: 07/01/2022 – 06/30/2023	Orig. Amount:	\$ 70,000.00
Termination Date Prior Amendment: 06/30/2023	Prior Amendments Amount:	\$ 1,404.00
Termination Date This Amendment: 06/30/2024	This Amendment Amount:	\$ 55,000.00
	Revised Total Amount:	\$ 126,404.00

CONTRACT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On July 01, 2022, County and Contractor entered into the above referenced contract to provide professional grant-writing services.

Purpose. County requires continuing grant-writing services from Contractor.

2. Term. The County is exercising the first extension option to renew the contract for one additional year commencing on July 1, 2023, and terminating on June 30, 2024. 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 is increased by \$55,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$126,404.00.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Cindy Nguyen

Cindy Nguyen, Deputy County Attorney

5/12/23

Date

CONTRACTOR

Cheryl Brown-Santiago

Authorized Officer Signature

CHERYL BROWN-SANTIAGO

Printed Name and Title
CBS CONSULTING GROUP PRINCIPAL
5/16/23

Date

APPROVED AS TO CONTENT

Arika Wells

Arika Wells, Legal Administrator

5/16/23

Date