



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 11/20/2018

* = Mandatory, Information must be provided

or Procurement Director Award ☐

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

Esperanza En Escalante

***Project Title/Description:**

Facility and site improvements at Esperanza En Escalante Transitional Housing for homeless veterans ("the Project")

Facility Location:

3700 South Calle Polar

Tucson, Arizona 85730

The original contract CT-CD-18-00700 may be found in eContracts with the search criteria of 18%0070.

***Purpose:**

This is a no cost, one year term amendment needed to complete a community driven project. Subrecipient will use 2016-2017 and 2017-2018 Community Development Block Grant (CDBG) funds provided under this Agreement to make energy-efficient facility improvements, and site upgrades and clean-up at Esperanza En Escalante Transitional Housing for homeless veterans ("the Facility") to increase availability and accessibility of safe, decent affordable housing. This amendment extends the term through 9/30/2019.

***Procurement Method:**

Funding agreement per Board of Supervisors Policy E 36.1, Request for Proposal number CDNC-HCD-2-08-16-CDBG-SHG and Solicitation number CDNC-10-19-16-CDBG-ESG

***Program Goals/Predicted Outcomes:**

Goal: Create suitable, safe and healthy living environments to provide transitional housing for homeless veterans and their families.

Predicted Outcome: Transitional supportive affordable housing units will be more energy efficient, safe, healthy and less expensive to operate for the residents and Subrecipients.

***Public Benefit:**

Upon completion, the Project will meet the HUD CDBG National Objective to serve low- to moderate-income persons and provide programs, resources, and financial and food assistance through the completed public facility improvements.

***Metrics Available to Measure Performance:**

Installation of windows in a minimum of 17 transitional housing units at the Facility will provide a more energy-efficient and healthier indoor environment.

Installation of HVAC systems on a minimum of 9 transitional housing units will provide a more energy-efficient, comfortable and healthier indoor environment.

All residents of the Facility will have a dust-free and healthier exterior environment as a result of general property/site cleanup and landscaping.

***Retroactive:**

Yes. Finalizing documentation and re-confirmation of metrics were in part issues that caused contract processing delays.

To: COB - 11/15/18

PPS - 3

(1)

NOV 15 18 03 00 PCD KOF BP

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**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 22-73.***Amendment / Revised Award Information**Document Type: CT Department Code: CD Contract Number (i.e., 15-123): 18-0070Amendment No.: 1 AMS Version No.: 4Effective Date: 10/1/2018 New Termination Date: 9/30/2019

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG)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: Dewey Cooper, Contract Specialist 724-2772/Joel Gastelum, Program Manager 724-6750Department: Community Development and Neighborhood Conservation Telephone: 724-6750Department Director Signature/Date: Dan/ Cynthia for Morganot M. KSHDeputy County Administrator Signature/Date: [Signature] 11/13/2018County Administrator Signature/Date: [Signature] 11/13/2018

(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT**

CONTRACT	
NO.	<u>CT-CD-18-070</u>
AMENDMENT NO.	<u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Project Name: Esperanza En Escalante Facility Improvements
Pima County Emergency/Transitional/Permanent Housing Repair
HUD CDBG Public Facilities Activity (LMC)

Subrecipient: Esperanza En Escalante
3700 S. Calle Polar
Tucson, AZ 85730

DUNS No.: 826871998

Funding: U.S. Department of Housing & Urban Development
Community Development Block Grant

Contract No.: CT-CD-18*0070

Federal Contract No.: B-16-UC-04-0502 and B-17-UC-04-0502

Amendment No.: One (1)

CFDA	Program Description	Nation Funding	Pima County Award
14.218	Community Development Block Grant/Entitlement Communities (CDBG)	FY16-17 \$3,014,354,773.97	\$2,613,490.00
14.218	Community Development Block Grant/Entitlement Communities (CDBG)	FY17-18 \$3,060,000,000.00	\$2,589,081.00

Original Contract Term:	10/1/17 – 9/30/18	Contract Amount:	\$140,000.00
Termination date prior amends:	9/30/18	Amount prior amendments:	-0-
Termination date this amend:	9/30/19	Amount this amendment:	-0-
		TOTAL contract amount:	\$140,000.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and Esperanza En Escalante, Inc. (“Subrecipient”), a non-profit corporation in the State of Arizona, entered into the above-referenced Agreement.

AMENDMENT NO. ONE (1)

RECITALS

- A. County appropriated \$140,000.00 of FY 2016-2017 and FY 2017-2018 Community Development Block Grant (“CDBG”) funds for energy-efficient public facility and site improvements at Esperanza En Escalante Transitional Housing (“EEE”) for homeless veterans.
- B. CDBG funded activities at EEE are to include: site improvements and landscaping; HVAC replacement; window replacement and weatherization (“the Project”).

- C. The bids Subrecipient received for the window replacement portion of the Project, exceeded the amount allocated.
- D. Subrecipient will endeavor to save costs on other phases of the Project, but may seek a change between line items. Subrecipient has also identified funding from other sources to cover any additional expenditures to ensure project completion.
- E. Subrecipient has requested additional time to complete the Project.
- F. The BOS finds it is in the best interests of the residents of Pima County and the veterans residing at EEE to extend the Agreement for an additional one (1) year to complete the Project.

NOW THEREFORE, County and Subrecipient, pursuant to the above, and in consideration of the matters and things hereinafter set forth, do mutually agree as follows:

1.0 SECTION 1.0 – TERM AND EXTENSIONS, is amended as follows:

1.1 Paragraph 1.1, is amended to change the termination date:

FROM: September 30, 2018

TO: September 30, 2019

1.2 Paragraph 1.2, is amended to delete first sentence and replace it with the following:

This Agreement may not be renewed.

2.0 SECTION 4.0 – COMPENSATION AND PAYMENT, is amended as follows:

2.1 Paragraph 4.16 is deleted in its entirety and replaced with the following:

4.16 Changes between budget line items. Changes between budget line items of no more than 15% may be granted by and at the sole discretion of the Director of Community Development and Neighborhood Conservation (“CDNC”) or designee. The following provisions apply:

4.16.1 The change may not increase or decrease the maximum allocated amount.

4.16.2 Agency must submit a written request for the line item change on or before May 15 of the contract year. The written request must contain a detailed explanation of:

4.16.2.1 The reason the change is necessary; and

4.16.2.2 How the specified purpose, program(s), metrics, or outcomes set forth in this Agreement will continue to be met, despite the requested change.

4.16.3 The change must be for future expenditures that are not part of the current existing and approved budget(s). The change may not be to cover unbudgeted expenditures incurred by Agency prior to submitting the written request for a budget line item change.

4.16.4 If the Director of CNDC or designee approves the request for the budget line item change, **the change will not be effective, nor will compensation under the change be provided, until the date set forth in the written approval.**

2.2 Paragraph 4.19 is added to read:

4.19 Any change that increases or decreases the maximum allocate amount or that changes the Scope of Work in any way will require a contract amendment. **Such change will not be**

effective, nor will compensation under the change be provided, until the contract amendment is fully executed by both parties.

2.3 Paragraph 4.20 is added to read:

- 4.20 Goods and services provided in excess of the budgeted line item or the maximum allocated amount without prior authorization as set forth in paragraphs 4.16 and 4.19 above will be at Agency's own risk.

All other provisions of this Agreement, not specifically changed by this amendment, will remain in effect and be binding upon the parties.

The effective date of this amendment is October 1, 2018.

PIMA COUNTY

SUBRECIPIENT

Chairman, Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board

Date: _____

APPROVED AS TO CONTENT:

Daniel Lytle for
Margaret M. Kostt
Director, Community Development
and Neighborhood Conservation

APPROVED AS TO FORM:

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

Phyllis Russell
Signature

Phyllis Russell Executive Director
Printed name and title

Date: 10/18/2018