



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 07/2/2024
or Procurement Director Award: ☐

**=Mandatory, information must be provided*

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

City Of Tucson

***Project Title/Description:**

Maintenance of the City of Tucson premises located at 201 N Stone-Amendment 4

***Purpose:**

Renewal of Agreement for the continued maintenance of City of Tucson premises located at 201 N. Stone

***Procurement Method:**

Exempt Per Section 11.04.020.

***Program Goals/Predicted Outcomes:**

To renew, for one year, Pima County's agreement with City of Tucson for maintenance of the Premises located at 201 N. Stone. County will at the request and expense of the City of Tucson, maintain and repair the property (exterior, interior, major building systems except for the City's cooling tower), in addition to providing other contracted services to the City of Tucson Premises.

***Public Benefit:**

Ongoing maintenance of building located at 201 N. Stone for the mutual benefit of City of Tucson and Pima County

***Metrics Available to Measure Performance:**

Properly functioning building and associated systems. Pima County will be reimbursed for all costs, including administrative costs, for providing services to the City of Tucson.

***Retroactive:**

Yes. Contract discussions, compilation of annual maintenance estimates for City of Tucson portion of the Building, along with internal contract review took longer than anticipated.

TO: COB, 6-18-24 (1)
Vers: 6
pgs: 4

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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: _____
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 partly funded with Federal Funds? ☐ Yes ☐ No
If Yes, Is the Contract to 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: CTN Department Code: FM Contract Number (i.e., 15-123): 17-221
Amendment No.: 4 AMS Version No.: 6
Commencement Date: 07/01/2024 New Termination Date: 06/30/2025
Prior Contract No. (Synergen/CMS): N/A
☐ Expense ☒ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$30,745.97
Is there revenue included? ☒ Yes ☐ No If Yes \$: \$30,745.97
Funding Source(s) required: Reimbursement from City of Tucson for County provided maintenance
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:
*Matching Funding from General Fund? ☐ Yes ☐ No If Yes, \$ _____ % _____
*Matching 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: Kevin Button Telephone: 520-724-8230
Department: Facilities Management

Department Director Signature: _____ Date: 6/12/2024
Deputy County Administrator Signature: _____ Date: 6/17/2024
County Administrator Signature: _____ Date: 6/17/2024

Pima County Department of Facilities Management

Project: Maintenance of the City of Tucson premises located at 201 N Stone-Amendment 4

Contractor: City Of Tucson

Contract No.: CTN-FM-17-221

Contract Amendment No.:04

Orig. Contract Term:	07/01/2017 - 06/21/2019	Orig. Amount:	\$276,786.40
Termination Date Prior Amendment:	06/30/2024	Prior Amendments Amount:	\$452,330.00
Termination Date This Amendment:	06/30/2025	This Amendment Amount:	\$ 30,745.97
		Revised Total Amount:	\$759,862.37

AMENDMENT FOUR

This fourth amendment ("**Amendment**") is made by and between Pima County, a political subdivision of the State of Arizona ("**County**") and the City of Tucson, a municipal corporation ("**City**") who together are referred to as the "**Parties**".

The Parties agree to amend the agreement as follows:

1. Background and Purpose.

- 1.1. City purchased a portion (the "**City Property**") of the building (the "**Building**") located at 201 N. Stone on July 1, 2017. City and County recorded a Declaration of Easements in the Office of the Pima County Recorder, Sequence Number 20171810061 ("**Declaration**"). Under Section 5.01 of the Declaration, City is responsible for the repair and maintenance of the City Property.
- 1.2. On July 1, 2017, County and City entered into an agreement for Maintenance (the "**Contract**") under which County has repaired and maintained the City Property at City's expense.
- 1.3. The original term of the Contract expired on June 21, 2019. Under Section 4 of the Contract, the term could be extended by the Parties for up to 3 additional one-year periods.
- 1.4. Amendment 1, fully executed on June 22, 2021, retroactively extended the term to June 21, 2022.
- 1.5. Amendment 2, fully executed on July 5, 2022 extended the term to June 30, 2023.
- 1.6. Amendment 3, fully executed on June 20, 2023 extended the term to June 20, 2024.
- 1.7. City continues to require maintenance services from County as described in the Contract. As provided in Section 2 of the Contract, the estimated cost of all maintenance

services ("**Maintenance Estimate**") can be adjusted by County at any time to better reflect actual services.

- 1.8. **Additional Options to Extend.** County wishes to offer City four additional one-year options to extend the Contract and City accepts. This Amendment 4 exercises one of those options.
2. **Term.** The parties hereby extend the term of the contract to June 30, 2025.
3. **Estimated Payment Amount.** The Maintenance Estimate, including 10% administrative fee, for the extended term are set forth in **Exhibit A**.
4. **Effective Date.** Regardless of the date that Parties approve and execute this Amendment, it will be deemed to have been effective as of July 1, 2024. All provisions of the Contract not specifically changed by this Amendment remain in effect and are binding on Parties.
5. **Counterparts and Copies.** This Agreement may be executed in counterparts, all of which, when taken together, shall constitute one agreement with the same force and effect as if all signatures had been entered on one document. Electronic, scanned, copied, or facsimile images of signatures in lieu of original signatures, transmitted electronically, are acceptable and shall be deemed the equivalent of an original.

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All other provisions not specifically changed herein remain in effect and are binding upon the parties.

PIMA COUNTY

Adelita S. Grijalva, Chair, Board of Supervisors

Date

City Of Tucson

DocuSigned by:
Carlos De la Torres
62525D629276429...

Authorized Officer Signature

Printed Name and Title

6/12/2024

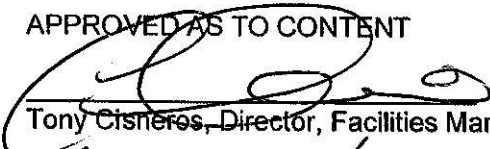
Date

ATTEST

Melissa Manriquez, Clerk of the Board

Date

APPROVED AS TO CONTENT



Tony Cisneros, Director, Facilities Management

6/12/2024

Date

APPROVED AS TO FORM



Deputy County Attorney

Kyle Johnson

Print DCA Name

6/10/2024

Date

Exhibit A
Maintenance Estimate

Maintenance Estimate Public Works Building - City of Tucson Portion FY-2024-2025		FY2025 Annual Estimate
5010	Repair & Maintenance Supplies	\$ 1,107.57
5012	Chemicals	\$ 141.85
5022	Signage Supplies & Services	\$ 108.58
5145	Security	\$ 1,258.24
5149	R&M-Machinery & Equipment Services	\$ 6,000.00
5150	R&M Building Services	\$ 8,002.81
5179	Pest Control Services	\$ 795.00
5204	Intradepartmental Supplies & Services - Charged In/Debit	\$ 326.23
5428	Labor Distribution Fringe Charged in/Debit	\$ 3,377.28
5430	Labor Distribution Salaries Charged in/Debit	\$ 6,833.32
	Total Estimated Expense	\$ 27,950.88
	Estimated Administration Fee (10%)	\$ 2,795.09
	Total Estimated Expense and Admin Fee	\$ 30,745.97