



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 04/18/23

* = Mandatory, information must be provided

or Procurement Director Award:

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

Nancy Chow

***Project Title/Description:**

Academic Tutoring Services

***Purpose:**

Contractor will provide one-on-one tutoring in Mathematics, English Language Arts (ELA), Social Studies, and electives to formerly out-of-school youth. This amendment will provide continued provision of academic tutoring services, as needed, in various subjects for the 2023-2024 school year (SY). The contract can be found in OnBase by searching Contracts CT-CR-21*353 (Formerly CT-CS-20*341) in DOC_ID_AMS.

Amendment (05) extends the term by one year and adds funds of \$44,000.00 for SY 2023-2024.

Attachment: Contract Number CT-CR-21*353 (Amendment 05).

***Procurement Method:**

Processed per Pima County Board of Supervisors Policy 29.6, III-A, RFP-CSET-PVHS-2020-01.

***Program Goals/Predicted Outcomes:**

Youth participants will improve their academic performance sufficiently to pass Math, ELA, Social Studies, and elective courses. Students will demonstrate mastery on state subject area tests and progress towards a high school diploma.

***Public Benefit:**

Youth participants will complete their high school education, improve skills needed to obtain sustainable employment, and continue onto post-secondary education, career training and/or employment.

***Metrics Available to Measure Performance:**

The tutor will be evaluated by the PVHS Program Manager and/or Program Coordinator, by reviewing student academic improvement, which will be measured by weekly comprehension assessments, course final exams, and state standardized tests.

***Retroactive:**

No.

TO: COB 4/5/23 Q
VERS: 11
PGS: 3

APR05'23PM1251 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: CR Contract Number (i.e., 15-123): 21*353
Amendment No.: 05 AMS Version No.: 11
Commencement Date: 07/01/2023 New Termination Date: 06/30/2024
Prior Contract No. (Synergen/CMS): CT-CS-20*341

Expense Revenue Increase Decrease

Amount This Amendment: \$ 44,000.00

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

*Funding Source(s) required: State Equalization

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): _____
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: Andie Tate

Department: Community & Workforce Development

Telephone: 520-724-9742

Department Director Signature: [Signature] Date: 3/29/2023
Deputy County Administrator Signature: [Signature] Date: 31 March 2023
County Administrator Signature: [Signature] Date: 4/2/2023

Pima County Department of Community & Workforce Development (Pima Vocational High School)

Project: Academic Tutoring Services

**Contractor: Nancy Chow
4977 N. Plaza Amor
Tucson, AZ 85704**

Contract No.: CT-CR-21*353 (FKA CT-CS-20-341)

Contract Amendment No.: Five (05)

Funding: State Equalization

Orig. Contract Term: 07/01/2020-06/30/2021	Orig. Amount:	\$ 35,000.00
Termination Date Prior Amendment: 06/30/2023	Prior Amendments Amount:	\$ 80,000.00
Termination Date This Amendment: 06/30/2024	This Amendment Amount:	\$ 44,000.00
	Revised Total Amount:	\$159,000.00

CONTRACT AMENDMENT – AMENDMENT FIVE

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

1. Background and Purpose.

1.1. Background. On July 1, 2020, County and Nancy Chow ("Contractor") entered into the above referenced agreement to provide academic tutoring services to Pima Vocational High School ("PVHS").

1.2. Purpose. County requires continued provision of academic tutoring services to the students of PVHS for the 2023-2024 school year.

2. Term, Section 2. The County is exercising the third 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. Compensation and Payment, Section 5. Paragraph 5.2 Maximum Payment Amount is amended to increase the NTE amount from \$115,000.00 to \$159,000.00.

4. 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

Contract No.: CT-CR-21*353

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Revised 8/19/22

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.

SIGNATURE PAGE TO FOLLOW

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

PIMA COUNTY

CONTRACTOR

Chair, Board of Supervisors

Nancy Chow
Authorized Officer Signature

Date

Nancy Chow - Tutor
Printed Name and Title

3-26-23
Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

[Signature]
Deputy County Attorney

03/14/2023
Print DCA Name

APPROVED AS TO CONTENT

[Signature]
for Daniel Sullivan, Director
Community & Workforce Development

3-29-23
Date