



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: June 20, 2017

or Procurement Director Award

Contractor/Vendor Name (DBA): Arizona Department of Health Services

Project Title/Description:

Commodity Supplemental Food Program (CSFP) / Senior Farmer's Market Nutrition Program (SFMNP) Services

Purpose:

The Commodity Supplemental Food Program (CSFP) is a federally funded food distribution program that provides a once a month food package to low-income seniors 60 years of age or older. The program is designed to improve health with nutritious food commodities from the United States Department of Agriculture (USDA).

This IGA Amendment #1 provides an additional \$9,806 in funding for federal fiscal year (FFY) 2017 (10/1/2016-9/30/2017).

Procurement Method:

Grant award

Program Goals/Predicted Outcomes:

The goal of this effort is to improve the health of and reduce malnutrition in our community seniors by: 1) providing nutritious food to supplement the diet of low-income seniors; 2) providing nutrition education; and 3) educating general community members regarding healthy foods.

Public Benefit:

The PCHD CSFP program serves an average of 4,400 Pima County clients per month, which translates to the distribution of 52,800 food boxes over the course of a year. In FFY 17 Pima County was allotted 3,200 Farmer's Market vouchers (\$30 per participant) for the Senior Farmer's Market Program. To date 1,261 have been distributed to CSFP senior participants. If all 3,200 vouchers are redeemed, the economic impact will be \$96,000 to local participating farmers.

Metrics Available to Measure Performance:

ADHS measures how many clients pick up their monthly Food Plus box for CSFP and how many vouchers are redeemed for SFMNP.

Retroactive:

No.

Original 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): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? Yes No Not Applicable to Grant Awards
Were insurance or indemnity clauses modified? Yes No Not Applicable to Grant Awards
Vendor is using a Social Security Number? Yes No Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: GTAM Department Code: HD Contract Number (i.e., 15-123): 17*65
Amendment No.: One AMS Version No.: One
Effective Date: upon execution New Termination Date: 9/30/2021 (no change)
 Expense Revenue Increase Decrease Amount This Amendment: \$9,806
Funding Source(s): ADHS / US Dept. of Agriculture (federal)

Cost to Pima County General Fund: \$0.00

Contact: Sharon Grant
Department: Health Telephone: 724-7842
Department Director Signature/Date: [Signature] 5/25/2017
Deputy County Administrator Signature/Date: [Signature] 6/3/2017
County Administrator Signature/Date: C. DeLoe Kelly 6/6/17
(Required for Board Agenda/Addendum Items)



INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT

ARIZONA DEPARTMENT OF HEALTH SERVICES
150 N. 18th Ave, Suite 260
Phoenix, Arizona 85007
(602) 542-1045
(602) 542-1741 Fax
Procurement Specialist
Manuel Gonzales Jr.

Contract No: ADHS17-132853

Amendment No. 1

Commodity Supplemental Food Program (CSFP)/Senior Farmers' Market Nutrition Program (SFMNP)

It is mutually agreed that the Intergovernmental Agreement referenced is amended, effective date of final signature unless otherwise specified, as follows:

1. Pursuant to Terms and Conditions of the Agreement, Provision Six (6), Contract Changes, Item 6.1, Amendments, Purchase Orders and Change Orders; The **Original CSFP Price Sheet** is hereby amended with the **CSFP Price Sheet** of this Amendment One (1). The **CSFP Price Sheet** total budget amount is increased to \$129,662.00, due to caseload increase.
2. In ProcureAZ the "Items" Tab of the Master Blanket Purchase Order will be revised to reflect the pricing upon execution of this Amendment One (1).

All other provisions of this agreement remain unchanged.

Pima County Health Department

CONTRACTOR SIGNATURE

Contractor Name
3950 South Country Club Road

Contractor Authorized Signature

Address
Tucson Arizona 85714

Printed Name

City State Zip

Title

CONTRACTOR ATTORNEY SIGNATURE

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

State of Arizona

Barbara S. Burstein *May 22, 2017*

Signed this _____ day of _____ 2017

Signature Date
Barbara S. Burstein Deputy County Attorney

Procurement Officer

Attorney General Contract No. P0012014000078, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

REVIEWED BY *[Signature]*
Appointing Authority or Designee
Pima County Health Department

Signature Date
Assistant Attorney General
Printed Name:



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REVISED PRICE SHEET

CSFP AND SFMNP SERVICES

JANUARY 11, 2017 TO SEPTEMBER 30, 2017

COMMODITY SUPPLEMENTAL FOOD PROGRAM (CSFP)	
LINE ITEM BUDGET	AMOUNT
PERSONNEL SERVICES	\$81,290.00
EMPLOYEE RELATED EXPENSES	\$29,704.00
PROFESSIONAL & OUTSIDE SERVICES	\$200.00
TRAVEL EXPENSES	\$3,500.00
OCCUPANCY EXPENSES	\$1.00
OTHER OPERATING EXPENSES	\$2,000.00
CAPITAL OUTLAY EXPENSES	\$1.00
INDIRECT (IF AUTHORIZED)	\$12,966.00
TOTAL \$129,662.00	

SENIOR FARMER'S MARKET NUTRITION PROGRAM (SFMNP)			
TYPE OF SERVICE	UNIT RATE	UNIT OF MEASURE	ESTIMATED NUMBER OF PARTICIPANTS
WIC FMNP CHECK ISSUANCE	\$1.25	WIC Participant	AS NEEDED

LINE ITEM BUDGET TRANSFERS:

Upon receipt of written authorization from the ADHS Program Manager, the Contractor is authorized to transfer up to a maximum of ten percent (10%) of the Total Budgeted Amount between line items. Transfers of funds are only allowed between funded line items. Transfers exceeding ten percent (10%) or to a non-funded line item shall require a Contract Amendment.