



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 4/19/16

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Nancy Chow

Project Title/Description:

After School Academic Tutoring Instruction

Purpose:

Amendment is to provide additional classroom instruction tutoring services for Pima Vocational High School (PVHS) students. Total number of hours increased from 3780 to 3980 for the 3-year period.

Procurement Method:

RFP CSET/PVHS-09-14-12 FAASITY

Program Goals/Predicted Outcomes:

Improve basic academic skills in reading, writing, and math.

Public Benefit:

Supports Pima County's economic development by helping to develop a trained and productive labor force that meets employers needs.

Metrics Available to Measure Performance:

Quarterly progress reports for individuals who are receiving tutoring services.

Retroactive:

Original 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): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

Vendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: CT _____ Department Code: CS _____ Contract Number (i.e., 15-123): 13-577

Amendment No.: 5 _____ AMS Version No.: 17 _____

Effective Date: Upon execution _____ New Termination Date: N/A _____

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$5,000.00

Funding Source(s): State Equalization Funds

Cost to Pima County General Fund: N/A

To: COB. 3.24.16 (1) pgs-2

Procure Dept 03/24/16 PM09:40

Contact: Rise Hart

Department: Community Services

Telephone: 724-5723

Department Director Signature/Date:

Telephone 3/22/16

Deputy County Administrator Signature/Date:

July 3/23/14.

County Administrator Signature/Date:

C. R. Hensley 3/24/16

(Required for Board Agenda/Addendum Items)

(Required for Board Agenda/Addendum Items)

**PIMA COUNTY DEPARTMENT OF Community
Services, Employment and Training**

PROJECT: After School Academic Tutoring Instruction

CONTRACTOR: Nancy Chow

CONTRACT NO.: CT-CS-13-577

CONTRACT AMENDMENT NO.: Five (5)

CONTRACT

NO. CT-CS-13-577

AMENDMENT NO. 05

This number must appear on all
invoices, correspondence and
documents pertaining to this
contract.

(STAMP HERE)

Original Contract Term: 01/20/13 – 01/19/14
Term Date Prior Amendment: 06/30/16
Termination this Amendment: 06/30/16

Orig. Contract Amount: \$35,000.00
Prior Amended Amount: \$59,500.00
Amount This Amendment: \$5,000.00
Revised Contract Amount: \$99,500.00

CONTRACT AMENDMENT

COUNTY and CONTRACTOR entered into a Contract for services as referenced above.

COUNTY has determined that additional classroom instruction tutoring services for Pima Vocational High School students is required during the term of this Contract.

COUNTY has reviewed CONTRACTOR's performance and finds it satisfactory.

NOW, THEREFORE, it is agreed as follows:

- I. **ARTICLE II – SCOPE, Paragraph A(2)** is amended to increase the total number of hours of instruction:

FROM: 3780
TO: 3980
- II. **ARTICLE III -- COMPENSATION AND PAYMENT, Paragraph B** is amended as follows:
 - A. The not-to-exceed amount is increased:

FROM: \$94,500.00
TO: \$99,500.00

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

B. The maximum number of hours is increased:

FROM: 3780

TO: 3980

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

Nancy Chow

Authorized Signature

Date

3-14-16

Date

ATTEST

Print Name and title

Clerk of the Board

Date

APPROVED AS TO CONTENT

Charles Gray 3/24/16

Community Services Director Date

APPROVED AS TO FORM

Karen S. Friar

Karen S. Friar
Deputy County Attorney