



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: October 17, 2017

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Goodwill Industries of Southern Arizona, Inc.

**\*Project Title/Description:**

Workforce Development Services. The original contract may be found under CT-16\*441. Search for contract number 16%441 in eContracts.

**\*Purpose:**

The proposed Amendment #5 adds a new Work Statement #4 to the existing contract. The new Work Statement #4 is for Goodwill Industries to conduct Employer Outreach workforce development services for youth. As part of the One Stop's Employer Outreach team, Goodwill will develop work experience worksites, on-the-job training opportunities, internships, and job openings for Pima County Workforce Innovation and Opportunity Act (WIOA) Out-of-School youth. The worksites, on-the job training opportunities, internships and job openings will be available to all the sub-recipients working with WIOA youth in Pima County. Because of the barriers faced by WIOA Out-of-School youth, it is more effective to have an Employer Outreach Specialist focused specifically on their challenges and opportunities.

**\*Procurement Method:**

RFP-CSET-WFS-2016-06

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

Goodwill will recruit 54 new employers to participate in ARIZONA@WORK Youth programs. 60 youth will be placed at a worksite.

**\*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:**

Monthly number of employer contacts.

**\*Retroactive:**

No.

To: Co B. 9-27-17  
pgs. - 4

Procure Dept 09/26/17 PM04:15

**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): 16-441Amendment No.: 5 AMS Version No.: 12Effective Date: 10/17/17 New Termination Date: \_\_\_\_\_

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

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 53,436.00Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_**\*Funding Source(s) required:** U.S. Department of Labor (DOL) - Workforce Innovation and Opportunity Act (WIOA) and Health Profession Opportunity Grant (HPOG)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): \_\_\_\_\_

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 HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: Charles G. [Signature] 9/21/17Deputy County Administrator Signature/Date: [Signature] 9/25/2017County Administrator Signature/Date: C. R. [Signature] 9/26/17  
(Required for Board Agenda/Addendum Items)

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

Program Name: Workforce Development Services

Awardee: Goodwill Industries of Southern Arizona, Inc.  
1940 E. Silverlake Rd., Suite 405  
Tucson, AZ 85713

DUNS: 074458654

SAM Registration Date: 1/20/17

Contract No: CT-CS-16-441

Amendment No: 05

Funding: U.S. Department of Labor (DOL) - Workforce  
Innovation and Opportunity Act (WIOA) and  
Health Profession Opportunity Grant (HPOG)

**CONTRACT**

NO. CT-CS-16-441

AMENDMENT NO. 05

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

Awardee is a X Subrecipient    Contractor

Match NO Indirect Costs NO

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
DI16-002120	2017	17.258	WIOA-Adult	\$776,736,000.00	\$2,052,758.00
DI16-002120	2017	17.278	WIOA- Dislocated Worker	\$1,015,530,000.00	\$3,261,667.00
DI16-002120	2017	17.259	WIOA-Youth	\$831,842,000.00	\$2,213,733.00
PCC2015-2020	2017	93.093	HPOG	\$58,000,000.00	\$680,000.00

Original Contract Term:	07/01/16 – 06/30/17	Original Contract Amount:	\$264,311.00
Term prior Amendments:	06/30/18	Amount prior Amendments:	\$335,032.60
Term this Amendment:	N/A	Amount this Amendment:	\$53,436.00
		Revised Contract Amount:	\$652,779.60

Pima County ("County"), a body politic and corporate of the State of Arizona, and Goodwill Industries of Southern Arizona, Inc. ("Awardee"), a non-profit corporation registered to do business in the State of Arizona, have entered into the above-referenced contract to provide workforce development services for adults, dislocated workers, and youth.

**AMENDMENT FIVE**

- A. The Pima County Board of Supervisors finds providing workforce development services to county residents is in the best interest of the County.
- B. To better accommodate job seekers needs, County finds it necessary to provide additional workforce development services for youth.
- C. Additional WIOA funding is available to accommodate workforce development services for youth.
- D. County has reviewed Awardee's performance of the services and finds it satisfactory.

- E. County finds that Awardee has the capacity to provide additional workforce development services for youth as set forth herein during the term of the Contract.

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

**1. SECTION 3.0 – COMPENSATION AND PAYMENT,** is amended as follows:

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

FROM: \$599,343.60

TO: \$652,779.60

- 1.2 Paragraph 3.2 is amended to increase the DOL/ADES funding for 2017-2018 as follows:

Funding Source	Maximum Amount Allocated		
	July 1, 2016 – June 30, 2017	July 1, 2017 – June 30, 2018	Total
U.S. Dept. of Labor/AZ Dept. of Economic Security	\$306,100.60	\$296,679.00	\$602,779.60
Pima Community College HPOG	\$25,000.00	\$25,000.00	\$50,000.00
<b>Allocated Amount</b>	<b>\$331,100.60</b>	<b>\$321,679.00</b>	<b>\$652,779.60</b>

**2. EXHIBIT A-1 – SCOPE OF WORK,** is amended as follows:

- 2.1 SECTION 3.0 – PROGRAM COMPONENTS is deleted in its entirety and replaced with the following:

Work Statement	Workforce Development Services	Amount	
		7/1/2016 – 6/30/2017	7/1/2017 – 6/30/2018
<b>1</b>	Adults	\$94,832.00	\$80,550.00
<b>2</b>	Youth	\$131,505.00	\$116,445.00
<b>3</b>	Employer Outreach – Adults and Dislocated Workers	\$69,842.00	\$71,248.00
<b>4</b>	Employer Outreach – Youth	\$34,921.00	\$53,436.00

- 2.2 SECTION 5.0, Paragraph 5.1. is amended as follows:

Work Statement	FTE	Title	Population served	Location
<b>1</b>	One (1)	Workforce Development Specialist ("WDS")	Adults	ARIZONA@WORK facility
<b>2</b>	One (1)	WDS	Youth	
<b>3</b>	One (1)	Employer Outreach Specialist ("EOS")	Adults and dislocated and workers	
<b>4</b>	One (1)	Employer Outreach Specialist ("EOS")	Youth	

- 2.3 **WORK STATEMENT NO. 1 – WORKFORCE DEVELOPMENT SERVICES FOR ADULTS**  
SECTION 5.0, Paragraph 3.1. is deleted in its entirety and replaced with the following:

3.1 Awardee will be paid on a Cost Reimbursement basis as follows:

Budget Line Item	Funds allocated for July 1, 2016 through June 30, 2017	WIOA Funds allocated for July 1, 2017 through June 30, 2018	HPOG Funds allocated for July 1, 2017 through June 30, 2018
<b>Operating Budget</b>			
Salary and Fringe (No overtime)	\$62,464.00	\$43,938.64	\$19,774.36
Travel	\$300.00	\$211.03	\$94.97
Equipment	-0-	-0-	-0-
Supplies	-0-	-0-	-0-
Communications	\$600.00	\$422.06	\$189.94
Other Operating	\$4,470.00	\$3,144.04	\$1,414.96
<b>Total Operating Budget</b>	<b>\$67,834.00</b>	<b>\$47,715.77</b>	<b>\$21,474.23</b>
<b>Other Allocation(s)</b>			
Transitional Job Wages*	\$11,360.00	\$11,360.00	-0-
<b>TOTAL BUDGET</b>	<b>\$79,194.00</b>	<b>\$59,075.77</b>	<b>\$21,474.23</b>

\*Transitional Job Wages are an allowable expenditure that may be used, but are not required.

2.4 **WORK STATEMENT NO. 3 – EMPLOYMENT OUTREACH SERVICES FOR ADULTS AND DISLOCATED WORKERS**, paragraphs 2.1 and 2.2 are deleted.

2.5 **WORK STATEMENT NO. 4 – EMPLOYMENT OUTREACH SERVICES FOR YOUTH**, attached hereto, is added to EXHIBIT A-1 following Work Statement No.3.

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

Elizabeth Gulick  
Authorized Signature

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

Elizabeth Gulick Co-President/CEO  
Printed Name & Title

ATTEST:

Date: 9-15-17

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

\_\_\_\_\_  
Date

APPROVED AS TO CONTENT:

Charles Cury  
Director, Employment & Training

APPROVED AS TO FORM:

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

## WORK STATEMENT NO. 4

### EMPLOYMENT OUTREACH SERVICES FOR YOUTH

#### 1.0 PROGRAM ACTIVITIES.

- 1.1. Employment Outreach Services ("EOS") for Youth. The EOS will possess the necessary qualifications to successfully conduct the following activities:
- 1.1.1. Work with Pima County employers to develop work experience, on-the-job training opportunities, internships, and job openings for Pima County Workforce Innovation and Opportunity Act (WIOA) youth participants;
  - 1.1.2. Contact Pima County employers to market Pima County ARIZONA@WORK services and document the employer's hiring and workforce development needs and workers' skill gaps;
  - 1.1.3. Network with employers at Job Fairs and local Chambers of Commerce events;
  - 1.1.4. Encourage Pima County employers to utilize Pima County ARIZONA@WORK for their hiring needs; and
  - 1.1.5. Assist employers in documenting specific job requirements for job openings and ensure job openings are accurately listed in the Arizona Job Connection database.
- 1.2. General. Each EOS will assist with special projects. In the event that the special project will result in a change in the Outcomes set forth in Section 2.0 below, the parties will execute a contract amendment.

#### 2.0 OUTCOMES. Awardee will meet the following annual service levels:

Staff Position	Service	Annual service level
EOS	Recruit employers to post job positions and employee training requirements on ARIZONA@WORK	54 employers
	Contact new employers to participate in ARIZONA@WORK Youth programs	54 employers
	Network with employers at Job Fairs and local Chambers of Commerce or industry-related events	1,125 employers
	Place an average of 5 WIOA Out-of-School Youth per month at a worksite	60 youth

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK