



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

Requested Board Meeting Date: June 20, 2017

or Procurement Director Award

Contractor/Vendor Name (DBA): CODAC Health, Recovery & Wellness, Inc.

Project Title/Description:

United States Housing and Urban Development (USHUD) Continuum of Care Program (CoC) - Project Advent, a rapid rehousing program for people experiencing homelessness in Pima County.

Purpose:

This amendment with CODAC Health, Recovery & Wellness, Inc., a subrecipient under Project Advent, is designed to assist at least 50 homeless families, individuals, and veterans to become self-sufficient through the Sullivan Jackson Employment Center for the Homeless (SJEC) during the period July 1, 2017 to June 30, 2018.

A standardized assessment tool is used to match participants to SJEC. Program participants then enter Rapid Rehousing through CODAC. Once housing is stabilized, CODAC works with participants to ensure children are in school, access to food sources are available, and household items are obtained. SJEC then begins to work with participants to obtain full-time employment. After clients find work, they begin to contribute toward the rent with the goal of becoming self-sufficient within six months.

Procurement Method:

RFP-CSET-2015-3

Program Goals/Predicted Outcomes:

CODAC Health, Recovery & Wellness, Inc. will provide Rapid Rehousing to a minimum of 50 participants (a homeless family is considered one participant). All program participants will complete Employability Skills Training and at least 70% will obtain unsubsidized housing after completing the program.

Public Benefit:

The Project Advent program provides a method for homeless individuals and families to obtain housing and employment.

Metrics Available to Measure Performance:

As a USHUD program, metrics are measured through the Homeless Management Information System (HMIS).

Retroactive:

No

JUN0517P0155P01KCFB



To: COB- 6-9-17 (1)
yjs- 3
Addendum

Original 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): THIS SECTION IS NOT REQUIRED FOR AMENDMENTS

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? Yes No Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? Yes No Not Applicable to Grant Awards

Vendor is using a Social Security Number? Yes No Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 16-303

Amendment No.: 2 AMS Version No.: 5

Effective Date: 6/20/17 New Termination Date: 6/30/18

Expense Revenue Increase Decrease Amount This Amendment: \$ 141,290.00

Funding Source(s): United States Housing and Urban Development (USHUD)-Continuum of Care (CoC) Program

Cost to Pima County General Fund: None

Contact: Rise Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: Man M. Lopez, designee

Deputy County Administrator Signature/Date: [Signature] 6/8/2017

County Administrator Signature/Date: [Signature] 6/8/17
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING DEPARTMENT
SULLIVAN JACKSON EMPLOYMENT CENTER (SJEC)
PROFESSIONAL SERVICES CONTRACT**

Program Name: United States Housing and Urban
Development Continuum of Care Program –
Project Advent

Awardee: CODAC Health, Recovery & Wellness, Inc.
1650 E. Ft. Lowell Rd, Suite 202
Tucson, AZ 85719

Contract No: CT-CS-16-303

Amendment No: 02

Funding: United States Housing and Urban
Development (USHUD)-Continuum of Care
(CoC) Program

CONTRACT

NO. CT-CS-16-303

AMENDMENT NO. 02

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

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$136,706.00
Term Prior Amendment:	N/A	Prior Amended Amount:	\$ 4,584.00
Term This Amendment	06/30/18	Amount This Amendment:	\$141,290.00
		Revised Contract Amount:	\$282,580.00

Pima County, a body politic and corporate of the State of Arizona ("County") and CODAC Health, Recovery & Wellness, Inc., a non-profit corporation registered to do business in the State of Arizona ("Awardee") have entered into the above-referenced contract to provide supportive services and rental assistance to the homeless in Pima County.

AMENDMENT TWO

- A. Funding for the contract is from the United States Housing and Urban Development ("HUD").
- B. HUD has awarded additional CoC Program funds for an additional year of Project Advent case management, housing assistance, transportation and other supportive housing services to the homeless.
- C. The Pima County Board of Supervisors finds that it is in the best interests of the residents of Pima County to provide another year of Project Advent services.
- D. County has reviewed Awardee's performance and finds it satisfactory.

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: June 30, 2017

TO: June 30, 2018

- 1.2 The number of available renewals is changed:
 FROM: four (4) 12-month periods or any portion thereof
 TO: three (3) 12-month periods or any portion thereof

2. **SECTION 3.0 – COMPENSATION AND PAYMENT**, paragraph 3.1 is deleted in its entirety and replaced with the following:

- 3.1 In consideration for the services specified in **Exhibit A** of this Contract, County agrees to pay Awardee as follows:

Dates of Services	Amount allocated
July 1, 2016 – June 30, 2017	\$141,290.00
July 1, 2017 – June 30, 2018	\$141,290.00
Maximum Allocated Amount	\$282,580.00

Any funds not expended by June 30 of the current calendar year, must be returned to County.

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

- 3.1 **SECTION 2 - PROGRAM ACTIVITIES – AWARDEE**, Section 2 – Case Management is amended as follows:

- 3.1.1 Paragraph 2.1.3 is deleted in its entirety and replaced with the following:

Mileage, at approved county rate, for visiting and monitoring program participants.

- 3.1.2 Paragraph 2.1.4.3 -- Housing Assistance is amended as follows:

- 3.1.2.1 The first sentence of paragraph 2.1.4 is deleted and replaced with the following:

Awardee will provide assistance in the selection of RRH to the number of participants set forth in paragraph 5.1 below. RRH selected must be appropriate to the individual’s household size, needs, and potential earned income.

- 3.1.2.2 Paragraph 2.1.4.3, the second sentence is deleted in its entirety and replaced with the following:

Rental payments by program participants paid directly to the landlord are not to be considered “match” with regards to the cash match requirements of Continuum of Care (CoC) programs.

3.2 **SECTION 5 – PROGRAM GOALS/PREDICTED OUTCOMES**, paragraph 5.1 is deleted in its entirety and replaced with the following:

- 5.1 Awardee will provide RRH, case management and associated services to participants as follows (a homeless family is considered one (1) participant).

Period of Service	Minimum number of participants served
July 1, 2016 – June 30, 2017	50
July 1, 2017 – June 30, 2018	50
Total served	100

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

3.3 SECTION 6 – BUDGET, paragraph 6.1 is amended to add:

For services provided **July 1, 2017 through June 30, 2018**, Awardee will be paid in accordance to the following table:

BUDGET LINE ITEM	AMOUNT
Case Management	\$32,000.00
Rental Assistance	\$97,512.00
Transportation	\$1,155.00
Moving costs	\$3,000.00
Utility Deposits	\$3,000.00
Administrative Costs	\$4,623.00
Total Program Budget	\$141,290.00

Any 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:

Chair, Pima County Board of Supervisors

Laura J. Kolb
Authorized Signature

Date: _____

Laura J. Kolb Sr VP Admin Svc
Printed Name & Title

ATTEST:

Date: 3-27-17

Clerk of the Board Date

APPROVED AS TO CONTENT:
Charles Carr
Director, Employment & Training

APPROVED AS TO FORM:
Karen S. Friar
Karen S. Friar, Deputy County Attorney