



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

Award  Contract  Grant

Requested Board Meeting Date: March 17, 2020

\* = Mandatory, information must be provided

or Procurement Director Award

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

The Center for Life Skills Development, LLC

**\*Project Title/Description:**

Behavioral Health Counseling Services. The original contract and amendments can be found in OnBase by searching Contract 17\*314 in Doc\_ID\_AMS.

**\*Purpose:**

The Center for Life Skills Development, LLC will provide behavioral health counseling to address a variety of barriers to work. The amendment is to increase funds and extend the term date for another year allowing for behavioral health counseling services to be available to eligible participants.

Attachment: Contract Number CT-CS-17-314 (Amendment 3)

**\*Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-WF-2015-8 was conducted with delegated authority.

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

The Center for Life Skills Development, LLC, a subrecipient, will help referred ARIZONA@WORK 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:**

This service 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 will be written within three business days of participant's last session.

**\*Retroactive:**

No.

*To: COB- 2-25/20  
Ver. - 20  
pgs - 3 (1)*

**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 22-10.*

**Amendment / Revised Award Information**

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 17-314

Amendment No.: 03 AMS Version No.: 20

Effective Date: 3/31/20 New Termination Date: 3/31/21

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

Expense or  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 Labor Innovation and Opportunity Act, Arizona Department of Economic Security (ADES) and Pima County General Funds

Funding from General Fund?  Yes  No If Yes \$ 1,000.00 % \_\_\_\_\_

**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: \_\_\_\_\_

*[Handwritten Signature]* 2-21-20

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

*[Handwritten Signature]* 2-21-2020

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

*(Required for Board Agenda/Addendum Items)*

**Pima County Department of Community Services, Employment and Training Department**

**Project:** Behavioral Health Counseling Services

**Awardee:** The Center for Life Skills Development, L.L.C.  
3131 N. Country Club, Suite 100  
Tucson, AZ 85716

**Contract No.:** CT-CS-17\*314

**Contract Amendment No.:** 03

Original Contract Term:	04/01/17 – 03/31/18	Orig. Contract Amount:	\$5,000.00
Termination Date Prior Amendment:	03/31/20	Prior Amendments Amount:	\$10,000.00
Termination Date This Amendment:	03/31/21	This Amendment Amount:	\$5,000.00
		Revised Total Amount:	\$20,000.00

<b>DUNS No.:</b> 050552475		<b>SAM Registration Date:</b> 7/8/19	
<b>Research or Development:</b>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Federal Contract No.:</b>	DI19-002205	<b>Award Date:</b>	2019
<b>Required Match:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Match Amount:</b>	
<b>Indirect Cost Rate:</b>	<input type="checkbox"/> Federal	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis <input checked="" type="checkbox"/> None
<b>Status of Contractor:</b>	<input checked="" type="checkbox"/> Subrecipient		<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
17.258	U.S. Department of Labor (“DOL”)/AZ Department of Economic Security (“ADES”) Workforce Innovation and Opportunity Act (WIOA)-Adult	\$776,736,000.00	\$2,309,890.00
17.278	WIOA-Dislocated Worker	\$1,015,530,000.00	\$4,976,591.00
17.259	WIOA-Youth	\$831,842,000.00	\$2,347,242.00

**AMENDMENT THREE**

**1. BACKGROUND AND PURPOSE.**

**1.1 Background.**

- 1.1.1. On April 4, 2017, Pima County (“County”) and The Center for Life Skills Development, L.L.C. (“Awardee”), entered into the above-referenced contract to provide behavioral health counseling services for adults, dislocated workers, and youth.
- 1.1.2. County, as Grantee, receives Workforce Innovation and Opportunity Act (“WIOA”) grant funds from the U.S. Department of Labor and provides them to subrecipients, including Awardee, to provide eligible services. The WIOA grant ends June 30, 2021.
- 1.1.3. The Board of Supervisors accepted additional WIOA funds on October 15, 2019 (GTAM-CS-20-007).

- 1.2 **Purpose.** County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop).
- 1.2.1. Awardee has the expertise to provide behavioral health counseling.
- 1.2.2. County wishes to continue behavioral health counseling services provided by Awardee for an additional year.
- 1.2.3. County has reviewed Awardee's performance of the services and finds it satisfactory.

**2. TERMS AND EXTENSIONS, SECTION 1.0, paragraph 1.1 is amended as follows:**

- 2.1 The termination date is changed:  
 FROM: March 31, 2020  
 TO: March 31, 2021
- 2.2 The number of available renewals is changed:  
 FROM: two (2) additional years or any portion thereof  
 TO: one (1) additional year or any portion thereof

**3. COMPENSATION AND PAYMENT, SECTION 3.0 is amended as follows:**

- 3.1 **Paragraph 3.1** is amended to increase "the Maximum Allocated Amount":  
 FROM: \$15,000.00  
 TO: \$20,000.00

3.2 **Paragraph 3.2**, the table is deleted in its entirety and replaced with the following:

Funding Source	Maximum Amount Allocated				Anticipated Expenditure
	4/1/17 – 3/31/18	4/1/18 – 3/31/19	4/1/19 – 3/31/20	4/1/20- 3/31/21	
WIOA grant	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$16,000.00
Pima County General Funds	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$4,000.00
<b>Anticipated Allocations TOTAL</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$20,000.00</b>

**4. NOTICE, SECTION 16.0, paragraph 16.2 is amended to change the Awardee's address to the following:**

3131 N. Country Club, Suite 100  
 Tucson, AZ 85716

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