



Contract Number: CT-CS-14-415-02
 Effective Date : 8-5-14
 Term Date : 2-28-15
 Cost : 67,113.-
 Revenue : _____
 Total : _____ NTE: _____
 Renewal By : Action
 Term : 12-1-14
 Reviewed by: JP 2-28-15

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: August 5, 2014

ITEM SUMMARY, JUSTIFICATION &/or SPECIAL CONSIDERATIONS:

Background

Tucson Youth Development, Inc. "Contractor" to provide workforce and academic services to youth enrolled in Pima County's summer program to prepare them for the workforce and encourage them to stay in school or return to school. Contract amendment is to increase funding and extend the term to continue providing services to youth.

Contractor and County in entering into this Contract have relied upon information provided in the Pima County Solicitation RFP No. CSET-WF-2011-01 including the Instructions to Bidders, Standard Terms and Conditions, Specific Terms and Conditions, Solicitation Addenda, Contractor's Proposal and on other information and documents submitted by the Contractor in its' response to said Solicitation.

Effective Date: 5/1/14

Termination Date: 2/28/15

Amendment Amount: \$67,113.00

Contract Officer: Risé Hart, 243-6723

Payment System: AMS

CONTRACT NUMBER (If applicable): CT-CS-14-415 – Amendment 2

STAFF RECOMMENDATION(S):

To be approved by Board of Supervisors.

CORPORATE HEADQUARTERS: _____

Procure Dept 07/16/14 PM0131

To: COB - 7.23.14
 Agenda 8.5.14
 (1)
 Ver. 6
 Vendor - 1
 Pgs. 6

CLERK OF BOARD USE ONLY: BOX M.G.

ITEM NO.

PIMA COUNTY COST: \$67,113.00

and/or REVENUE TO PIMA COUNTY: N/A

FUNDING SOURCE(S): United States Department of Labor and Arizona Department of Economic Security

Advertised Public Hearing:

		YES	X	NO
--	--	-----	---	----

Board of Supervisors District:

1		2		3		4		5		All	XX
---	--	---	--	---	--	---	--	---	--	-----	----

IMPACT:

IF APPROVED:

With the assistance of the Contractor, Pima County will be able to provide summer youth activities in workforce development to local Pima County youth.

IF DENIED:

Without the assistance of the Contractor, summer youth activities provided to youth in Pima County may be jeopardized.

DEPARTMENT NAME: Community Services

CONTACT PERSON: Risé Hart

TELEPHONE NO.: 243-6723

**PIMA COUNTY COMMUNITY SERVICES
EMPLOYMENT AND TRAINING DEPARTMENT
CONTRACT AMENDMENT**

CONTRACT	
NO.	<u>CT-CS-140000000000000000415</u>
AMENDMENT NO.	<u>02</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Program Name: Summer Youth Activities 2
Contractor: Tucson Youth Development, Inc.
1901 N. Stone Ave.
Tucson, AZ 85705
(520) 623-5843 Fax 791-9893
Contract No: CT-CS-14-415
Amendment No: 02
Funding: United States Department of Labor and Arizona Department of Economic Security

Original Contract Term:	05/01/14 – 08/31/14	Orig. Contract Amount:	\$41,076.40
Term Prior Amendment:	N/A	Prior Amended Amount:	\$41,076.40
Term This Amendment:	05/01/14 to 02/28/15	Amount This Amendment:	\$67,113.00
		Revised Contract Amount:	\$149,265.80

Pima County, a body politic and corporate of the State of Arizona ("County") and Tucson Youth Development, Inc., a non-profit corporation ("Contractor"), entered into the above described Contract.

RECITALS

WHEREAS, County received a Youth CareerConnect ("YCC") grant from the U.S. Department of Labor Employment and Training Administration ("DOL/ETA") as Grantee for the Innovative Frontiers Arizona ("IFA") consortium ("IFA"); and

WHEREAS, under the Contract, Contractor provides subsidized work experience to YCC youth participants to prepare them for the workforce, teach skills needed to enter into the workplace and, if applicable, encourage staying in or returning to school; and

WHEREAS, Contractor was selected to provide summer work experience under RFP-CSET-WF-2011-01; and

WHEREAS, in addition to summer employment opportunities for youth, the Pima County Workforce Investment Board ("WIB") has endorsed a Sector Strategy Workforce Program; and

WHEREAS, part of the WIB Sector Strategy involves identifying aerospace and Biotech industry career pathways for graduating high school seniors; and

WHEREAS, County finds it is in the best interests of the residents of the County to continue to provide workforce development programs for youth into the Fall of 2014, particularly in the aerospace and biotech industries; and

WHEREAS, County has reviewed Contractor's performance and finds it satisfactory; and

WHEREAS, County further finds Contractor has the capacity to accommodate the expansion of youth workforce development opportunities into the aerospace and biotech industries.

NOW, THEREFORE, the Parties agree to amend the Contract as follows:

A. **ARTICLE I – TERM AND EXTENSIONS, Paragraph A** is amended as follows:

1. The term is extended for a period of six (6) months:

FROM: August 31, 2014

TO: February 28, 2015

2. The number of extensions available is changed:

FROM: for up to two (2) years in 6- or 12-month increments

TO: in increments determined appropriate by County, for a total term no longer than two (2) years

B. **ARTICLE III – COMPENSATION AND PAYMENT, Paragraph A**, is deleted in its entirety and replaced with the following **Paragraph A**:

- A. In consideration for the services specified in Exhibits A and A-1 of this Contract, County agrees to pay contractor as follows:

Exhibit	Program	Not-to-Exceed Amount
A	Summer Work Experience	\$ 82,152.80
A-1	Sector Strategy Work Experience	\$ 67,113.00
	Total	\$149,265.80

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

C. **EXHIBIT A – SCOPE OF WORK** is amended as follows:

1. **Section X. PERFORMANCE OF ACTIVITIES.** is added as follows:

X. **PERFORMANCE OF ACTIVITIES.**

All activities set forth in Section IV, Paragraphs A-H, must be conducted and completed no later than **October 15, 2014.**

2. Exhibit A-1, Program **SCOPE OF WORK – Sector Strategy Work Experience**, attached hereto is added.

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

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

PIMA COUNTY

CONTRACTOR

Chair, Board of Supervisors

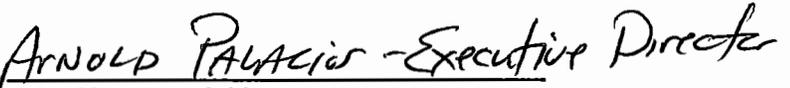


Authorized Signature

Date

7-15-14
Date

ATTEST



Print Name and title

Clerk of the Board

7-15-14
Date

APPROVED AS TO CONTENT



Community Services Director Date

APPROVED AS TO FORM



Karen S. Friar Date
Deputy County Attorney

EXHIBIT A-1
SCOPE OF WORK
SECTOR STRATEGY WORK EXPERIENCE

- I. **PROGRAM OVERVIEW.** To further the Pima County Workforce Investment Board's Sector Strategy Program, Contractor shall provide subsidized work experience to participants referred by County in the aerospace and biotech industries. The experience will lead to permanent employment and/or post-secondary education.
- II. **FUNDING.** The funding shall be from one or more funding sources obtained by County to operate the One Stop Career Center System ("One Stop"). These funding sources include, but are not limited to, the Workforce Investment Act, and/or any other federal, state or local funds obtained by Pima County for employment and training activities. The funding source for each participating youth will be determined by the One-Stop Workforce Development Specialist ("WDS") and approved by the One Stop's Youth Program Manager.
- III. **PROGRAM ACTIVITIES.**
- A. **Level of service.** Contractor shall serve up to 29 eligible youth and young adult in the Sector Strategy Work Experience Program ("the Program").
- B. **Staffing.** Contractor shall:
1. Employ one (1) Worksite Coordinator for every 40 participants.
 2. Prior to program start, provide County with name(s) and fingerprint clearance information (if not already on file) of the Workforce Coordinators assigned.
- C. **Participant enrollment.** For each participant referred to Contractor, Contractor shall:
1. Assess the abilities of each participant referred by the WDS to determine suitability of the referral.
 2. Enroll participants into an appropriate work experience program with an aerospace, biotech and related support industry.
 3. Return any unsuitable referrals to the County within five working days of receipt of original referral.
- D. **Training.** For each participant retained for the Program, Contractor shall provide an orientation that covers, at a minimum:
1. Time keeping procedures;
 2. Work schedules;
 3. Payroll schedules;
 4. Completion of employment paper work; and
 5. Program and performance expectations.
- E. **Worksite recruitment and development.** Contractor shall:
1. Identify qualified aerospace, biotech and related support industries to provide training and work experience under the various available funding sources.
 2. Provide all services set forth in Exhibit A, Section IV, Paragraph E.

F. Participant performance. For each participant in the Program, Contractor shall:

1. Provide a minimum of 320 hours of work experience for each eligible youth and young adult participant as follows:

Hours worked	Amount Paid	Responsible Payor
0-160	\$8.50/hour + fringe	Contractor
161-320	≥\$8.50/hour + fringe	Employer
Over 321	Wage at 320 hours + fringe	Employer

2. Ensure that the assigned Worksite Coordinator completes all of the tasks set forth in Exhibit A, Section IV, Paragraphs F(2) through (5).
3. Refer participant back to referring WDS when program is complete.
4. All activities must be conducted and completed no later than **October 15, 2014**.

G. Participant remuneration. Contractor shall ensure pay to each participant in the amounts and by the responsible parties set forth in Paragraph F(1) above.

H. County responsibilities. County shall perform the duties set forth in Exhibit A, Section IV, Paragraph H.

IV. **PROGRAM LOCATION.** Worksites in the aerospace, biotech and related support industries established by Contractor.

V. **TARGET POPULATION.** Low-income youth and young adults eligible for and enrolled in the Workforce Investment Act Youth and/or Youth CareerConnect programs.

VI. **OUTCOMES.**

- A. Completion Rate. 90% of the enrolled youth shall successfully complete 90% of the work hours.
- B. Skill Attainment. Each participant shall attain at least 80% proficiency in work readiness skills, outlined in **Exhibit C** to this Contract.

VII. **REPORTING.** Contractor shall report the following program information to One Stop:

- A. Actual number of participants enrolled and participants that complete the 320 hours.
- B. Participants who leave program for post-secondary education or unsubsidized employment and, if known, the field of study or type of employment acquired.

VIII. **BUDGET:** Contractor shall be paid on a Unit Cost basis, for services during the period of May 1, 2014 through February 28, 2015, as follows:

Timeline	Maximum Number	Amount per Participate	Total
Enrollment	29	\$1,397.00	\$40,513.00
As completed first 160 hours worked	26	\$ 508.00	\$13,208.00
At completion of 320 hours	24	\$ 558.00	\$13,392.00
Total			\$67,113.00

- A. Contractor shall be entitled to payment of 60% of the total cost per student after the student is enrolled and has attended 3 days of the program. 20% of the total cost for the student shall be available when the student completes half the program and the remaining half shall be available when the student completes the program.
- B. Total payment under this Work Statement – Sector Strategy Work Experience Program shall not exceed **\$67,113.00**.

END OF EXHIBIT A-1