



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 08/19/2024

or Procurement Director Award:

* = Mandatory, information must be provided

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

The Center for Community Mediation and Facilitation

***Project Title/Description:**

Restorative Justice Program

***Purpose:**

The Center for Community Mediation and Facilitation (known as The Center) is to provide Restorative Justice Program (RJP) with volunteer training. The Center is a nonprofit organization that provides Tucson and Southern Arizona with skilled and affordable dialogue processes and trainings that seek to transform destructive conflict into productive connection and partnership. Their services include mediation, listening circles, facilitation, strategic planning, training, and restorative practices.

The deliverables provided by The Center for RJP will include a multi-day restorative justice mandatory training for prospective volunteers who want to become involved with RJC Program, to be held 3 times annually. These volunteers, alongside the RJ Program Coordinator, will effectively run the program. On-going trainings in relevant skill-building for volunteers will also be scheduled throughout the year. The department's basis of recommendation for these services to be provided by The Center is due to their institutional knowledge, which spans 40 years, making them not only leading experts in Pima County but also the holders of nuanced knowledge and expertise that are not available elsewhere in the community.

***Procurement Method:**

Direct Select per Board of Supervisors Policy D 29.6 III. - C.

***Program Goals/Predicted Outcomes:**

To train Restorative Justice Program volunteers in facilitating a restorative justice circle, equipping them with the necessary nuanced skills needed to conduct a facilitation process between program participant, victim, and community members.

***Public Benefit:**

Pima County residents stand to save significant tax dollars by having the Restorative Justice Program divert eligible felony level offenses to the program- as it is largely run through volunteer community members- as opposed to cases being routed through the traditional criminal justice system. Furthermore, participating victims of crime have the opportunity to have their sense of safety restored, contributing to an overall healthier community. Root causes of crime are able to be addressed, contributing positively to community safety.

***Metrics Available to Measure Performance:**

Pima County Attorney's Office will be reviewing and approving invoices to monitor services provided under this agreement required to meet the needs of the program.

***Retroactive:**

Yes. PCAO was finalizing the budget from the Vitalyst grant. This amendment began the signatories process on 07/08/2024. Due to these delays PCAO was unable to meet the BOS deadlines prior to the contract commencement date.

TO: COB, 8-6-2024 (1)
Vers: 1.0
Pgs: 2

6 way approv's
RW 8/2/24

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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 (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): PO2400000317
Amendment No.: 2 AMS Version No.: 0
Commencement Date: 06/01/2024 New Termination Date: _____
Prior Contract No. (Synergen/CMS): CT-PCA-23-405

Expense Revenue Increase Decrease

Amount This Amendment: \$25,000

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

*Funding Source(s) required: Vitalyst Health Foundation

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: Star Romero

Department: Pima County Attorney's Office

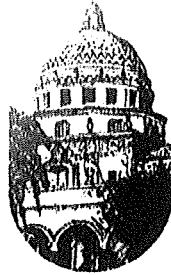
Telephone: 724-6000

Department Director Signature: [Signature] Date: 7/31/2024

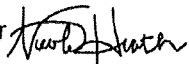
Deputy County Administrator Signature: [Signature] Date: 8-2-2024

County Administrator Signature: [Signature] Date: 8/2/2024

Laura Conover
Pima County Attorney



(520) 724-5600
pcao.pima.gov
32 N. Stone Avenue, Tucson, AZ 85701

DATE: July 15, 2024
TO: Jan Leshner, County Administrator
FROM: Nicole Heath, Legal Administrator 
Cc: Steve Holmes, Deputy County Administrator
Terri Spencer, Procurement Director
SUBJECT: Amendment Request for Direct Selection of Professional Services from The Center for Mediation and Facilitation to provide Restorative Justice Program, Contract Number CT23*405

Pursuant to Board of Supervisors Policy D29.6 III.C – Direct Selection and Procurement Procedure No. PO-50, approval was received to direct select The Center for Mediation and Facilitation to provide Restorative Justice Program (RJP) with volunteer training, and Contract Number CT 23*405 was awarded in the amount of \$26,468.96 from Vitalyst Health Foundation's System Change Grant and \$25,000 from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance's BJA FY22 Justice and Mental Health Collaboration Program (federal assistance listing number 16.745).

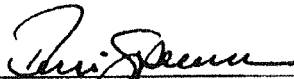
Background: The Center for Mediation and Facilitation (known as The Center) is to provide Restorative Justice Program (RJP) with volunteer training. The Center is a nonprofit organization that provides Tucson and Southern Arizona with skilled and affordable dialogue processes and trainings that seek to transform destructive conflict into productive connection and partnership. Their services include mediation, listening circles, facilitation, strategic planning, training, and restorative practices. The deliverables provided by The Center for RJP will include a multi-day restorative justice mandatory training for prospective volunteers who want to become involved with RJP, to be held 3 times annually. These volunteers, alongside the RJ Program Coordinator, will effectively run the program. On-going trainings in relevant skill-building for volunteers will also be scheduled throughout the year. The department's basis of recommendation for these services to be provided by The Center is due to their institutional knowledge, which spans 40 years, making them not only leading experts in Pima County but also the holders of nuanced knowledge and expertise that are not available elsewhere in the community.


Ms. Jan Leshar, County Administrator
Request for Direct Selection of Professional Services from The Center for Mediation and
Facilitation to provide Restorative Justice Program
July 15, 2024
Page two


Requested Action:

The Pima County Attorney's Office requests approval to amend CT 23*405 to increase funds in the amount of \$25,000.00 with one additional year extension period up to \$38,531.04 for a total of not-to-exceed amount of \$90,000.00 from the Vitalyst Foundation's System Change Grant to allow for continued services with The Center for Mediation and Facilitation pursuant to the Direct Select provisions of Board of Supervisors Policy D29.6, III-C.

SR.

Approved as to Form:  Date: 7/15/2024
Terri Spencer, Procurement Director

Concur:  Date: 7-15-2024
Steve Holmes, Deputy County Administrator

Direct Select Approved:  Date: 7/15/2024
Jan Leshar
County Administrator

Pima County Attorney's Office

Project: Restorative Justice Program

Contractor: The Center for Community Mediation and Facilitation

Contract No.: PO-PCA-240000317 FKA CT-PCA-23*405

Contract Amendment No.: 02

Orig. Contract Term: 06/01/2023 - 05/31/2024	Orig. Amount:	\$26,468.96
Termination Date Prior Amendment: 05/31/2025	Prior Amendments Amount:	\$25,000.00
Termination Date This Amendment: 05/31/2025	This Amendment Amount:	\$25,000.00
	Revised Total Amount:	\$76,468.96

CONTRACT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On June 1st, 2023, County and Contractor entered into the above referenced agreement to provide Restorative Justice Conference Program services.

1.2. Purpose. County requires additional training for volunteers who wish to become involved with the Restorative Justice Program. Additionally, County is adding additional funding from the Vitalyst grant.

2. Maximum Payment Amount. Effective June 1, 2024, County has added funding from the Vitalyst Grant. The maximum amount County will spend under this Contract, as set forth in section 5.2 is increased by \$25,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$76,468.96.

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



Deputy County Attorney

Kyle Johnson

Print DCA Name

July 29, 2024

Date

CONTRACTOR



Authorized Officer Signature

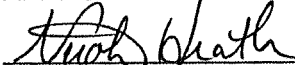
Catherine Tornbom

Printed Name and Title

July 30, 2024

Date

APPROVED AS TO CONTENT



Nicole Heath

7/31/2024

Date