



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: May 1, 2018

* = Mandatory, information must be provided

or Procurement Director Award

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

Tucson Urban League, Inc.

***Project Title/Description:**

Workforce Development Services. The original contract and amendments may be found under CT-17*021. Search for contract number 17%021 in eContracts.

***Purpose:**

The amendment is to provide additional funds for work opportunities for job seekers. This will allow more low-income job seekers to obtain work experience (internship) which will make it easier for them to obtain a job.

Attachment: Contract Number CT-CS-17-021.

***Procurement Method:**

RFP-CSET-WFS-2016-06 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Twelve additional job seekers will receive wages through the "Transitional Jobs" activity from Workforce Innovation and Opportunity Act funds.

***Public Benefit:**

This amendment 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:**

***Retroactive:**

No.

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): 17-021

Amendment No.: 4 AMS Version No.: 15

Effective Date: 5/1/18 New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 7,200.00

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

***Funding Source(s) required:** Amendment 4 funding amount increase is from the U.S. Department of Labor (DOL) - Workforce Innovation and Opportunity Act (WIOA)

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 Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: Charles Cay 4/4/18

Deputy County Administrator Signature/Date: [Signature] 4/10/18

County Administrator Signature/Date: [Signature] 4/10/18
(Required for Board Agenda/Addendum Items)

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

Program Name: Workforce Development Services
 Awardee: Tucson Urban League, Inc.
 3425 E. Grant Road, Ste. 101
 Tucson, AZ 85716
 DUNS: 123721441
 SAM Registration Date: 4/28/17
 Contract No: CT-CS-17-021
 Amendment No: 04
 Funding: U.S. Department of Labor (DOL) - Workforce
 Innovation and Opportunity Act (WIOA) and
 Health Profession Opportunity Grant (HPOG)

CONTRACT

NO. CT-CS-17-021
 AMENDMENT NO. 04
 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	Orig. Contract Amount:	\$367,895.90
Term Prior Amendment:	06/30/18	Prior Amended Amount:	\$437,022.13
Term This Amendment:	06/30/18	Amount This Amendment:	\$7,200.00
		Revised Contract Amount:	\$812,118.03

Pima County ("County"), a body politic and corporate of the State of Arizona, and Tucson Urban League, 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 FOUR

- A. Pursuant to the terms of the Contract, and in compliance with the requirements of the various funding sources, Awardee provides workforce development.
- B. There has been an increase in the number of requests for training.
- C. WIOA funding is available to provide transitional job wages for adults.
- D. County has reviewed the performance of Awardee and finds it satisfactory.
- E. County finds that Awardee has the capacity to provide additional workforce development services during the term of the Contract.

F. The Pima County Board of Supervisors finds that it is in the best interests of the residents of Pima County to fund additional job training programs.

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 deleted in its entirety and replaced with the following:

In consideration for the services specified in Exhibit A of this Contract, County agrees to pay Awardee up to **\$812,118.03** (“the Maximum Allocated Amount”).

1.2. **Paragraph 3.2**, the table is deleted in its entirety and replaced with the following:

Funding Source	Maximum Allocated Amount	
	July 1, 2016 – June 30, 2017	July 1, 2017 – June 30, 2018
U.S. Dept. of Labor/AZ Dept. of Economic Security	\$400,511.03	\$393,607.00
Pima Community College HPOG	-0-	\$ 18,000.00
TOTAL ALLOCATION	\$400,511.03	\$411,607.00

1.3. **Paragraph 3.10** is deleted in its entirety and replaced with the following:

3.10 Changes between budget line items may only be made as follows:

3.10.1 Changes up to and including 15% of the Total Operating Budget for the current contract year may be granted by and at the sole discretion of the Director of Community Services, Employment and Training (“CSET”) or his designee. Awardee must submit a written request and show that any proposed increase is offset by a decrease of equal value to the remaining line items. No increase to the total operating budget will be allowed. **The change will not be effective, nor will compensation under the change be provided, until the date set forth in the written approval of the Director or his designee.**

3.10.2 Changes of more than 15% of the total budget will require a contract amendment. **The change will not be effective, nor will compensation under the change be provided, until the contract amendment is fully executed by both parties.**

3.10.3 Changes between the Total Operating Budget and the Other Allocation(s) line item are not allowed.

2. **SECTION 16.0 – NOTICE**, paragraph 16.2 is amended to reflect the address change of the Awardee:

Awardee:

President and CEO
Tucson Urban League, Inc.
3425 E. Grant Road, Ste. 101
Tucson, AZ 85716

3. **EXHIBIT A-1 – SCOPE OF WORK, WORK STATEMENT NO. 1 – WORKFORCE DEVELOPMENT SERVICES FOR ADULTS AND DISLOCATED WORKERS**, is amended as follows:

3.1. **Section 2.0 – Outcomes**, paragraph 2.4 is added to read:

2.4 In addition to the service levels stated in paragraph 2.1 above, Awardee will enroll twelve (12) participants into work experience. These participants will receive wages through the “Transitional Jobs” activity from the WIOA funds provided in this Amendment.

3.2. Section 3.0 – BUDGET. Paragraph 3.1 is amended to delete the table in its entirety and replace with the following:

Budget Line Item	Amount allocated for July 1, 2016 through June 30, 2017	Amount allocated for July 1, 2017 through June 30, 2018
Salary and Fringe (No overtime)	\$206,045.94	\$214,666.00
Staff Development	-0-	-0-
Travel	\$1,200.00	\$1,133.00
Equipment	\$1,500.00	\$1,630.00
Supplies	\$1,100.00	\$1,226.00
Communications	\$2,892.60	\$2,991.00
Contractual	\$3,525.00	\$3,685.00
Space	\$2,019.95	\$2,061.00
Other Operating	\$51,077.54	\$52,177.00
Total Operating Budget	\$269,361.03	\$279,569.00
Transitional Job Wages*	\$22,720.00	\$29,920.00
TOTAL BUDGET	\$292,081.03	\$309,489.00

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:

Chairman, Pima County Board of Supervisors

Date: _____

AWARDEE:

Deborah L. Embury
Authorized Signature

Deborah L. Embury CEO
Printed Name & Title

Date: *4/6/18*

ATTEST:

Clerk of the Board Date

APPROVED AS TO CONTENT:

Mark Casey

Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar

Karen S. Friar, Deputy County Attorney