



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

Award Contract Grant

Requested Board Meeting Date: June 19, 2018

*** = Mandatory, information must be provided**

or Procurement Director Award

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

LeadLocal, L.L.C.

***Project Title/Description:**

Workforce Development Services in the ARIZONA@WORK - Workshops. The original contract and amendments may be found under CT-16*310. Search for contract number 16%310 in eContracts.

***Purpose:**

This amendment provides LeadLocal, a subrecipient, with additional funding for the period July 1, 2018 to June 30, 2019. This amendment allows LeadLocal to continue to provide workshops to youth job seekers for another year.

Attachment: Contract Number CT-CS-16-310.

***Procurement Method:**

RFP-CSET-WS-2015-09 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

90% of the participants will successfully complete the workshop and gain basic knowledge of navigating small business resources for self-employment and entrepreneurship.

***Public Benefit:**

Workshops, labs and other group activities are a cost-effective method of providing workforce services that support Pima County's economic development by helping to develop a trained and productive labor force that meets employers' needs.

***Metrics Available to Measure Performance:**

Participants will provide evaluations indicating satisfaction with the workshop and recommendations for improvement.

***Retroactive:**

No.

*To: COB- 6-4-18
Pfs- 3
(1)*

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

***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): 16-310

Amendment No.: 2 AMS Version No.: 12

Effective Date: 7/1/18 New Termination Date: 6/30/19

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 32,189.96

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

***Funding Source(s) required:** U.S. Department of Labor Workforce Innovation and Opportunity Act (WIOA), AZ Dept. of Economic Security; Health Profession Opportunity Grant (HPOG); Pima County General Funds

Funding from General Fund? Yes No If Yes \$ 4,000.00 % _____

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: Rise Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: *Charles Gray* 5/25/18

Deputy County Administrator Signature/Date: *Jesse* 6/1/2018

County Administrator Signature/Date: *C. Duckert* 6/1/18

(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY SERVICES, EMPLOYMENT AND TRAINING DEPARTMENT PROFESSIONAL SERVICES CONTRACT		
Program Name:	Workforce Development Services in the ARIZONA@WORK – Workshops	
Awardee:	LeadLocal, L.L.C. P.O. Box 309 Tucson, AZ 85702	
DUNS:	068144180	
SAM Registration Date:	3/19/18	
Contract No:	CT-CS-16-310	
Amendment No:	02	
Funding:	U.S. Department of Labor (DOL) - Workforce Innovation and Opportunity Act (WIOA), Arizona Department of Economic Security, Health Profession Opportunity Grant (HPOG) and Pima County General Funds	
		CONTRACT NO. <u>CT-CS-16-310</u> AMENDMENT NO. <u>02</u> <small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>

Is this a Research and Development Contract: No

Awardee is a X Subrecipient Contractor

Match NO Indirect Costs NO

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
DI16-002120	2017	17.258	WIOA-Adult	\$776,736,000.00	\$2,052,758.00
DI16-002120	2017	17.278	WIOA- Dislocated Worker	\$1,015,530,000.00	\$3,261,667.00
DI16-002120	2017	17.259	WIOA-Youth	\$831,842,000.00	\$2,213,733.00
PCC2015-2020	2017	93.093	HPOG	\$58,000,000.00	\$593,993.00

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$36,720.00
Term Prior Amendment:	06/30/18	Prior Amended Amount:	\$31,558.80
Term This Amendment	06/30/19	Amount This Amendment:	\$32,189.96
		Revised Contract Amount:	\$100,468.76

Pima County ("County"), a body politic and corporate of the State of Arizona and LeadLocal, L.L.C. ("Awardee") have entered into the above-referenced contract to provide workforce development services in Pima County.

AMENDMENT TWO

RECITALS

A. County is a local workforce area under the federal Workforce Innovation and Opportunity Act, Pub.L.113-128 ("WIOA") to operate the Pima County ARIZONA@WORK Career Center System Workforce Program.

- B. County, as Grantee, receives federal WIOA grant funds and provides them to subrecipients, including Awardee, to provide eligible services. The WIOA grant ends June 30, 2020.
- C. County is the Subrecipient of Health Profession Opportunity Grant (“HPOG”) funds from Pima Community College and is authorized to pass those funds along to other entities, which may include the Awardee, for the continuation of services.
- D. The Pima County Board of Supervisors finds that, based on success and demand, it is in the best interests of the residents of Pima County to continue the Youth Entrepreneurial workshops provided by Awardee for an additional year.
- E. County has reviewed Awardee’s performance on the services to be continued and finds it satisfactory.

NOW, THEREFORE, County and Awardee agree to amend the Contract as follows:

1. **SECTION 1.0 – TERMS AND EXTENSIONS, Paragraph 1.1** is amended as follows:

1.1 The termination date is changed:

FROM: June 30, 2018

TO: June 30, 2019

1.2 The number of available renewals is changed:

FROM: three (3) 12-month periods or any portion thereof

TO: two (2) 12-month periods or any portion thereof

2. **SECTION 3.0 – COMPENSATION AND PAYMENT** is amended as follows:

2.1 Paragraph 3.1 is amended to increase "the Maximum Allocated Amount":

FROM: \$68,278.80

TO: \$100,468.76

2.2 Paragraph 3.2, the table is deleted in its entirety and replaced with the following:

Funding Source	July 1, 2016 – June 30, 2017	July 1, 2017 – June 30, 2018	July 1, 2018 – June 30, 2019	Anticipated Expenditure
U.S. Dept. of Labor/AZ Dept. of Economic Security	\$22,032.00	\$24,778.80	\$27,189.96	\$74,000.76
HPOG	\$500.00	\$1,000.00	\$1,000.00	\$2,500.00
Pima County General Funds	\$14,188.00	\$5,780.00	\$4,000.00	\$23,968.00

3. **SECTION 4.0 – INSURANCE, Paragraph 4.2** is amended as follows:

3.1 Paragraph 4.2.1.1, the level of Commercial General Liability insurance for “Each Occurrence” is increased:

FROM: \$1,000,000.00

TO: \$2,000,000.00

3.2 Paragraph 4.2.3.2, the level of Employers’ Liability insurance for:

3.2.1 “Each Accident” is increased:

FROM: \$ 500,000.00

TO: \$1,000,000.00

3.2.2 "Disease – Each Employee" is increased:

FROM: \$ 500,000.00

TO: \$1,000,000.00

3.3 Awardee must provide new Certificates of Insurance to County with proof of the increased coverage set forth in paragraphs 3.1 and 3.2 above.

4. SECTION 27.0 – COORDINATION is amended to add the following:

Awardee's contacts in this regard will be:

Polly Gutierrez, 724-7612, Polly.Gutierrez@pima.gov

4.1 EXHIBIT A – SCOPE OF WORK, SECTION 4 – BUDGET, the table amended to add the following BUDGET for July 1, 2018 through June 30, 2019:

Work Statement (WS)	Program	Maximum Number of Workshops	Maximum Number of Workshop Hours	Cost per Workshop	Maximum Payment
2	Youth Entrepreneurial	4	20	\$8,047.49	\$32,189.96

All other provisions of the Contract not expressly modified in this Amendment will remain in effect and be binding on the parties.

IN WITNESS WHEREOF, the parties do hereby affix their signatures and do hereby agree to carry out the terms of this Amendment and of the original Contract cited herein:

PIMA COUNTY:

AWARDEE:

Chairman, Pima County Board of Supervisors

Authorized Signature

Date: _____

Robin Breaugh

Printed Name & Title

ATTEST:

Date: *May 2, 2018*

Clerk of the Board Date

APPROVED AS TO CONTENT:

Charles King

Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar

Karen S. Friar, Deputy County Attorney