



BOARD OF SUPERVISORS AGENDA ITEM REPORT CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: June 4, 2019

* = Mandatory, information must be provided

or Procurement Director Award

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

Gloria Proo

***Project Title/Description:**

Professional Development for Pima Vocational High School ("PVHS") administrators and staff. The contract can be found in On Base by searching Contracts CT- CS -18*377 in Doc_ID_AMS.

***Purpose:**

Contractor will assist in academic program development at PVHS to meet state Charter School Standards and ensure compliance with state and federal requirements needed to maintain state and federal funding.

Amendment (1) reason: one year extension to include SY 2019 - 2020.

Attachment: Contract Number CT-CS-18*377 (Amendment 01)

***Procurement Method:**

RFP-CSET-PVHS-2018-04 per Pima County Board of Supervisors Policy D29.6 Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

PVHS will be in compliance with all state and federal performance requirements to qualify for continued state funding and grants in order to serve out-of-school youth from Pima County's high poverty areas.

***Public Benefit:**

PVHS's compliance with state and federal requirements will enable the school and Pima County to qualify for funds to serve out-of-school, unemployed, and under-served youth from high poverty areas. All youth within Pima County will be able to complete the state requirements for an accredited high school diploma.

***Metrics Available to Measure Performance:**

Youth will earn an accredited high school diploma, receive vocational training, and improve successful placements in sustainable employment and post-secondary career training.

***Retroactive:**

NO

MAY 28 2019 PCC KDF HP
(initials)

To: COB 5-28-2019

Vers.: 02

Pgs.: 3

ADDENDUM

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): 18*377

Amendment No.: One (1) AMS Version No.: 2

Effective Date: July 1, 2019 New Termination Date: June 30, 2020

Prior Contract No. (Synergen/CMS): _____

 Expense or Revenue Increase Decrease Amount This Amendment: \$ 20,000.00Is there revenue included? Yes No If Yes \$ _____***Funding Source(s) required:** General Fund \$16,000.00

CSI Implementation Grant \$4,000.00

Funding from General Fund? Yes No If Yes \$ 16,000.00 % _____**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: Vanessa Mendoza

Department: Community Services Employment and Training Telephone: 724-9400

Department Director Signature/Date: *CHF* 5-23-19Deputy County Administrator Signature/Date: *CHF* Mar 5-23-2019.County Administrator Signature/Date: *C. DeMello* 5/23/19
(Required for Board Agenda/Addendum Items)

**Pima County Department of Community Services, Employment and Training
Pima Vocational High School**

Project: Professional Development for PVHS Administrators and Staff

Contractor: Gloria Proo
2202 E. Cooper Street
Tucson, AZ 85719

Contract No.: CT-CS-18*377

Contract Amendment No.: One (1)

Original Contract Term:	07/01/18 – 06/30/19	Orig. Contract Amount:	\$20,000.00
Termination Date Prior Amendment:	N/A	Prior Amendments Amount	N/A
Term This Amendment	07/01/19 – 06/30/20	Amount This Amendment:	\$20,000.00

PROFESSIONAL SERVICE CONTRACT – AMENDMENT NO. ONE (1)

1. Background and Purpose.

- 1.1. **Background.** On June 29, 2018, County and Contractor entered into the above-referenced contract to provide professional development services for administrative and instructional staff at Pima Vocational High School (“PVHS”).
- 1.2. **Purpose.** Continued provision of professional development training during 2019-2020 is in the best interests of PVHS students and the residents of Pima County.
2. **Section 2 – Term.** Pursuant to paragraph 2.2, County exercises the first of four (4) extension options. This Contract will terminate on June, 30, 2020.
3. **Section 5 – Compensation and Payment.** Pursuant to paragraph 5.2 – Maximum Payment Amount, the NTE Amount is \$20,000.00 for the 2019-2020 contract year. Total payments to Contractor under this contract, including any sales taxes, will not exceed \$40,000.00.
4. **Section 18 – Notice** is amended to change the County’s contact name:
FROM: Charles Casey, Director
TO: Arnold Palacios, Director
5. **EXHIBIT A – SCOPE OF WORK** is deleted in its entirety and replaced with the attached **Exhibit A1** (one page).

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

6. **Section 25 – Israel Boycott Certification** is deleted in its entirety and the remaining section is renumbered to conform.

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

The effective date of this Amendment is July 1, 2019.

PIMA COUNTY

Chairman, Board of Supervisors

Date: _____

ATTEST:

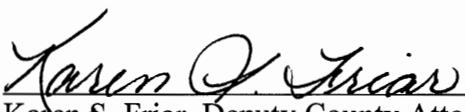
Clerk of the Board

Date: _____

APPROVED AS TO CONTENT:

 5-23-19
Arnold Palacios, Director Date
Community Services, Employment & Training

APPROVED AS TO FORM:


Karen S. Friar, Deputy County Attorney

SCOPE OF WORK

Contractor will:

1. Provide on-site training to PVHS Administrative Team and Instructional Staff as follows:
 - 1.1. Topics to be covered will include:
 - 1.1.1. Implementation of the applicable fiscal year Comprehensive School Improvement Grant; and
 - 1.1.2. Effective implementation of data-driven instruction strategies in and outside of the classroom.
 - 1.2. Training will be provided at least eight (8) hours per month, ten (10) months per fiscal year.
2. Create comprehensive training materials for distribution at each of the training sessions provided pursuant to paragraph 1.1 above.
3. Prepare and submit grant applications as directed by PVHS administration.
4. Assist in preparing reports of student and school progress for PVHS funding sources including, but not limited to, the Arizona Department of Education and Pima County.
5. Review, analyze and report, including suggestions for performance improvements, to PVHS administration on topics including, but not limited to:
 - 5.1. Student progress in the mastery of State academic standards (“AzCCRS”) to ensure PVHS meets State school improvement requirements;
 - 5.2. Efficacy of data collection and performance-analysis systems;
 - 5.3. Staff achievement of professional development goals and requirements; and
 - 5.4. Graduation rates of PHVS students.

END OF EXHIBIT A1