



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

Award     Contract     Grant

Requested Board Meeting Date: 06/20/2023  
or Procurement Director Award:

*\*=Mandatory, information must be provided*

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

City of Tucson

**\*Project Title/Description:**

Maintenance of the City of Tucson premises located at 201 N Stone -Amendment 3

**\*Purpose:**

Renewal of Agreement for the continued maintenance of City of Tucson premises located at 201 N. Stone

**\*Procurement Method:**

Exempt Per Section 11.04.020.

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

To renew, for one year, Pima County's agreement with City of Tucson for maintenance of the Premises located at 201 N. Stone. County will at the request and expense of the City of Tucson, maintain and repair the property (exterior, interior, major building systems except for the City's cooling tower), in addition to providing other contracted services to the City of Tucson Premises.

**\*Public Benefit:**

Ongoing maintenance of building located at 201 N. Stone for the mutual benefit of City of Tucson and Pima County

**\*Metrics Available to Measure Performance:**

Properly functioning building and associated systems. Pima County will be reimbursed for all costs, including administrative costs, for providing services to the City of Tucson.

**\*Retroactive:**

No

To COB: 5/12/23

Ver: 5

Page: 4 (1)

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THE APPLICABLE SECTIONS(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:
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 partly funded with Federal Funds? Yes No
If Yes, Is the Contract to 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: CTN Department Code: FM Contract Number (i.e., 15-123): 17-221
Amendment No.: 3 AMS Version No.: 5
Commencement Date: 07/01/2023 New Termination Date: 06/30/2024
Prior Contract No.(Synergen/CMS): N/A
Expense Revenue Increase Decrease Amount This Amendment: \$ 30,404.00
Is there revenue included? Yes No If Yes \$: 0.00
Funding Source(s) required: Reimbursement from City of Tucson for County provided maintenance
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:
\*Matching Funding from General Fund? Yes No If Yes, \$ %
\*Matching 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: Kevin Button Telephone: 520-724-8230
Department: Facilities Management
Department Director Signature: Date: 5-10-2023
Deputy County Administrator Signature: Date: 5-11-2023
County Administrator Signature: Date: 5/11/23

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**Pima County Department of Facilities Management**

**Project: Maintenance of the City of Tucson premises located at 201 N Stone -Amendment 3**

**Contractor: City of Tucson**

**Contract No.: CTN-FM-17-221**

**Contract Amendment No.:03**

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<b>Orig. Contract Term:</b> 07/01/2017 - 06/21/2019	<b>Orig. Amount:</b>	\$ 276,786.40
<b>Termination Date Prior Amendment:</b> 06/30/2023	<b>Prior Amendments Amount:</b>	\$ 421,926.00
<b>Termination Date This Amendment:</b> 06/30/2024	<b>This Amendment Amount:</b>	\$ 30,404.00
	<b>Revised Total Amount:</b>	<b>\$ 729,116.40</b>

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**AMENDMENT THREE**

THIS THIRD AMENDMENT is made by and between Pima County, a political subdivision of the State of Arizona ("**County**") and the City of Tucson, a municipal corporation ("**City**") who together are referred to as the "Parties".

**1. Background and Purpose.**

- 1.1. City purchased a portion (the "**City Property**") of the building (the "**Building**") located at 201 N. Stone on July 1, 2017. City and County recorded a Declaration of Easements in the Office of the Pima County Recorder, Sequence Number 20171810061 ("**Declaration**"). Under Section 5.01 of the Declaration, City is responsible for the repair and maintenance of the City Property.
- 1.2. On July 1, 2017, County and City entered into the above referenced agreement (the "**Contract**") under which County has repaired and maintained the City Property at City's expense.
- 1.3. The original term of the Contract expired on June 21, 2019. Under Section 4 of the Contract, the term could be extended by the Parties for up to 3 additional one-year periods.
- 1.4. Amendment 1, fully executed on June 22, 2021, retroactively extended the term to June 21, 2022.
- 1.5. Amendment 2, fully executed on July 5, 2022 extended the term to June 30, 2023.
- 1.6. City continues to require maintenance services from County as described in the Contract. As provided in Section 2 of the Contract, the estimated cost of all maintenance services ("**Maintenance Estimate**") can be adjusted by County at any time to better reflect actual services.

**2. Term.** The Parties hereby extend the term of the Contract to June 30, 2024.

3. **Estimated Payment Amount.** The Maintenance Estimate, including 10% administrative fee, for the extended term are set forth in **Exhibit A**.
  
4. **Effective Date.** Regardless of the date that the Parties approve and execute this Amendment, it will be deemed to have been effective as of July 1, 2023. All provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

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**PIMA COUNTY**, a political subdivision of  
the State of Arizona

**CITY OF TUCSON**, a municipal corporation

E-SIGNED by Carlos DeLaTorre  
on 2023-05-10 21:48:30 GMT

\_\_\_\_\_  
Adelita S. Grijalva  
Chair, Board of Supervisors

\_\_\_\_\_  
Carlos De La Torres, P.E. EGSD Director

May 10, 2023

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:


\_\_\_\_\_  
Melissa Manriquez, Clerk of the Board

APPROVED AS TO CONTENT

  
\_\_\_\_\_  
Tony Cisneros, Interim Director, Facilities Management

\_\_\_\_\_  
Date

APPROVED AS TO FORM

  
\_\_\_\_\_  
Tyler Campman, Deputy County Attorney

4/21/23

\_\_\_\_\_  
Date

**EXHIBIT A**  
**Maintenance Estimate**

Public Works Building - City of Tucson Portion 36%  
Estimated Maintenance Agreement Expense  
FY 2023-2024

Expense Category	FY2024 Annual Estimate
5010 - Repair & Maintenance Supplies	\$ 3,400.00
5012 - Chemicals	\$ 320.00
5145 - Security	\$ 210.00
5149 - R&M-Machinery & Equipment Services	\$ 690.00
5150 - R&M Building Services	\$ 6,380.00
5151 - R&M Grounds and Landscaping	\$ 620.00
5178 - Janitorial Services	\$ 90.00
5179 - Pest Control Services	\$ 880.00
5204 - Intradepartmental Supplies & Services - Charged In/Debit	\$ 200.00
5362 - ISF ITD Charges - Telecom	\$ 300.00
5428 - Labor Distribution Fringe Charged in/Debit	\$ 4,630.00
5430 - Labor Distribution Salaries Charged in/Debit	\$ 9,920.00
Total Estimated Expense	\$ 27,640.00
Estimated Administrative Fee (10%)	\$ 2,764.00
<b>Total Estimated Expense and Admin Fee</b>	<b><u>\$ 30,404.00</u></b>