



**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):**

Grantor: Arizona Department of Economic Security

**\*Project Title/Description:**

Housing Support Services grant funds from the Arizona Department of Economic Security.

**\*Purpose:**

This is a request for the Pima County Board of Supervisors to approve the Arizona Department of Economic Security (ADES) Offer and Acceptance for the Housing Support Services. In April, ADES released a Request for Proposal for providers to assist people experiencing homelessness in Pima County.

If awarded these funds, the Pima County Community Services, Employment and Training Department will be able to provide homeless prevention assistance, short-term rapid rehousing rental assistance, and bridge housing for long-term homeless participants to stabilize before moving into permanent housing.

A standardized assessment tool will be used to match participants to the Pima County Sullivan Jackson Employment Center (SJEC). Program participants will be placed in an emergency shelter to stabilize and then will be placed into permanent housing within thirty days of entering the program. Throughout the course of the program, case managers work with participants to overcome barriers to self-sufficiency, including substance abuse treatment and finding work. After clients find work, they begin to contribute toward their rent with the goal of becoming self-sufficient within six months and not returning to homelessness.

Attachments: Arizona Department of Economic Security Offer and Acceptance for the Housing Support Services Resolution

**\*Procurement Method:**

Not applicable

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

The goal is to provide temporary emergency shelter (bridge housing) for 50 households, rapid rehousing for 50 individuals/households, and eviction prevention for 25 households.

**\*Public Benefit:**

This program aims to end or prevent homelessness, primarily through employment. After completing the program, participants will become self-reliant, which will reduce costs on emergency and medical systems.

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

The grant requires program participant information and services provided be entered in the Homeless Management Information System (HMIS).

**\*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: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_

Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_

Effective Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense or  Revenue  Increase  Decrease Amount This Amendment: \$ \_\_\_\_\_

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

**\*Funding Source(s) required:**

Funding from General Fund?  Yes  No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards)  Award  Amendment

Document Type: GTAP Department Code: CS Grant Number (i.e.,15-123): 18-87

Effective Date: July 1, 2018 Termination Date: June 30, 2019 Amendment Number: \_\_\_\_\_

Match Amount: \$ \_\_\_\_\_  Revenue Amount: \$ 635,000

**\*All Funding Source(s) required:** Arizona Department of Economic Security

**\*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: Daniel P. Sullivan

Department: Community Services, Employment and Training Telephone: 520-724-7309

Department Director Signature/Date: *Charles [Signature]* 7/29/18

Deputy County Administrator Signature/Date: *[Signature]* 4/25/18

County Administrator Signature/Date: *C. Bullock* 4/25/18  
*(Required for Board Agenda/Addendum Items)*

**RESOLUTION NO. 2018-\_\_\_\_\_**

**RESOLUTION OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA AUTHORIZING THE PIMA COUNTY COMMUNITY SERVICES, EMPLOYMENT AND TRAINING DEPARTMENT TO RESPOND TO THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY REQUEST FOR PROPOSAL (RFP) FOR HOUSING SUPPORT SERVICES IN PIMA COUNTY.**

**The Board of Supervisors of Pima County, Arizona finds that:**

1. Pima County receives funds under the federal Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act to operate the Sullivan Jackson Employment Center and provide employment and housing assistance for individuals experiencing homelessness in Pima County.
2. Pima County receives funds through the Arizona Department of Economic Security to provide emergency rent assistance to prevent eviction.
3. Pursuant to A.R.S. § 11-254.04, County may appropriate and spend public monies for and in connection with activities that the County Board of Supervisors finds and determines will assist in the creation or retention of jobs or will otherwise improve or enhance the economic welfare of County inhabitants.
4. Arizona Department of Economic Security issued a Request for Proposals No. ADES18-00008025 for Housing Support Services – Maricopa and Pima Counties. The RFP announces the availability of an estimated \$560,000.00 for Temporary Emergency Shelter in Pima County and \$660,000.00 for Rapid Rehousing in Pima County, and \$200,000.00 for homeless prevention for both Counties.
5. The Sullivan Jackson Employment Center has identified an unmet need for housing for homeless individuals with substance use and mental health disorders, and wishes to provide a targeted program that will combine bridge housing, rapid rehousing and eviction prevention services focused on this population.
6. Pima County wishes to submit a proposal for \$635,000, to include the following contracted partners, who possess expertise required to serve this population, as follows:
  - a. Community Bridges, Inc., was identified through a competitive RFP process conducted by the Regional Behavioral Health Authority under state procurement guidelines, will provide Rapid Rehousing services coupled with substance abuse treatment and behavioral health, for 50 households for a total of \$460,000.00.
  - b. Old Pueblo Community Services was identified through a competitive RFP process conducted by Pima County, and will provide Temporary Emergency Shelter services using the bridge housing model, which helps stabilize individuals while they secure housing, for a total of \$95,000.00.

7. Pima County finds that the provision of temporary emergency shelter, rapid rehousing, employment services and eviction prevention is in the best interest of the residents of the County and therefore, will submit a proposal to the Arizona Department of Economic Security in response to RFP No. ADES18-00008025.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Director of the Community Services, Employment and Training Department is authorized to sign and submit a proposal in response to RFP No. ADES18-00008025 in the amount of \$635,000.00 from Arizona Department of Economic Security.
2. If funding is awarded pursuant to County's proposal for Housing Support Services, the Chairman of the Pima County Board of Supervisors is authorized to sign an Intergovernmental Agreement between Pima County and the Arizona Department of Economic Security to accept such funding.
3. The Chairman is authorized to execute agreements between Pima County and Community Bridges, Inc., to provide Rapid Rehousing, and between Pima County and Old Pueblo Community Services, to provide Temporary Emergency Shelter.

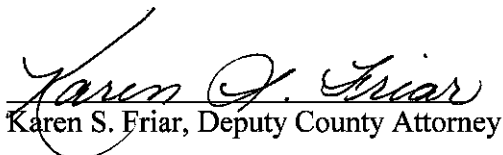
Passed and adopted, this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Richard Elias, Chairman  
Pima County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:

  
Karen S. Friar, Deputy County Attorney

## Offer and Acceptance



Solicitation No.: ADES18-00008025

Description: Housing Support Services – Maricopa and Pima Counties

### Offer and Acceptance

#### TO THE STATE OF ARIZONA:

The Undersigned hereby offers and agrees to provide furnish the material, service or construction in compliance with all Terms, Conditions, Best and Final Offer, Scope of Work, Amendments, et. al. in the Solicitation including any written exceptions in the offer accepted by the State.

Pima County

<b>Company Name</b>	<b>Signature of Person Authorized to Sign Offer</b>
2797 East Ajo Way	Richard Elias, Pima County Board of Supervisors Chairman
<b>Address</b>	<b>Printed Name and Title</b>
Tucson AZ 85713	(520) 724-8126
<b>City State Zip</b>	<b>Contact Phone</b>
www.pima.gov	<b>Contact Email Address</b>
<b>Web address</b>	

#### CERTIFICATION

By signature in the Offer section above, the Offeror certifies:

1. The submission of the Offer did not involve collusion or other anticompetitive practices.
2. The Offeror shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465.
3. The Offeror has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause shall result in rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.
4. The Offeror is not debarred by, or otherwise prohibited from participating in any publically-funded contract awarded by any Federal, State or local jurisdiction.
5. The Offeror certifies compliance with A.R.S. § 41-3532 when offering electronics or information technology products, services, or maintenance.

#### ACCEPTANCE OF OFFER (FOR STATE OF ARIZONA)

The Offer is hereby accepted.

The Contractor is now bound to sell the services listed by the attached contract and based upon the solicitation, including all Terms, Conditions, Best and Final Offer, Scope of Work/Specifications, Amendments, et. al., and the Contractor's Offer as accepted by the State of Arizona.

This Contract shall henceforth be referred to as Contract No. \_\_\_\_\_

The effective date of the Contract is \_\_\_\_\_

The Contractor is cautioned not to commence any billable work or to provide any material or service under this contract until Contractor receives purchase order, contract release document or written notice to proceed.

Awarded this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
Procurement Officer