



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 04/19/2022

or Procurement Director Award:

* = Mandatory, information must be provided

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

Nancy Chow

***Project Title/Description:**

Academic Tutoring Services

***Purpose:**

Contractor will provide one-to-one tutoring in math, English, social studies, and electives studies, to formerly out-of-school youth. Pima Vocational High School (PVHS) has been affected by the nationwide teacher shortage and turnaround within the school. This amendment will provide additional funds for the use of academic tutoring services, as needed, in various subjects, for the 2021-22 school year. The contract can be found in OnBase by searching Contracts CT-CR-21*353 (Formerly CT-CS-20*341) in Doc_ID_AMS.

Amendment (03) reason: addition of \$1,500.00 to existing contract, for the 2021-22 school year.

Attachment: Contract Number CT-CR-21*353 (Amendment 03)

***Procurement Method:**

Processed per Pima County Board of Supervisors Policy 29.6, III-A, RFP-CSET-PVHS-2020-01.

***Program Goals/Predicted Outcomes:**

Youth participants will improve their academic performance, sufficiently, to pass math, English Language Arts, social studies, and elective courses. Students will demonstrate mastery on state subject area tests and progress toward a high school diploma.

***Public Benefit:**

Youth participants will complete their high school education, improve skills needed to obtain sustainable employment, and continue onto post-secondary education, career training, and/or employment.

***Metrics Available to Measure Performance:**

The tutor will be evaluated by the PVHS program coordinator, by reviewing student academic improvement, measured by weekly comprehension assessments, course final exams, and state standardized tests.

***Retroactive:**

No.

TO: COB 4-6-2022 (1)
Vers: 7
pgs.: 2

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: CR Contract Number (i.e., 15-123): 21*353
Amendment No.: 03 AMS Version No.: 07
Commencement Date: 5/1/2022 to 07/01/2024 New Termination Date: 06/30/2022
Prior Contract No. (Synergen/CMS): CT-CS-20*341

Expense Revenue Increase Decrease Amount This Amendment: \$ 1,500.00

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

*Funding Source(s) required: State Equalization

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: Irene Moreno Telephone: 724-9745
Department: Community & Workforce Development

Department Director Signature: [Signature] Date: 5.30.22
Deputy County Administrator Signature: [Signature] Date: 4/6/2022
County Administrator Signature: [Signature] Date: 4/4/2022

Pima County Department of Community & Workforce Development (Pima Vocational High School)

Project: Academic Tutoring Services

Contractor: Nancy Chow
4977 N. Plaza Amor
Tucson, AZ 85704

Contract No.: CT-CR-21*353

Contract Amendment No.: Three (03)

Orig. Contract Term: 07/01/2020 - 06/30/2021	Orig. Amount:	\$ 35,000.00
Termination Date Prior Amendment: 06/30/2022	Prior Amendments Amount:	\$ 38,500.00
Termination Date This Amendment: 06/30/2022	This Amendment Amount:	\$ 1,500.00
	Revised Total Amount:	\$ 75,000.00

PROFESSIONAL SERVICE CONTRACT – AMENDMENT THREE

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

1. Background and Purpose.

1.1. Background. On July 1, 2020, County and Nancy Chow (“Contractor”) entered into the above referenced agreement to provide substitute teachers for Pima Vocational High School, (“PVHS”).

1.2. Purpose. County requires additional academic tutoring services for the 2021-2022 school year. This amendment will provide additional funds for tutoring services to support students during the 2021-2022 school year.

2. Term. The County is exercising the third extension option to add funds of \$1,500.00, commencing on May 1, 2022 and terminating on June 30, 2022.

3. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in section 5, is increased by \$1,500.00. Paragraph 5.2 is amended to increase the NTE amount from \$73,500.00 to \$75,000.00.

4. EXHIBIT B – Compensation and Payment. Paragraph 1.1 is amended to increase the number of hours from 1400 to 1460.

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

Signature page to follow

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

CONTRACTOR

Chair, Board of Supervisors

Nancy Chow

Nancy Chow, Owner

Date

3-30-2022

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

APPROVED AS TO CONTENT

Bobby Yu

Bobby H. Yu
Deputy County Attorney

Daniel P. Sullivan

Daniel Sullivan, Director
Community & Workforce Development

3-16-2022

Date

3-30-22

Date