



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

Award Contract Grant

Requested Board Meeting Date: December 1, 2020

* = Mandatory, information must be provided

or Procurement Director Award

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

Goodwill Industries of Southern Arizona, Inc.

***Project Title/Description:**

Youth - Workforce Development Services. The contract and amendments can be found in OnBase by searching Contracts CR-21*205 (formerly CS-19*232) in Doc_ID_AMS.

***Purpose:**

Contractor will provide workforce services to youth to ensure attainment of skills needed to successfully obtain and retain employment and encourage, at a minimum, graduation from high school. The program will improve prospects for future employability for youth participating in the program. This amendment will provide additional funding for the period of January 1, 2021 to December 31, 2021.

Attachment: Contract Number CT-CR-21-205 (Amendment 3)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-YSY-2016-02 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

Contractor will:

- 1) Serve up to 58 youth in the Workforce Development Services Program.
- 2) Participants will successfully complete at least 95% of scheduled work hours.

Participant will increase work readiness and occupational skills as measured through pre- and post- testing and assessment of performance.

***Public Benefit:**

The benefit of the program is it 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:**

Reports on the number of youth participating in the program, outcome of pre- and post-testing, and completion results.

***Retroactive:**

No.

To: COB 11-12-2020 (1)
Vers.: 1
Pgs.: 5

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: CT Department Code: CR Contract Number (i.e.,15-123): 21-205
Amendment No.: 3 AMS Version No.: 1
Commencement Date: 1/1/21 New Termination Date: 12/31/21
Prior Contract No. (Synergen/CMS): 19-232
 Expense or Revenue Increase Decrease Amount This Amendment: \$ 151,161.34
Is there revenue included? Yes No If Yes \$ _____
***Funding Source(s) required:** Pima County General Funds

Funding from General Fund? Yes No If Yes \$ _____ % 100

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: Rise Hart
Department: Community & Workforce Development Telephone: 724-5723
Department Director Signature/Date: _____ 11-5-20
Deputy County Administrator Signature/Date: _____ 10 Nov 20
County Administrator Signature/Date: _____ C. D. Durberry 11/10/2020
(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY & WORKFORCE DEVELOPMENT DEPARTMENT

Project: Youth – Workforce Development Services

Contractor: Goodwill Industries of Southern Arizona, Inc.
1940 E. Silverlake Rd., Suite 405
Tucson, AZ 85713

Contract No.: CT-CS-19-232 (CT-CR-21-205 from and after January 1, 2021)

Contract Amendment No.: Three (3)

| | | | |
|-----------------------------------|---------------------|--------------------------|--------------|
| Original Contract Term: | 01/01/19 – 12/31/19 | Orig. Contract Amount: | \$160,898.10 |
| Termination Date Prior Amendment: | 12/31/20 | Prior Amendments Amount: | \$149,990.19 |
| Termination Date This Amendment: | 12/31/21 | This Amendment Amount: | \$151,161.34 |
| | | Revised Total Amount: | \$462,049.63 |

AMENDMENT THREE (3)

1. BACKGROUND AND PURPOSE.

1.1. Background. Pima County (“County”) and Goodwill Industries of Southern Arizona, Inc. (“Contractor”), entered into the above-referenced contract to provide workforce development services to Pima County youth.

1.2. County Organization. Effective July 1, 2020:

1.2.1. Pima County Community Services, Employment and Training Department and Pima County Community Development and Neighborhood Conservation Department are restructured to form the Community & Workforce Development Department.

1.2.2. This Agreement will be renumbered to CT-CR-21-205, but all terms and conditions remain unchanged.

1.2.3. Any reference in the Agreement to Community Services; Community Services, Employment and Training Department; or CSET, will mean Community & Workforce Development Department (“CWD”).

1.3. Purpose.

1.3.1. County finds that it is in the best interests of the Pima County residents to continue to provide workforce development services to at-risk youth.

1.3.2. County has reviewed Awardee’s performance of the services and finds it satisfactory.

2. TERMS AND EXTENSIONS, SECTION 1.0. Pursuant to paragraph 1.2, County is exercising the last available extension option. This Agreement will terminate on **December 31, 2021.**

3. SCOPE OF SERVICES, SECTION 2.0. The Commencement date for the provisions set forth in this Amendment No. 3 is **January 1, 2021.**

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

4.1. Paragraph 3.1 is amended to increase “the Maximum Allocated Amount”:

FROM: \$310,888.29

TO: \$462,049.63

- 4.2. Paragraph 3.2, the table is deleted in its entirety and replaced with the following:
Payments will be made from Pima County General Funds as follows:

| Expenditure Period | Maximum Allocated Amount |
|-------------------------------------|--------------------------|
| January 1, 2019 – December 31, 2019 | \$160,898.10 |
| January 1, 2020 – December 31, 2020 | \$149,990.19 |
| January 1, 2021 – December 31, 2021 | \$151,161.34 |
| TOTAL | \$462,049.63 |

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

- 5.1. **PROGRAM OVERVIEW, SECTION 1.0** is amended to add the following:

1.3 **COVID-19 Restrictions:**

1.3.1 All in person and group program services must be provided in compliance with Centers for Disease Control and Prevention (“CDC”), State and County guidelines for operating during the Coronavirus COVID-19 pandemic.

1.3.2 If Contractor’s performance of the services, as set forth in this Agreement, must be modified or curtailed to comply with public health restrictions related to COVID-19, Contractor must immediately report the situation to County. County and Contractor will confer at least monthly to determine appropriate performance requirements and activities until services can be resumed in full.

- 5.2. **TARGET POPULATION, SECTION 2.0** is deleted in its entirety and replaced with the following:

2.0 **TARGET POPULATION**

2.1 Equitable inclusion of eligible In-school youth (“ISY”) ages 14 to 21 in Pima County who are at risk of dropping out of school.

2.2 County will review employment demographics bi-annually to assess the utilization level of protected classes to ensure non-discrimination in all aspects of employment including recruitment, compensation, selection, training, promotion, benefits, and layoffs.

- 5.3. **PROGRAM ACTIVITIES, SECTION 5.0** is amended as follows:

- 5.3.1. Paragraph 5.1, the table is deleted in its entirety and replaced with the following:

| Activity | Date of Activity | Hours of Service Provided per Participant | Maximum Number of Youth Served |
|----------|--|---|--------------------------------|
| WEX | January 1 through May 31, 2019 | 160 hours of work experience | 58 |
| | 2020 – on dates as directed in writing by County | 130 hours of work experience | 58 |
| | January 1 through May 31, 2021 | 130 hours of work experience | 58 |

- 5.3.2. Paragraph 5.6 is deleted in its entirety and replaced with the following:

5.6 **Participant remuneration.**

- 5.6.1. Contractor will pay each Participant for actual work experience at least the prevailing minimum wage plus required fringe benefits for each hour worked at the assigned worksite.
 - 5.6.2. During the COVID-19 pandemic, County may allow Contractor to provide preapproved stipends to Participants for completion of remote tasks such as virtual instruction about work readiness instead of paying Participants an hourly wage.
 - 5.6.3. Stipend requests must be submitted one week prior to implementation of virtual instruction and approved by the County's Youth Program Manager.
- 5.4. **REPORTING**, SECTION 8.0 is amended as follows:
- 5.4.1. Paragraph 8.0 is revised to read:
No later than June 15 of the contract year, Contractor will provide the following reports to County's Youth Program Manager:
 - 5.4.2. Paragraph 8.2.1 is deleted in its entirety and replaced with the following:
 - 8.2.1. Number of Participants enrolled in WEX including demographic breakdown as set forth in Exhibit B-4;
- 5.5. **BUDGET**, SECTION 9.0, paragraph 9.1, the table is deleted in its entirety and replaced with the following:

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| Budget Line Item | Maximum Allocated Amount | | |
|----------------------------------|---|---|---|
| | January 1, 2019 through May 31, 2019 | January 1, 2020 through May 31, 2020 | January 1, 2021 through May 31, 2021 |
| Operating Budget | | | |
| Salary and Fringe (No overtime) | \$49,074.63 | \$50,056.12 | \$50,056.12 |
| Staff Development | -0- | -0- | -0- |
| Travel | \$1,768.68 | \$1,804.05 | \$1,804.05 |
| Equipment | -0- | -0- | -0- |
| Supplies | \$442.17 | \$451.01 | \$451.01 |
| Communications | \$442.17 | \$451.01 | \$451.01 |
| Other Operating | \$3,466.61 | \$3,535.96 | \$3,535.96 |
| Total Operating Budget | \$55,194.26 | \$56,298.15 | \$56,298.15 |
| Other Allocation(s) | | | |
| Work Experience for Youth | \$105,703.84 | \$93,692.04 | \$94,863.19 |
| Total Other Allocation(s) | \$105,703.84 | \$93,692.04 | \$94,863.19 |
| TOTAL BUDGET | \$160,898.10 | \$149,990.19 | \$151,161.34 |

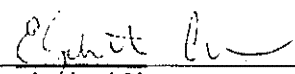
All other provisions of the Contract not expressly modified in this Amendment will remain in effect and be binding on the parties.

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:

CONTRACTOR

Chairman, Pima County Board of Supervisors



Authorized Signature

Date: _____

Elizabeth Guehck, President, CEO
Printed Name & Title

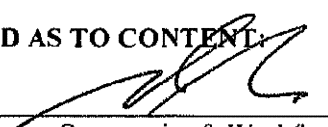
ATTEST:

Date: 10-29-2020

Clerk of the Board


Date

APPROVED AS TO CONTENT:



Interim Director, Community & Workforce Development

APPROVED AS TO FORM:



Stacey Roseberry, Deputy County Attorney

EXHIBIT B-4

| | Name | WEX or BE | Start Date | End Date | Age | Gender | Current Grade | Race/ Ethnicity | Low Income (Y/N) | High School Graduate/GED (Y/N) | Pregnant or Parenting Youth (Y/N) | Felony (Y/N) | Basic Skills Deficient (Y/N) | Homeless (Y/N) | Disability (Y/N) | Foster care/ Aged out of foster care (Y/N) | Other |
|----|------|-----------------|---------------|-------------|-----|--------|------------------|--------------------|------------------------|--------------------------------------|---|-----------------|---------------------------------------|-------------------|---------------------|---|-------|
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