



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: October 4, 2022

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Pause for Change

**\*Project Title/Description:**

Vaccine Promotion for REACH Program

**\*Purpose:**

The Racial and Ethnic Approaches to Community Health (REACH) Pima Partnership brings together entities with a history of successful collaboration on health and wellness issues among American Indian (AI) and Mexican-American (MA) populations throughout Pima County. The partners will build a reformative community framework to develop and share culturally and socioeconomically tailored interventions that specifically engage MA and AI communities in Pima County. This initiative seeks to implement community-focused flu and COVID-19 promotion activities to increase vaccine awareness, access, and confidence among racial and ethnic minority groups in Pima County experiencing disparities in vaccination coverage. The initiative also seeks to establish a pathway to sustain outreach efforts that may reduce disparities among our populations at highest risk for chronic conditions.

**\*Procurement Method:**

Direct Select per Board of Supervisors Policy D29.6, III-C.

**\*Program Goals/Predicted Outcomes:**

Goals related to this initiative include actions to encourage communities to identify and address drivers of vaccine hesitancy, identify influential community messengers and partners, and develop community-acceptable approaches for improving vaccination availability, accessibility, and confidence post pandemic. To ensure the voice of the community is incorporated into REACH program activities, PCHD REACH, with the help of Pause for Change, will continue to conduct focus groups, interviews, and surveys with community representatives and groups from key census tracts in Pima County. Focus groups, interviews, and surveying data will be collected and will be detailed in the development of a final report.

**\*Public Benefit:**

Adult vaccination coverage in the U.S. remains low and significant racial and ethnic disparities exist. The groups experiencing disparities are also disproportionately affected by COVID, at risk for serious illness from COVID, and/or at high risk for complications from illnesses associated with the flu. Given the co-circulation of COVID and the flu viruses, it is important now more than ever to have as many people in Pima County equitably vaccinated against the COVID and flu viruses. This effort will also help prevent overcrowding in hospitals, reduce the spread of respiratory illnesses, increase confidence and opportunities for public access to vaccinations and messaging, and support REACH program work to continue to address health disparities associated with other conditions at the community level.

**\*Metrics Available to Measure Performance:**

The work plan submitted as part of the proposal includes outcome measures such as # of community-level messengers trained, # of trained tribal community spokespersons, # of materials produced and distributed by trusted messengers, schools and other partners, # of flu and COVID vaccination events held, and # of new partnerships formed.

**\*Retroactive:**

Yes. The grant amendment funding this contract extension is being submitted to the BOS at this same meeting. Approval of that amendment will provide the funding for this extension. The current contract ends September 29, 2022, the end of the REACH grant year.

WMT  
approve S  
(Rk)  
9/16/22

TO: COB 9/19/22 (1)  
vers: 7  
pgs: 5

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Commencement 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: HD Contract Number (i.e., 15-123): 21-470  
Amendment No.: 01 AMS Version No.: 07  
Commencement Date: 09/30/2022 New Termination Date: 09/29/2023  
Prior Contract No. (Synergen/CMS): N/A  
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 100,000.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:** REACH grant from the CDC (Health and Human Services), supplemental funding for COVID-19 and flu vaccine promotion

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): \_\_\_\_\_  
Commencement 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: Sharon Grant

Department: Health

Telephone: 724-7842

Department Director Signature/Date: [Signature] 9/13/22

Deputy County Administrator Signature/Date: [Signature] 19 Sep 2022

County Administrator Signature/Date: [Signature] 9/19/2022  
(Required for Board Agenda/Addendum Items)

**Pima County Department of Health**

**Project:** Vaccine Promotion for REACH Program

**Contractor:** Pause for Change LLC  
2100 E. Speedway Blvd., Unit 40762  
Tucson, AZ 85719

**Contract No.:** CT-HD-21-470

**Contract Amendment No.:** 01

<b>Orig. Contract Term:</b> 06/22/2021- 09/29/2022	<b>Orig. Amount:</b>	\$150,000.00
<b>Termination Date Prior Amendment:</b> N/A	<b>Prior Amendments Amount:</b>	\$ N/A
<b>Termination Date This Amendment:</b> 09/29/2023	<b>This Amendment Amount:</b>	\$100,000.00
	<b>Revised Total Amount:</b>	\$250,000.00

**CONTRACT AMENDMENT**

The parties agree to amend the above-referenced contract as follows:

**1. Background and Purpose.**

1.1. Background. On June 22, 2021, County and Contractor entered into the above referenced agreement to provide consultation for vaccination promotion for the REACH project.

1.2. Purpose. County requires to extend the term of this agreement and add funding for the extension period.

**2. Term.** The County is exercising the first extension option to renew the contract for one additional year commencing on September 30, 2022 and terminating on September 29, 2023. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

**3. Scope of Services.** The Parties have revised the Scope of Services as described in the attached **Exhibit A.1** (2 pages).

**4. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section 5, is increased by \$100,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$250,000.00. The Parties have revised the Compensation as described in the attached **Exhibit B.1** (1 page).

**5. Forced Labor of Ethnic Uyghurs.** Pursuant to A.R.S. § 35-394, if Contractor engages in for-profit activity and has 10 or more employees, Contractor certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of

ethnic Uyghurs in the People's Republic of China; and (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Contractor must notify the County within five business days and provide a written certification to County regarding compliance within one hundred eighty days.

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

**PIMA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Deputy County Attorney  
Jonathan Pinkney

\_\_\_\_\_  
Print DCA Name

9/13/22

\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

  
\_\_\_\_\_  
Department Representative - Health

9/13/22  
\_\_\_\_\_  
Date

**CONTRACTOR**

  
\_\_\_\_\_  
Authorized Officer Signature

Heather Hiscok, Founder and CEO  
\_\_\_\_\_  
Printed Name and Title

9/12/22  
\_\_\_\_\_  
Date

**EXHIBIT A.1 (2 pages)**  
**Scope of Services**  
September 30, 2022 – September 29, 2023

It is recognized that engagement and operations with community organizations this fiscal year are still fluid and adjustments to the planned events may be required due to COVID-19 pandemic recovery. Times dedicated for each deliverable are estimations, and may be adjusted as needed.

**Deliverable A: Lead Bi-Weekly REACH Team Update Meetings**  
(25 Hours)

**Deliverable B: Facilitate Monthly Community Action Board (CAB) Meetings**  
(41 Hours)

- Prepare and produce meeting agendas, review with REACH Team
- Outline each CAB meeting logistics, member outreach, reminders and evaluation
- Facilitate CAB meetings, review Community Action Group (CAG) meeting notes with all members, provide Flu/COVID vaccination and awareness trainings and updates, review, discuss focus group and interview findings, and review media messaging for feedback
- Process CAB meeting notes and evaluation responses
- Outline next steps and member follow up with REACH Team

**Deliverable C: Assemble REACH CAGs with REACH Team**  
(105 Hours)

- Assist CAB members and REACH Team to assemble CAGs
- Draft CAG member invitation outlining CAG timeline with goals and objectives
- Translate CAG invitation and materials (Spanish)
- Disseminate CAG invitation with REACH Team
- Collect CAG invitation responses and provide follow up as needed
- Review CAG member responses to ensure representation from identified PCHD REACH/CDC census tracks
- Arrange CAG member tracking and virtual communication platforms
- Establish initial CAG meeting agendas with REACH Team, outline meeting cadence
- Extract key learnings from initial CAG meetings, review with REACH Team, document in reports

**Deliverable D: Facilitate CAG Meetings with REACH Team** (215 Hours)

- Prepare and produce meeting agendas, review with REACH Team
- Outline each CAG meeting logistics, member outreach, reminders and evaluation
- Facilitate CAG meetings, review all CAGs meeting notes with members, provide Flu/COVID vaccination and awareness trainings and updates, review and discuss focus group and interview findings, and media messaging for feedback
- Process CAG meeting notes and evaluation responses

- Outline next steps shared by CAG members and conduct CAG follow up for media event and vaccine logistic support with REACH Team

**Deliverable E: Identify Focus Groups and Interview Community Partners with CAB and CAGs Input**

(80 Hours)

- Work with REACH Team, CAGs to consider stakeholder groups, challenges, identify knowns and unknowns to ascertain interview questions
- Craft interview questions that address key areas of uncertainty or hesitancy regarding Flu/COVID vaccinations, health guidance and messaging
- Identify individuals to interview, and work with REACH Team to prioritize interviewees that represent the census tracks and sectors across the CAB and CAGs
- Schedule interviews and conduct reminders as needed
- Conduct interviews, outline responses and track all interviews in spreadsheet
- Type detailed notes from each interview

**Deliverable F: Needs Assessment Data Gathering, Analysis and Report**

(20 Hours)

- Compile and format feedback, all learnings, CDC data and evaluation notes shared in needs assessment
- Include high-level learning from organizing CAB and CAGs, meetings, Flu/COVID vaccination and awareness trainings, feedback interviews, and REACH Team observations, successes and challenges
- Include all learning gathered from interviews
- Include all learning and evaluation from each CAC and each CAG meeting

**Deliverable G: Attend Weekly Pandemic Response Trainings and Meetings with REACH Team**

(14 Hours)



**EXHIBIT B.1 (1 page)**  
**Compensation and Payment**

Payment shall be made according to the following schedule. Contractor will invoice County within 30 days of completion of each of these deliverables. County will pay the invoice within 30 days of receipt of the invoice.

Itemized Costs		Justification
Deliverable & Costs	\$100,000	<p>Deliverable A: Lead Bi-Weekly REACH Team Update Meetings = \$5,000</p> <p>Deliverable B (Work Plan): Facilitate Monthly CAB Meetings = \$8,200</p> <p>Deliverable C: (Work Plan 1.3): Assemble REACH CAGs with REACH Team = \$21,000</p> <p>Deliverable D: Facilitate Monthly CAG Meetings with REACH Team = \$43,000</p> <p>Deliverable E: (Work Plan 1.7): Identify Focus Groups and Interview Community Partners with CAB and CAGs Input = \$16,000</p> <p>Deliverable F: (Work Plan 1.8): Needs Assessment Data Gathering, Analysis and Report = \$4,000</p> <p>Deliverable G: Attend Weekly Pandemic Response Trainings and Meetings with REACH Team = \$2,800</p>
<b>CONTRACT TOTAL</b>	<b>\$100,000</b>	