



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 08/05/2025

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

Community Bridges, Inc.

**\*Project Title/Description:**

Implementation of the Felony Drug Diversion Program by ensuring access to needs-based drug treatment and wraparound recovery support services.

**\*Purpose:**

Continuation for a case manager who will coordinate referrals, procure and deliver "wraparound recovery support services" that meet each Felony Drug Diversion Program participant's individual recovery needs and keep detailed records of these referrals, procurements, and services delivered.

**\*Procurement Method:**

Direct Select: Board of Supervisors Policy D29.6, subsection C

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

To identify the factors associated with the recidivism of each program participant, to coordinate referrals in order to procure and deliver "wraparound support services" that meet the individual recovery needs for each program participant, which will help assist in the continued evaluation and development of the program.

**\*Public Benefit:**

The Felony Drug Diversion Program reduces recidivism, saves millions of taxpayer dollars, saves lives and reunites families.

**\*Metrics Available to Measure Performance:**

The Pima County Attorney's Office will review and approve invoices to monitor services provided under this agreement to meet the required needs of the program.

**\*Retroactive:**

Yes. Due to turn over within the department's finance unit the final steps of the amendment approval were not completed previously and the oversight was only recently discovered.

TO: COB, 7-15-25(1)  
vers: 1  
pgs: 5

JUL14'25#1100PO

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: PO Department Code: PCA Contract Number (i.e., 15-123): PO-CT 24\*233  
Amendment No.: 1 AMS Version No.: 1  
Commencement Date: 1/1/2025 New Termination Date: 12/31/2025  
Prior Contract No. (Synergen/CMS): CT-PCA-24\*233

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ 0.00

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

**\*Funding Source(s) required:** Arizona Criminal Justice Commission Pre-Trial Intervention Funding

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 \$ \_\_\_\_\_ % \_\_\_\_\_

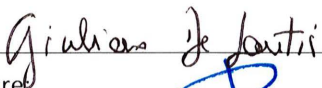

**\*Funding Source:** \_\_\_\_\_

**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Rachel Welshans

Department: Pima County Attorney's Office

Telephone: (520) 724-5728

Department Director Signature:  Date: 01/11/2025  
Deputy County Administrator Signature:  Date: \_\_\_\_\_  
County Administrator Signature: \_\_\_\_\_ Date: 7/11/2025

**Pima County Attorney's Office**

**Project: Implementation of the Felony Drug Diversion Program by Ensuring Access to Needs-Based Drug Treatment and Wraparound Recovery Support Services**

**Contractor: Community Bridges, Inc.**  
250 South Toole Avenue  
Tucson, AZ, 85701

**Contract No.: PO-CT\_24\*233**

**Contract Amendment No.: 1**

<b>Orig. Contract Term:</b> 01/01/2024-12/31/2024	<b>Orig. Amount:</b>	\$100,000.00
<b>Termination Date Prior Amendment:</b> N/A	<b>Prior Amendments Amount:</b>	\$ 0.00
<b>Termination Date This Amendment:</b> 12/31/2025	<b>This Amendment Amount:</b>	\$ 0.00
	<b>Revised Total Amount:</b>	\$100,000.00

**CONTRACT AMENDMENT**

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

**1. Background and Purpose.**

1.1. Background. On January 1, 2024, County and Contractor entered into the above referenced agreement to provide Implementation of the Felony Drug Diversion Program by Ensuring Access to Needs-Based Drug Treatment and Wraparound Recovery Support Services

1.2. Purpose. County requires continuing services.

**2. Term.** The County is exercising the first extension option to renew the contract for one additional year commencing on January 1, 2025 terminating on December 31, 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. Scope of Services.** The parties have revised the Scope of Services as follows:

The parties have revised the Scope of Services as described in the attached **Exhibit A** (2 pages).

**4. Rates.** The parties have revised the Rates as follows:

The parties have revised the Rates as described in the attached **Exhibit B** (1 Page).

**Contract No.: PO-CT\_24\*233**

1

*Revised 9/19/24*

5. **Heat Injury and Illness Prevention and Safety Plan.** Pursuant to Pima County Procurement Code 11.40.030, Contractor hereby warrants that if Contractor's employees perform work in an outdoor environment under this Contract, Contractor will keep on file a written Heat Injury and Illness Prevention and Safety Plan. At County's request, Contractor will provide a copy of this plan and documentation of heat safety and mitigation efforts implemented by Contractor to prevent heat-related illnesses and injuries in the workplace. Contractor will post a copy of the Heat Injury and Illness Prevention and Safety Plan where it is accessible to employees. Contractor will further ensure that each subcontractor who performs any work for Contractor under this Contract complies with this provision.

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**

Kyle Johnson  
Deputy County Attorney

Kyle Johnson  
Print DCA Name

2/28/2025  
Date

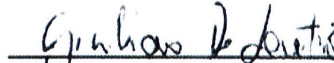
**CONTRACTOR**

  
Authorized Officer Signature

John Hogeboom President/CEO  
Printed Name and Title

03/27/2025  
Date

**APPROVED AS TO CONTENT**

  
Department Head

03/29/2025  
Date

**Exhibit A (2 pages)**  
**Scope of Services**  
**Commencement Date: January 1, 2025**

**Scope of Work for CBI and the Felony Diversion Program**

The Pima County Attorney's Office (PCAO) provides individuals who have been arrested for felony drug charges the opportunity to engage in diversion programming that will work to address substance use disorder, and other underlying issues related to the individual's social determinants of health causing them to come into contact with the criminal justice system. Felony diversion opportunities allow defendants to receive needed services and have their cases dismissed after completing the requirements of the program.

Community Bridges, Inc (CBI) has partnered with PCAO on multiple criminal justice reform efforts such as felony drug diversion and treatment court to provide a more holistic approach to prosecution. CBI is an integrative whole health agency that provides primary and psychiatric care, behavioral health wrap-around services, and housing services. In this agreement, CBI will provide case management services for felony drug diversion participants, as well as wrap-around services in order to assist participants with meeting the requirements of the felony drug diversion program. PCAO and CBI will maintain constant communication regarding participants' levels of progress, allowing cases to be processed in an efficient manner to benefit all parties involved.

**Responsibilities of PCAO**

1. Send referral information to CBI
2. Approve invoices or reject invoices or requests to purchase wraparound services within 5 business days.
3. Submit authorization and request for payment to the Pima County Finance Department within 30 days of receiving invoice from Contractor; and
4. Monitor contract compliance of Contractor.

**Responsibilities of Contractor:**

1. Employ and supervisor a case manager to serve Pima County Attorney's Office's Felony Drug Diversion Program
  - a. Communicate regularly with Diversion Program Coordinator regarding diversion participants' treatment progress and completion or disengagement from services.
    - i. This includes weekly meetings, in person for via phone call with Diversion Program Coordinator.
  - b. Facilitate participant's enrollment at an integrative health home agency where they can receive behavioral health case management services.
    - i. Participants may be enrolled at CBI, then referred to appropriate services at CBI or elsewhere.
    - ii. Participants may be enrolled with another integrative health home provider.
      1. In this case, participants may receive services from the provider of their choice, and case manager is expected to obtain a release of information from program participant and request timely updates on services received.
  - c. Communicate regularly with Felony Drug Diversion program participants to update treatment plans, biopsychosocial assessments, ASAMs, and other required documentation necessary for referral to needed treatment services.
  - d. Provide wrap around services to Felony Drug Diversion program participants related to the following, upon receiving written approval from the Diversion Supervisor:

- i. Transportation costs
  - 1. Bus passes
  - 2. Bicycles
  - 3. Gas cards/Uber
- ii. Employment
  - 1. Uniforms
  - 2. Shoes
  - 3. Other related items needed for employment may be purchased upon written approval from Diversion Supervisor.
  - 4. Behavioral Health Treatment
- iii. Education
  - 1. GED
  - 2. Literacy tutoring
- iv. Medical care
- v. Identification
  - 1. Driver's license
  - 2. ID documents
- vi. Childcare
- vii. Substance abuse related treatment services not covered by insurance.
- viii. Housing
  - 1. Rental assistance
  - 2. Downpayment assistance
  - 3. Halfway house or sober living home
  - 4. Complete coordinated entry process and any other relevant housing assessments if client homeless or housing insecure
- ix. Re-Engagement
  - 1. If there is a lack of contact with client for more than two weeks, provide their name to outreach to locate.

**Exhibit B (1page)**

**Rates**

**Administration of wrap-around services: \$6,500**

**Wrap-around services: \$92,361.76**

**Participant behavioral health services can be covered by wrap-around services line item if those services are not covered under the Arizona Health Cost Containment System (AHCCCS).**

**All wraparound services must have written approval from the PCAO Diversion Supervisor prior to purchase.**

**Payment Terms: Net 30 days**