



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: 10/17/2023

\* = Mandatory, information must be provided

or Procurement Director Award:

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

Pima County Elections Department

**\*Project Title/Description:**

Conducting school district elections

**\*Purpose:**

To provide local election services consistent with Arizona Revised Statutes for school districts in Pima County

**\*Procurement Method:**

This agreement is a non-Procurement contract and not subject to Procurement rules

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

To ensure elections ordered by school district governing boards or the County School Superintendent are conducted consistent with State law

**\*Public Benefit:**

Each community's desire to support or oppose any school district ballot measure or candidate for a school board

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

Office Election Canvass issued within 30 days from Election Day

**\*Retroactive:**

Yes, continuing revisions to the prior year IGA between departments delayed submitting amendment for Board approval.

TO: COB, 10-4-23 (1)  
VERS: 2  
PGS: 2

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THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

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: SS Contract Number (i.e., 15-123): 23\*382
Amendment No.: 01 AMS Version No.: 02
Commencement Date: 07/01/2023 New Termination Date: 6/30/2024
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense Revenue Increase Decrease Amount This Amendment: \$ 0

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

\*Funding Source(s) required: \_\_\_\_\_

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: Marsha Callaway

Department: Superintendent of Schools

Telephone: 520-724-8999

Department Director Signature: [Signature]

Date: 10/04/2023

Deputy County Administrator Signature: [Signature]

Date: \_\_\_\_\_

County Administrator Signature: [Signature]

Date: 10/4/2023

**AMENDMENT TO THE AGREEMENT BETWEEN  
THE PIMA COUNTY BOARD OF SUPERVISORS  
THE PIMA COUNTY ELECTIONS DEPARTMENT AND  
THE PIMA COUNTY SCHOOL SUPERINTENDENT  
FOR CONDUCTING SCHOOL DISTRICT ELECTIONS JULY 1, 2023-JUNE 30, 2024**

**PIMA COUNTY CONTRACT NO. 2300000000000000382**

**AMENDMENT #1**

This amends the above described agreement dated July 1, 2022 by and between the PIMA COUNTY BOARD OF SUPERVISORS ("BOARD") and the PIMA COUNTY SCHOOL SUPERINTENDENT ("SUPERINTENDENT") for the use of election services to conduct special school district elections.

**1. BACKGROUND.**

1.1 Agreement. The Pima County Board of Supervisors ("Board") and the Pima County School Superintendent ("Superintendent") entered into an Agreement on July 1, 2022, for the use of election services to conduct special school district elections.

1.2 Term of Agreement. The term of the Agreement began on July 1, 2023 and continues through June 30, 2024. The Agreement may be extended for successive one (1) year terms upon written agreement of the parties.

**2. MODIFICATION OF AGREEMENT.** The Superintendent wishes to extend the Agreement with the Board by one (1) year with a new end date of June 30, 2024.

**3. REMAINING AGREEMENT TERMS UNCHANGED.** Except as modified as provided in this Amendment, all the terms and conditions of the Agreement shall remain in full force and effect.

**4. EFFECTIVE DATE.** This Amendment shall be effective as of the date this Amendment is executed by all the parties hereto.

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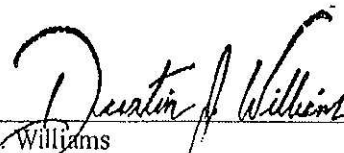
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Amendment to the agreement between the Pima County Board of Supervisors and the Pima County School Superintendent for Conducting School District Elections

IN WITNESS WHEREOF, the parties hereby have executed this Agreement on

\_\_\_\_\_ Day of \_\_\_\_\_ 2023.

By: \_\_\_\_\_  
Adelita Grijalva, Chair  
Pima County Board of Supervisors


By:   
Dustin J. Williams  
Pima County School Superintendent

By:   
Constance Hargrove, Director  
Pima County Elections Department

ATTEST:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Clerk, Board of Supervisors  
Pima County

By:   
Daniel Jurkowitz  
Deputy County Attorney