



BOARD OF SUPERVISORS AGENDA ITEM REPORT

CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: April 21, 2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

SER--Jobs for Progress of Southern Arizona, Inc.

***Project Title/Description:**

Youth - Workforce Development Services. The contract and amendments can be found in OnBase by searching Contract 19*254 in Doc_ID_AMS.

***Purpose:**

Contractor will provide workforce services to youth to ensure attainment of skills needed to successfully obtain and retain employment and encourage, at a minimum, graduation from high school. The program will improve prospects for future employability for youth participating in the program. The term date of 1/1/20-12/31/20 remains the same. However, this amendment is to extend the time-frame of 1/1/20-5/31/20 for workforce activities due to it is not possible to complete workforce activities for youth during the current COVID-19 outbreak. Once it is determined that workforce activities can continue, the county will provide the Contractor in writing the revised dates.

Attachment: Contract Number CT-CS-19-254 (Amendment 2)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-YSY-2016-02 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

The program goals remain the same.

Contractor will serve up to 88 total youth in the Workforce Development Services Program.

58 youth in the Work Experience Program

Participants will successfully complete at least 95% of scheduled work hours.

30 youth in the English-as-a-Second Language (ESL) Program

Participants in the ESL Program will average a grade level increase of at least one-half and attain at least 80% proficiency in work readiness skills.

***Public Benefit:**

The benefit of the program is it 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:**

Contractor will provide reports on the number of youth participating in the program, outcome of pre- and post-testing, and completion results.

Retroactive:

No.

To COB: 4-14-2020
Ver 4
Pg 2 (1) Addendum

Procure Dept 04/14/20 08:33

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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 22-10.***Amendment / Revised Award Information**Document Type: CT Department Code: CS Contract Number (i.e.,15-123): 19-254Amendment No.: 2 AMS Version No.: 4Effective Date: 4/21/20 New Termination Date: 12/31/20 (no change)

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 0.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** Pima County General Funds - This is a no-cost amendment.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): _____

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 HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: _____ 4-6-20Deputy County Administrator Signature/Date: _____ 13 Apr 2020County Administrator Signature/Date: _____ 4/13/2020*Required for Board Agenda/Addendum Items)*

Pima County Department of Community Services, Employment and Training Department

Project: Youth – Workforce Development Services

Contractor: SER—Jobs for Progress of Southern Arizona, Inc.
40 West 28th Street
Tucson, AZ 85713

Contract No.: CT-CS-19*254

Contract Amendment No.: Two (2)

Original Contract Term:	01/01/19 – 12/31/19	Orig. Contract Amount:	\$156,194.81
Termination Date Prior Amendment:	12/31/20	Prior Amendments Amount:	\$146,519.27
Termination Date This Amendment:	12/31/20	This Amendment Amount:	-0-
		Revised Total Amount:	\$302,714.08

AMENDMENT TWO (2)

1. BACKGROUND AND PURPOSE.

1.1. Background. Pima County ("County") and SER—Jobs for Progress of Southern Arizona, Inc. ("Contractor"), entered into the above-referenced contract to provide workforce development services to Pima County youth.

1.2. Purpose.

1.2.1. Under the terms of the Agreement, Contractor is required to develop Individual Service Strategies, provide training, and either place youth participants at job sites to gain work experience ("WEX") or provide English as a Second Language education in reading, writing, math and science ("ESL").

1.2.2. Due to the outbreak of the COVID-19 Coronavirus and the directives of national, state and county officials, it is not possible to provide the required opportunities during the timeframe set forth in Amendment One of the Contract.

1.2.3. The Board of Supervisors finds that is appropriate and in the best interests of the Pima County residents to postpone the time of WEX and ESL performance to a time when it can be done without risk to the health of the participants, staff and the community.

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

2.1. PROGRAM ACTIVITIES, SECTION 5.0, paragraph 5.1, the table is deleted in its entirety and replaced with the following:

Activity	Date of Activity	Hours of Service Provided per Participant	Maximum Number of Youth Served
WEX/ISY	January 1 through May 31, 2019	140 hours of work experience	40
	2020 – on dates as directed in writing by County	110 hours of work experience	40
WEX/OSY	January 1 through May 31, 2019	140 hours of work experience	-0-
	2020 – on dates as directed in writing by County	110 hours of work experience	18
ESL/ISY	January 1 through May 31, 2019	100 hours of classroom instruction	30
	2020 – on dates as directed in writing by County	100 hours of classroom instruction	30
ESL/OSY	January 1 through May 31, 2019	360 hours of classroom instruction	12
	2020 – on dates as directed in writing by County	No services	-0-

2.2. **REPORTING, SECTION 8.0.** The first sentence is revised to read:

No later than June 15 of the contract year, Contractor will provide the following reports to County's Youth Program Manager, except for services provided between January 1, 2020 and December 31, 2020, the reports will be due no later than January 15, 2021.

This amendment is effective upon execution by the Parties.

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

Chairman, Board of Supervisors

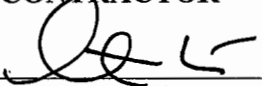
Date: _____

ATTEST:

Clerk of the Board

Date

CONTRACTOR




Authorized Signatory

ERNEST URIBE Director

Printed Name & Title

Date: 27 March 2020

APPROVED AS TO CONTENT:

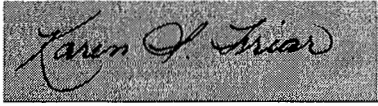


Director
Employment and Training

4-6-20

Date

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney