



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

**Requested Board Meeting Date:** March 15, 2016

**or Procurement Director Award** ☐

**Contractor/Vendor Name (DBA):** Portable Practical Education Preparation, Inc.

**Project Title/Description:**

Behavioral Health Counseling Services

**Purpose:**

Provide behavioral health counseling to address a variety of barriers to work. The amendment is to extend the contract until 3/31/17.

**Procurement Method:**

RFP No. CSET-09-2012-BHC

**Program Goals/Predicted Outcomes:**

Help referred ARIZONA@WORK aka One-Stop participants identify and address a variety of barriers to work, including anxiety, depression, anger, low self esteem, addiction, resistance to authority, and parenting difficulties to aid in employment success.

**Public Benefit:**

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 participant's treatment within three business days of participant's last session.

**Retroactive:**

N/A

To: COB- 3-2-16 - (1)  
Pg# - 2

Procure Dept 02/23/16 PM0356

**Original 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): \_\_\_\_\_

Cost to Pima County General Fund: \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards  
Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards  
Vendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

**Amendment Information**

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 14-360  
Amendment No.: 2 AMS Version No.: 12  
Effective Date: Upon execution New Termination Date: 3-31-17  
☒ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ N/A  
Funding Source(s): U.S. Department of Labor, Arizona Department of Economic Security (ADES) and Pima County General Funds  
Cost to Pima County General Fund: N/A

Contact: Rise Hart

Department: Community Services

Telephone: 724-5723

Department Director Signature/Date: \_\_\_\_\_

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date:  
(Required for Board Agenda/Addendum Items)

*Charles Long* 2/23/16  
*C. Duckert* 2/23/16

**PIMA COUNTY COMMUNITY SERVICES  
EMPLOYMENT AND TRAINING  
CONTRACT AMENDMENT**

**CONTRACT**

NO. CT-CS-14-360

AMENDMENT NO. 02

This number must appear on all  
invoices, correspondence and  
documents pertaining to this  
contract.

Program Name: Behavioral Health Counseling Services  
Contractor: Portable Practical Education Preparation, Inc.  
802 E. 46<sup>th</sup> Street  
Tucson, AZ 85713  
Contract No: CT-CS-14-360  
Amendment No: 02  
Funding: United States Department of Labor, Arizona Department of Economic  
Security, and Pima County General Funds

Original Contract Term:	4/01/14 – 03/31/15	Orig. Contract Amount:	\$6,000.00
Term Prior Amendment:	4/01/14 – 03/31/16	Prior Amended Amount:	\$3,000.00
Term This Amendment:	3/31/17	Amount This Amendment:	N/A
		Revised Contract Amount:	\$9,000.00

Pima County a body politic and corporate of the State of Arizona ("County") and Portable Practical Educational Preparation (PPEP), Inc. ("Contractor") have entered into the above referenced contract to provide behavioral health counseling services to One Stop participants.

**AMENDMENT NO. TWO**

**RECITALS**

- A. The Pima County Board of Supervisors finds that continuing to provide behavioral health counseling services to One Stop participants is in the best interests of the County.
- B. County has reviewed Contractor's performance and finds it satisfactory.
- C. The parties agree to extend the Contract for the provision of services for an additional one year term.

NOW, THEREFORE, COUNTY and CONTRACTOR agree to amend the Contract as follows:

A. **ARTICLE I – TERM AND EXTENSION**, Paragraph A, is amended follows:

- 1. The termination date is changed:

FROM: March 31, 2016

TO: March 31, 2017

2. The number of available extensions is changed:

FROM: three (3) 12-month periods or any portion thereof

TO: This Contract will not be renewed.

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

**PIMA COUNTY**

**CONTRACTOR**

\_\_\_\_\_  
Chair, Board of Supervisors

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTEST**

\_\_\_\_\_  
Print Name and title

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

\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

\_\_\_\_\_  
Community Services Director

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

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