



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

Award  Contract  Grant

Requested Board Meeting Date: February 20, 2018

\* = Mandatory, information must be provided

or Procurement Director Award

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

The Center for Life Skills Development, LLC

**\*Project Title/Description:**

Behavioral Health Counseling Services. The original contract may be found under CT-17\*314. Search for contract number 17%314 in eContracts.

**\*Purpose:**

Provide behavioral health counseling to address a variety of barriers to work. The amendment is to increase funds and extend the term date for another year allowing for the services to be available to eligible participants.

Attachment: Contract Number CT-CS-17-314

**\*Procurement Method:**

RFP-CSET-BHC -2017-04 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

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

The Center for Life Skills Development, a subrecipient, will help referred ARIZONA@WORK participants identify and address a variety of barriers to work, including anxiety, depression, anger, low self-esteem, addiction, resistance to authority, and parenting difficulties to aid in employment success.

**\*Public Benefit:**

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 participant's treatment within three business days of participant's last session.

**\*Retroactive:**

No.

*To: CoB- 1-24-18  
Pgs - - 2 (1)*

Procure Dept 01/24/18 10:57

**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

**\*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): 17-314

Amendment No.: 01 AMS Version No.: 4

Effective Date: 4/1/18 New Termination Date: 3/31/19

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense or  Revenue  Increase  Decrease Amount This Amendment: \$ 5,000.00

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

**\*Funding Source(s) required:** U.S. Department of Labor Innovation and Opportunity Act, Arizona Department of Economic Security (ADES) and Pima County General Funds

Funding from General Fund?  Yes  No If Yes \$ 1,000.00 % 20

**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 Long* 1/16/18

Deputy County Administrator Signature/Date: *Steve* 1/16/18

County Administrator Signature/Date: *C. DeLubau* 1/23/18

*(Required for Board Agenda/Addendum Items)*

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

Program Name: Behavioral Health Counseling Services

Awardee: The Center for Life Skills Development, L.L.C.  
2001 W. Orange Grove Rd., Ste. 612  
Tucson, AZ 85704

Contract No: CT-CS-17-314

Amendment No: 01

Funding: U.S. Department of Labor Workforce  
Innovation and Opportunity Act (WIOA),  
Arizona Department of Economic Security  
(ADES) and Pima County General Funds

<b>CONTRACT</b>
NO. <u>CT-CS-17-314</u>
AMENDMENT NO. <u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.

CFDA	Program Description	National Funding	Pima County Award
17.258	WIOA-Adult	\$776,736,000.00	\$2,053,646.00
17.278	WIOA-Dislocated Worker	\$1,015,530,000.00	\$4,032,529.00
17.259	WIOA-Youth	\$831,842,000.00	\$2,325,706.00

Is this a Research and Development Contract: No

Awardee is a Subrecipient  Contractor

Original Contract Term:	04/01/17 – 03/31/18	Orig. Contract Amount:	\$5,000.00
Term Prior Amendment:	N/A	Prior Amended Amount:	N/A
Term This Amendment	03/31/19	Amount This Amendment:	\$5,000.00
		Revised Contract Amount:	\$10,000.00

Pima County, a body politic and corporate of the State of Arizona ("County") and The Center for Life Skills Development, L.L.C., a corporation registered to do business in the State of Arizona ("Awardee") have entered into the above-referenced contract to provide behavioral health counseling services.

**AMENDMENT ONE**

- A. County, as Grantee, receives federal WIOA grant funds and provides them to subrecipients to provide eligible services. The WIOA grant ends June 30, 2020.
- B. The Pima County Board of Supervisors finds that extending this Contract is in the best interests of the residents of Pima County.

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

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

1.1 The termination date is changed:

FROM: March 31, 2018

TO: March 31, 2019

1.2 The number of available renewals is changed:

FROM: four (4) additional years or any portion thereof

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

**2. SECTION 3.0 – COMPENSATION AND PAYMENT**

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

FROM: \$5,000.00

TO: \$10,000.00

Funding Source	April 1, 2017 – March 31, 2018	April 1, 2018 – March 31, 2019	Maximum Amount Allocated
U.S. Dept. of Labor/AZ Dept. of Economic Security	\$4,000.00	\$4,000.00	\$8,000.00
Pima County General Funds	\$1,000.00	\$1,000.00	\$2,000.00
<b>Allocated Amount</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>

2.2 Paragraph 3.4.4.4, the last sentence is amended to read:

Time sheets must show the days and hours worked and must be signed by the employee and the employee's immediate supervisor with direct knowledge of the employee's efforts.

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:

AWARDEE:

\_\_\_\_\_  
Chair, Pima County Board of Supervisors

Roberta Lewusz  
Authorized Signature

Date: \_\_\_\_\_

Roberta Lewusz, Owner  
Printed Name & Title

ATTEST:

Date: 1/8/18

\_\_\_\_\_  
Clerk of the Board Date

APPROVED AS TO CONTENT:

Charles Gray  
Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar  
Karen S. Friar, Deputy County Attorney