



**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 Home Repair Projects of Arizona, Inc.

**\*Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs. Provide emergency home repair to eligible low-income households. The original contract and amendments may be found under CT-17\*426. Search for contract number 17%426 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-17-426 (Amendment 2)

**\*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 Home Repair Projects of Arizona, Inc. will provide emergency home repair to 70 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.

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To: COB - 6-14-18  
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(1)

Attendee

**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): 17-426  
Amendment No.: 2 AMS Version No.: 3  
Effective Date: 7/1/18 New Termination Date: 6/30/19  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
 Expense or  Revenue  Increase  Decrease Amount This Amendment: \$ 25,403.00  
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 Longauer 6/13/18  
Deputy County Administrator Signature/Date: \_\_\_\_\_  
County Administrator Signature/Date: C. R. Schubert 6/13/18  
*(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

Awardee: Community Home Repair Projects of  
Arizona, Inc.  
PO Box 26215  
Tucson, AZ 85726

DUNS: 098534469

SAM Registration Date: 1/22/18

Contract No: CT-CS-17-426

Amendment No: 02

Funding: CSBG

<b>CONTRACT</b>
NO. <u>CT-CS-17-426</u>
AMENDMENT NO. <u>02</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:	\$25,403.00
Term Prior Amendment:	N/A	Prior Amended Amount:	\$70,000.00
Term This Amendment	6/30/19	Amount This Amendment:	\$25,403.00
		Revised Contract Amount:	\$120,806.00

Pima County (“County”), a body politic and corporate of the State of Arizona, and Community Home Repair Projects of Arizona, Inc. (“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 homeowners.

**AMENDMENT TWO**

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

1. **SECTION 3.0 – COMPENSATION AND PAYMENT**, Paragraph 3.1 is amended to increase "the Maximum Allocated Amount":

FROM: \$95,403.00

TO: \$120,806.00

2. **SECTION 25 – COORDINATION** is amended to add the following:

Awardee's contact in this regard will be:

Manira Cervantes

520-724-5710

[Manira.Cervantes@pima.gov](mailto:Manira.Cervantes@pima.gov)

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

3.1. **SECTION 5 – OUTCOMES - AWARDEE**, paragraph 5.1 (ROMA Goal 2), is amended to decrease the number of households served under NPI 2.1D:

FROM: 155

TO: 70

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 – 6/30/19:

Description	CSBG Funding Amount
Personnel/ERE	\$15,000.00
Professional Services & Outside Services	\$1,500.00
Travel	\$650.00
Space (Rent/Utilities)	\$150.00
Materials and Supplies	\$6,000.00
Operating Services	\$1,500.00
Administrative Costs cannot exceed 15% of grant award	\$603.00
<b>Total Budget</b>	<b>\$25,403.00</b>

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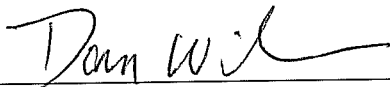
3.3 Exhibit A-1 is replaced with the attached 2019 Federal Poverty Income Guidelines.

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

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

Date: \_\_\_\_\_

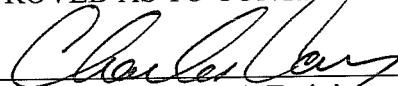
DAN WILHELM, SUPERVISOR  
Printed Name & Title

ATTEST:

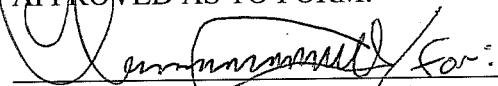
Date: 6/13/18

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

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Director, Employment & Training

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Karen S. Friar, Deputy County Attorney



**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

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COMMUNITY SERVICES, EMPLOYMENT AND TRAINING DEPARTMENT  
2797 E. Ajo Way  
Tucson, AZ 85713  
(520) 724-7700 • Fax (520) 724-6796

