



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 09/05/2023

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

YWCA of Southern Arizona

**\*Project Title/Description:**

Facility Rehab at House of Neighborly Services

**\*Purpose:**

The Project will enable Subrecipient to make the facility available as a community meeting space for agency programming and community use in the City of South Tucson Community Development target area. Due to an increase in material costs, additional funding has been identified to complete project activities.

Attachment Contract Number CT-CR-23-218, Amendment 1

**\*Procurement Method:**

This Subrecipient Agreement is a non-procurement contract and not subject to Procurement rules.

**\*Program Goals/Predicted Outcomes:**

The Project will provide a suitable community environment through improved and increased quality and access to neighborhood public facilities. Residents in the City of South Tucson and surrounding areas will have increased accessibility to the facility to conduct community meetings, special events and other programs promoting and supporting individual sustainability in the City of South Tucson.

**\*Public Benefit:**

Upon completion, the Project will meet the HUD CDBG National Objective to serve low- to moderate-income persons and provide programming and resources in the improved facility.

**\*Metrics Available to Measure Performance:**

One facility will be improved in the City of South Tucson Community Development Target Area.

**\*Retroactive:**

No.

TO: COB 8-23-23 (1)  
Vers.: 2  
pgs.: 3

AMI approved  
BB 08.18.23

AUG22'23AM0937 PD

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: CT Department Code: CR Contract Number (i.e., 15-123): 23-218  
Amendment No.: 01 AMS Version No.: 02  
Commencement Date: 12/01/22 New Termination Date: 11/30/2023  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ 5,000.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:** U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG)

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: Joel Gastelum/Joel Viers

Department: CWD

Telephone: 724-6750/724-6767

Department Director Signature: [Signature]

Date: 8-18-23

Deputy County Administrator Signature: [Signature]

Date: 19 Aug 2023

County Administrator Signature: [Signature]

Date: 8/18/2023

**Pima County Department of Community and Workforce Development****Project:** Facility Rehab at House of Neighborly Services**Subrecipient name and address:** YWCA of Southern Arizona  
525 North Bonita Avenue  
Tucson, Arizona 85745**Amount:** \$75,000.00**Contract No.:** CT-CR-23-218**Amendment No.:** 01

<b>Subrecipient Unique Entity Identifier (UEI):</b>	FXK6U8JPNLJ8	<b>SAM expiration date (if applicable):</b>	12/05/2023
<b>Federal Award Identification Number (FAIN)</b>	B-22-UC-04-0502	<b>Federal award date</b>	09/18/2022
<b>Subaward term/ period of performance start and end date</b>	12/01/2022 -- 11/30/2023	<b>Subaward budget period start and end date</b>	12/01/2022 -- 11/30/2023
<b>Amount of federal funds obligated by this action by the pass-through entity to the subrecipient (amount of this agreement or amendment)</b>			\$5,000.00
<b>Total amount of federal funds obligated to the subrecipient by the pass-through entity including the current financial obligation (amount of this agreement, plus any amendments, including this amendment)</b>			\$75,000.00
<b>Total amount of the federal award committed to the subrecipient by the pass-through entity (original amount of this agreement, plus any amendments, plus any match, plus any future budget periods, if applicable)</b>			\$75,000.00
<b>Federal award project description (descriptive project title)</b>		The program objective is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income: The will fund a suitable community environment through improved and increased quality and access to neighborhood public facilities.	
<b>Funding agency</b>		U.S. Department of Housing and Urban Development	
<b>Pass-through entity (primary recipient)</b>		Pima County	
<b>Pass-through entity (secondary recipient, if applicable)</b>		N/A	
<b>Assistance listing number and title (applies to 100% of this sub-award, including all disbursements)</b>		14.218 Community Development Block Grant/Entitlement Grants (CDBG)	
<b>Is this subaward for research and development?</b>			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Subrecipient indirect cost rate and methodology</b>	<input type="checkbox"/> Negotiated Indirect Cost Rate Agreement	<input type="checkbox"/> De minimis rate	<input checked="" type="checkbox"/> No Indirect
<b>Required match</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Match amount</b>	\$0.00

## SUBAWARD AMENDMENT

### 1. BACKGROUND AND PURPOSE.

- 1.1. Background. On June 7, 2022, County and Subrecipient entered into the above referenced agreement to make the facility available as a community meeting space for agency programming and community use in the City of South Tucson Community Development target area.
- 1.2. Purpose. Due to the increase in material costs, additional funding has been identified to complete project activities.

### 2. SCOPE OF WORK – EXHIBIT A

**2.1 Budget; Adjustment.** The budget in Section 9 of Exhibit A is replaced in its entirety with the below amended budget. This budget will remain in effect throughout the term unless otherwise adjusted and formally agreed to.

Budget Line Item	Roofing Improvements	Windows & Doors	Electrical & Lighting Improvements	TOTAL	Adjusted Direct Cost	Indirect Cost (0%)
Other: Contractual - Construction	\$20,000.00	\$20,000.00	\$35,000.00	\$75,000.00	(excluded from MTDC)	(excluded from MTDC)
				<b>Total Direct Costs</b>		\$75,000.00
				<b>Modified Total Direct Costs (MTDC)</b>		\$0.00
				<b>Indirect Costs</b>		\$0.00
				<b>TOTAL BUDGET (Total Direct Costs + Total Indirect Costs)</b>		\$75,000.00

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

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This agreement may be executed in counterparts, each of which, when taken together, will constitute one original agreement.

**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

8/7/2023  
\_\_\_\_\_  
Date

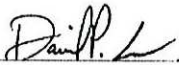
**SUBRECIPIENT**

  
\_\_\_\_\_  
Authorized Officer Signature

Magdalena Verdugo  
\_\_\_\_\_  
Printed Name and Title

DATE: 8/8/2023  
\_\_\_\_\_

APPROVED AS TO CONTENT

  
\_\_\_\_\_  
Department Head

8-15-23  
\_\_\_\_\_  
Date