



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 05/02/2023

* = Mandatory, information must be provided

or Procurement Director Award:

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

SFB Software Design LLC

***Project Title/Description:**

Software maintenance and user support.

***Purpose:**

Software maintenance and user support for existing database systems. This amendment extends the contract and adds additional funds.

***Procurement Method:**

Direct Select per Board of Supervisor Policy 29.6.III-C

***Program Goals/Predicted Outcomes:**

Provide maintenance and support to existing database systems.

***Public Benefit:**

Maintain various databases related to law enforcement and financial activities.

***Metrics Available to Measure Performance:**

Monthly invoices and work performed detail.

***Retroactive:**

No.

TO: COB 4-5-23(1)
VERS: 10
PGS: 2

APR04 23 PM 01:51 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: SD Contract Number (i.e., 15-123): 19*412

Amendment No.: 4 AMS Version No.: 10

Commencement Date: 07/01/2023 New Termination Date: 06/30/2024

Prior Contract No. (Synergen/CMS):

Expense Revenue Increase Decrease

Amount This Amendment: \$ 48,600.00

Is there revenue included? Yes No If Yes \$

*Funding Source(s) required: General Fund

Funding from General Fund? Yes No If Yes \$ 48,600.00 %

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: Bonnie Schaeffer

Department: Sheriff

Telephone: 520-351-6374

Department Director Signature: Julia Gotes

Date: 3/30/2023

Deputy County Administrator Signature: [Signature]

Date:

County Administrator Signature: [Signature]

Date: 3/31/2023



Pima County Sheriff's Department

Chris Nanos, Sheriff

MEMORANDUM

TO: Ms. Jan Leshar
Pima County Administrator

From: Chris Nanos ^②
Sheriff of Pima County

RE: Amendment Request -
Direct Select SFB Design LLC.
CT 19*412

Date: March 9, 2023

Pursuant to Board of Supervisors Policy D29.6 III.C - Direct Selection and Procurement Procedure No. PO-50, approval was received to direct select SFB Software Design LLC. to provide software maintenance and user agreement, and Contract Number CT 19*412 was awarded in the amount of \$45,000.00.

Background: Ms. Schaefer has been a contractor with the Sheriff's Department for over 25 years. During this period, she has designed and developed numerous Microsoft Access Systems that are currently used by our Civil Unit and Financial Services Unit. Ms. Schaefer has customized her databases to meet departmental needs. The current term of the contract expires June 30, 2023. The contract is very cost-beneficial given the quality services and the results that we have received. Amending Ms. Schaefer's contract for an additional one-year period pursuant to Article 1 - Term and Extension/Renewal in an annual amount of \$48,600.00 will allow her to continue providing maintenance and support for the existing systems.

Requested Action: The Sheriff's Department requests approval to amend CT 19*412 to extend the contract for an additional one-year period through June 30, 2024 in an annual amount of \$48,600.00 for a not-to-exceed amount of \$235,800.00 to allow for continued services with SFB Software Design LLC. pursuant to the Direct Select provisions of Board of Supervisors Policy D29.6, III-C.

:bs

Approved as to Form: *Terri Spencer*
Terri Spencer
Procurement Director

Date: 3/9/2023

Direct Select Approved: *Jan Leshar*
Jan Leshar
Pima County Administrator

Date: 3/15/2023

Pima County Sheriff's Department

Project: Software Maintenance and User Support

Contractor: SFB Software Design LLC.

Contract No.: CT-SD-19*412

Contract Amendment No.: 04

Orig. Contract Term: 07/01/2019 - 06/30/2020	Orig. Amount:	\$ 45,000.00
Termination Date Prior Amendment: 06/30/2023	Prior Amendments Amount:	\$142,200.00
Termination Date This Amendment: 06/30/2024	This Amendment Amount:	\$ 48,600.00
	Revised Total Amount:	\$235,800.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On July 1, 2019, County and Contractor entered into the above referenced agreement to provide software maintenance and user support for existing database systems.

1.2. Purpose. County requires additional year of software maintenance and user support for existing databases.

2. Term. The County is exercising the fourth extension option to renew the contract for one additional year commencing on July 1, 2023 and terminating on June 30, 2024. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in Article 3, is increased by \$48,600.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$235,800.00.

4. Scope of Services. The parties have revised the Scope of Services as follows: delete the following supported programs: Minimum Security facility accounting system, Minimum Security facility specialists' accounts viewer, Minimum Security facility accounting front desk data entry system and Air Unit mission management and statistical database as of July 1, 2023.

5. **Forced Labor of Ethnic Uyghurs.** Pursuant to A.R.S. § 35-394, if Contractor engages in for-profit activity and has 10 or more employees, Contractor certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Contractor must notify the County within five business days and provide a written certification to County regarding compliance within one hundred eighty days.

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

PIMA COUNTY

Chair, Board of Supervisors

Date

CONTRACTOR



Authorized Officer Signature

Janet Schaefer

Printed Name and Title

3-29-23

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney

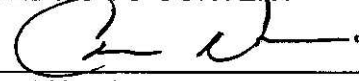
SEAN HOLGUIN

Print DCA Name

3/8/23

Date

APPROVED AS TO CONTENT



Department Head

MARCH 30, 2023

Date