



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 4/4/2017

or Procurement Director Award

Contractor/Vendor Name: Interfaith Community Services
(DBA):

Project Title/Description:

The ESG Homeless Prevention Program. Conducted by Interfaith Community Services, located at 2820 W. Ina Road, Tucson, AZ 85741.

Purpose:

Awardee will use U.S. Department of Housing and Urban Development ("HUD") Emergency Solutions Grant ("ESG") program funds to provide rental assistance and case management assistance to qualified families or individuals whom are homeless or at risk of homelessness in Pima County. Awardee will primarily provide these services to families in Marana, Oro Valley, South Tucson, Sahuarita, and unincorporated areas of Pima County. This amendment adds \$15,000 (previously awarded to other agencies for FY2015-2016 but not expended) for additional rental and case management assistance.

Procurement Method:

N/A

Program Goals/Predicted Outcomes:

Goal: Provide decent, affordable housing and stability to families or individuals whom are homeless or at-risk of being homeless.

Predicted outcomes: Families or individuals who are given financial rental assistance and associated case management will obtain and sustain permanent affordable housing.

Public Benefit:

Families or individuals who are homeless or at risk of being homeless will receive HUD ESG Homeless Prevention services that will enable them to secure or maintain safe, decent and affordable housing.

Metrics Available to Measure Performance:

| Homeless Families Served (minimum) | Achievement |
|------------------------------------|---|
| 20 | Receive Homeless Prevention assistance for an average of 3 months and/or move into permanent housing. |
| 20 | Maintain or increase income through earnings or available benefits. |
| 20 | Meet at least one goal on the Individual Housing and Service Plan during every three months in the program. |

Retroactive:

Yes, this will allow Interfaith Community Services to spend EGS Awarded funds after other agencies decided to no longer contract with Pima County for the FY16-17 award year.

To: COB- 3-22-17 (11)
ygs - 4

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: CD Contract Number (i.e.,15-123): 17000000000000000139
 Amendment No.: 1 AMS Version No.: 2
 Effective Date: 10-1-2016 New Termination Date:
Expense Revenue Increase Decrease Amount This Amendment: \$15,000.00
 Funding Source(s): U.S. Department of Housing and Urban Development
 Cost to Pima County General Fund: \$ 0.00

Contact: Denise Sauer, Contract Specialist 4-2772 / John Matheny, Program Coordinator 724-8779
 Department: Community Development & Neighborhood Conservation Telephone: 724-8779
 Department Director Signature/Date: *Magaret M. Kue* 03/21/2017
 Deputy County Administrator Signature/Date: *Jew* 3/22/2017
 County Administrator Signature/Date: *C. Deibelbauer* 3/22/17
 (Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT

| | |
|---|--|
| CONTRACT | |
| NO. <u>CT-CD-17-139</u> | |
| AMENDMENT NO. <u>01</u> | |
| This number must appear on all invoices, correspondence and documents pertaining to this contract. | |

PROJECT NAME: ESG Homeless Prevention
A HUD ESG Homeless Prevention Activity

AWARDEE: Interfaith Community Services
2820 W. Ina Road
Tucson, AZ 85741

DUNS NO: 80941939800000

CONTRACT NO.: CT-CD-17*139

FUNDING: US Housing and Urban Development (HUD);
Emergency Solutions Grant (ESG)

DISTRICT NO. All

| | | | |
|--------------------------------|-------------------|------------------------|-------------|
| Original Contract Term: | 10/1/16 – 9/30/17 | Contract Amount: | \$46,917.00 |
| Termination date prior amends: | N/A | Amount Prior Amends: | N/A |
| Termination date this amend: | N/A | Amount this Amendment: | \$15,000.00 |
| | | TOTAL contract amount: | \$61,917.00 |

AMENDMENT NO. ONE

RECITALS

- A. Pima County (“County”), through the Community Development and Neighborhood Conservation Department received Emergency Solutions Grant (“ESG”) funds from the U.S. Department of Housing and Urban Development under Title IV subtitle B of the McKinney-Vento Homeless Assistance Act to improve the economic welfare of County inhabitants.
- B. County and Interfaith Community Services entered into the above-referenced Agreement to provide ESG Homeless Prevention component activities to homeless individuals and families of Pima County.
- C. ESG funds for FY 2015-2016 previously awarded to other agencies were not fully expended.
- D. County finds that it is in the best interests of Pima County residents to reallocate these unexpended FY2015-2016 ESG funds to Agency for additional rental assistance and support services.
- E. County has reviewed Agency’s performance finds it satisfactory.
- F. The Parties agree to increase the amount of ESG funds provided under the Agreement, subject to the requirement that these additional funds to be spent on or before June 30, 2017.

NOW, THEREFORE, the Parties agree as follows:

- 1. **4.0 COMPENSATION AND PAYMENT**, Paragraph 4.1 is amended to increase the Maximum Allocated Amount:

FROM: \$46,917.00

TO: \$61,917.00

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

2.1. **Section 3 – Project Activities** is amended as follows:

2.1.1. **Paragraph 3.2 – Financial Rental Assistance** is amended to increase the minimum number provided assistance:

FROM: at least 16 homeless individuals or families with children

TO: **at least 20 homeless individuals or families with children**

2.1.2. **Paragraph 3.3 – Case Management** is amended to increase the minimum number receiving services:

FROM: at least 16 families or individuals who are homeless or at risk of being homeless

TO: **at least 20 families or individuals who are homeless or at risk of being homeless.**

2.1.3. **Paragraph 3.4 – Matching Funds** is amended to increase the required amount of matching funds:

FROM: at least \$46,917.00

TO: **at least \$61,917.00**

2.2. **Section 6 – Metrics available to measure performance** is amended to delete the table in its entirety and replace it with the following:

| Homeless Families Served (minimum) | Achievement |
|---|---|
| 20 | Receive Homeless Prevention assistance for an average of 3 months and/or move into permanent housing. |
| 20 | Maintain or increase income through earnings or available benefits. |
| 20 | Meet at least one goal on the Individual Housing and Service Plan during every three months in the program. |

2.3. **Section 8 – Budget** is deleted in its entirety and replaced with the following:

| PROGRAM | ACTIVITY | AMOUNT |
|------------------------------------|---|--------------------|
| FY16-17 ESG Homeless Prevention | Expenditures for Rental Assistance | \$23,150.00 |
| | Expenditures for Housing Relocation and Stabilization Services – Financial Assistance | \$5,000.00 |
| | Expenditures for Housing Relocation and Stabilization Services – Services | \$18,767.00 |
| TOTAL | | \$46,917.00 |

| PROGRAM | ACTIVITY | AMOUNT |
|------------------------------------|---|--------------------|
| FY15-16 ESG Homeless Prevention | Expenditures for Rental Assistance | \$9,000.00 |
| | Expenditures for Housing Relocation and Stabilization Services – Financial Assistance | \$0.00 |
| | Expenditures for Housing Relocation and Stabilization Services – Services | \$6,000.00 |
| TOTAL | | \$15,000.00 |

3. **EXHIBIT B – MONTHLY FINANCIAL STATUS REPORT AND REQUEST FOR FUNDS**, is deleted in its entirety and replaced with the attached **EXHIBIT B**.

All other provisions of this Agreement, not specifically changed by this amendment, shall remain in effect and be binding upon 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

Chair, Board of Supervisors

Signature

Date: _____

Printed name and title

ATTEST:

Date: 03/20/17

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Margaret M. Kue 03/17/2017

Director, Community Development
and Neighborhood Conservation

APPROVED AS TO FORM:

Karen S. Friar
Karen S. Friar, Deputy County Attorney

EXHIBIT B

MONTHLY FINANCIAL STATUS REPORT AND REQUEST FOR FUNDS

Interfaith Community Services
2820 W. Ina Road
Tucson, AZ 85741

Month _____

Invoice # _____

| ESG Activity | Budgeted | Exp./MO. | Accumulative Expenditure | Balance Available |
|--|-------------|----------|-----------------------------|----------------------|
| Expenditures for Rental Assistance (GCD00581) | \$23,150.00 | | | |
| Expenditures for Rental Assistance (GCD00614) | \$9,000.00 | | | |
| Expenditures for Housing Relocation and Stabilization Services – Financial Assistance (GCD00582) | \$5,000.00 | | | |
| Expenditures for Housing Relocation and Stabilization Services – Financial Assistance (GCD00615) | \$0.00 | | | |
| Expenditures for Housing Relocation & Stabilization Services - Services (GCD00583) | \$18,767.00 | | | |
| Expenditures for Housing Relocation & Stabilization Services - Services (GCD00616) | \$6,000.00 | | | |

Contract total **\$61,917.00**

Match Requirement Table

| ESG Match Activity | Required Match | Match Amount/MO. | Accumulative Match to Date | Source |
|-------------------------------|--------------------|---------------------|-------------------------------|--------|
| Other Non-ESG HUD Funds | \$0.00 | | | |
| Other Federal Funds | \$0.00 | | | |
| State Government | \$0.00 | | | |
| Local Government | \$0.00 | | | |
| Private Funds | \$0.00 | | | |
| Other | \$0.00 | | | |
| Fees | \$0.00 | | | |
| Program Income | \$0.00 | | | |
| 100% Match Requirement | \$61,917.00 | | | |

**Administration not to be included in Match Calculation*

Total Requested

Awardee:

I hereby certify that, to the best of my knowledge, the amounts reported represent actual receipts and actual expenditures, which have been incurred in accordance with the Agreement for management and implementation of the Emergency Solutions Grant and are based on official accounting records and supporting documents, which will be maintained for the purposes of audit.

Prepared by:

Reviewed by:

Date

Date

Pima County Reviewer

Date