



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

Award Contract Grant

Requested Board Meeting Date: June 19, 2018

* = Mandatory, information must be provided

or Procurement Director Award

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

Community Food Bank Inc., dba Community Food Bank of Southern Arizona formerly known as Community Food Bank dba Amado Community Food Bank

***Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs. Provide emergency food to eligible low-income households in the Amado area. The original contract may be found under CT-18*022. Search for contract number 18%022 in eContracts.

***Purpose:**

CSBG funds will be used to provide social services to eligible individuals and families to assist in alleviating poverty, revitalizing communities and empowering low-income families to becoming self-sufficient. This amendment will provide additional funding for the period July 1, 2018 to June 30, 2019.

Attachment: Contract Number CT-CS-18-022 (Amendment 1)

***Procurement Method:**

RFP No. CAA-CSBG-2017-05 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Community Food Bank of Southern Arizona will provide emergency food to 1,762 Amado households.

***Public Benefit:**

The benefit of the program is it helps support the safety and well-being of low-income families.

***Metrics Available to Measure Performance:**

All activities and information sources in the management, fiscal, and service system of Awardee and any subcontracted parties, relating to performance of duties and obligations under this Contract are monitored. Quarterly reports on the National Results Oriented Management Accountability (ROMA)/National Performance Indicators and progress reports on each household and individual served.

***Retroactive:**

No.

To COB: 6/14/18
Ver 1
Pg 4
Addendum

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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: CS Contract Number (i.e.,15-123): 18-441

Amendment No.: 1 AMS Version No.: 1

Effective Date: 7/1/18 New Termination Date: 6/30/19

Prior Contract No. (Synergen/CMS): 18-023-022

Expense or Revenue Increase Decrease Amount This Amendment: \$ 28,479.00

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

***Funding Source(s) required:** Community Services Block Grant

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 Gray 6/18/18

Deputy County Administrator Signature/Date: _____

Jaw 6/14/18

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)

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

Program Name: Community Services Block Grant (CSBG) –
Emergency Needs (Amado)

Awardee: Community Food Bank, *dba* Amado
Community Food Bank
P.O. Box 26727
Tucson, AZ 85726-6727

3003 S. Country Club Road
Tucson, AZ 85713

DUNS: 084470665

SAM Registration Date: 12/6/17

Contract No: CT-CS-18-022

Amendment No: 01

Funding: CSBG

CONTRACT	
NO.	<u>CT-CS-18-441</u>
AMENDMENT NO.	<u>01</u>
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

ADES Contract No. 15-089143 Award Date: 2018

CFDA	Program Description	National Funding	Pima County Award
93.569	CSBG	\$674,000,000.00	\$795,288.00

Original Contract Term:	07/01/17 – 06/30/18	Orig. Contract Amount:	\$28,479.00
Term This Amendment	6/30/19	Amount This Amendment:	\$28,479.00
		Revised Contract Amount:	\$56,958.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and Community Food Bank Inc, *dba* Community Food Bank of Southern Arizona (“Awardee”), a non-profit corporation registered to do business in the State of Arizona, have entered into the above-referenced Agreement to provide community services to eligible low-income households.

AMENDMENT ONE

- A. Pursuant to the Community Services Block Grant Act (“CSBG”), 42 U.S.C. §9901 *et seq.*, the U.S. Department of Health and Human Services (“HHS”) makes funds available for local programs to combat poverty and provide services for low income individuals.
- B. County has been awarded CSBG funds from the Arizona Department of Economic Security, Division of Aging and Adults Services for services in FY2018-2019.
- C. Awardee formerly known as Community Food Bank, *dba* Amado Community Food Bank is now Community Food Bank Inc. *dba* Community Food Bank of Southern Arizona. The new Contract Number is CT-CS-18-441.

- D. The Pima County Board of Supervisors finds that extending this Agreement to provide emergency food and clothing is in the best interests of the residents of Pima County.
- E. County has reviewed Awardee's performance of the services and finds it satisfactory.
- F. Parties agree to extend the Contract for the provision of services from July 1, 2018 through June 30, 2019.

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

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

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

FROM: \$28,479.00
 TO: \$56,958.00

2. SECTION 25.0 – COORDINATION is amended to add the following:

Awardee's contact in this regard will be:

Manira Cervantes
 520-724-5710

Manira.Cervantes@pima.gov

3. EXHIBIT A – SCOPE OF WORK is amended as follows:

3.1. SECTION 5 – OUTCOMES – AWARDEE, Paragraph 5.4 (ROMA Goal 6) is deleted in its entirety and replaced with the following:

NPI	Emergency Assistance	Agency Specific Goals (Households served)
6.2.A	Emergency Food	1,762

3.2. SECTION 6 – BUDGET for the period of 7/1/17 – 6/30/18 is deleted in its entirety and replaced with the following Budget for 7/1/18 – 6/30/18:

Description	CSBG Funding Amount
Personnel/ERE	\$24,740.08
Professional Services & Outside Services	-0-
Travel	-0-
Space (Rent/Utilities)	-0-
Materials and Supplies	\$3,738.92
Operating Services	-0-
Administrative Costs cannot exceed 15% of grant award	-0-
Total Budget	\$28,479.00

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3.3. Exhibit A-1 is replaced with the attached 2019 Federal Poverty Income Guidelines.

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:

Chairman, Pima County Board of Supervisors

Date: _____

Authorized Signature

Michael McDonald, CEO

Printed Name & Title

Date: 6/12/18

ATTEST:

Clerk of the Board Date

APPROVED AS TO CONTENT:
Charles King

Director, Employment & Training

APPROVED AS TO FORM:
Charles Wesselhoft

Deputy County Attorney
CHARLES WESSELHOFT



PIMA COUNTY
COMMUNITY SERVICES

COMMUNITY ACTION AGENCY
2019 FEDERAL POVERTY INCOME GUIDELINES
Gross Monthly Income

To be used to determine eligibility for Community Services Block Grant Funds (CSBG)
Effective July 1, 2018 – June 30, 2019

Family Size	125%	150% 60 & Older or Disabled in Household
1	\$1,264	\$1,517
2	\$1,714	\$2,057
3	\$2,164	\$2,597
4	\$2,614	\$3,137
5	\$3,064	\$3,677
6	\$3,514	\$4,217
7	\$3,964	\$4,757
8	\$4,414	\$5,297
9	\$4,864	\$5,837
10	\$5,314	\$6,377
11	\$5,764	\$6,917
12	\$6,214	\$7,457

For each additional Household Member Add:
\$450
\$540

Figures derived from information dated March 28, 2018 from Arizona Department of Economic Security, Division of Aging & Adult Services Community Services Unit.

I, _____, declare that I meet the above income guidelines under Household Size _____. I am also aware of the Agency's Grievance Procedures, Confidentiality Policy, and Release of Information Policy.

Signature & Date

