



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 12/21/21

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

Green Valley Council, INC. (DBA Green Valley Council)

**\*Project Title/Description:**

Green Valley Council Services

**\*Purpose:**

Pima County benefits from Green Valley Council (GVC) services as they obtain service requests through their centrally organized and managed constituent input and referral service. GVC provides assessment, analysis, coordination, evaluation and identification of issues requiring County services as noted in the original contract, Exhibit A, Scope of Services.

The Health and Public Works departments benefit from GVC obtaining service requests through a centrally organized and managed constituent input and referral service. This amendment extends the original contract for an additional year in the amount of \$87,500. The cost will be shared as follows:

27.1%	\$23,750	Health Department Fund 2002, Unit 2933
25.7%	\$22,500	Transportation Director's Office Administration Fund 2000, Unit 2857
17.1%	\$15,000	Regional Wastewater Reclamation Director's Office, Oper & Maint Fund 5008, Unit 1187
12.9%	\$11,250	Department of Environmental Quality Monitoring General Fund 2043, Unit 0303
8.6%	\$ 7,500	Development Services Enterprise Fund 5004, Unit 0245
8.6%	\$ 7,500	Regional Fund Control District Tax Levy Fund 2005, Unit 1120

**\*Procurement Method:**

Direct Select pursuant to Board Policy D29.6. III C

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

The GVC works and coordinates with the County to effectively communicate and resolve issues and address community needs for County Services. In 2016 the Board approved a service contract with GVC to improve efficiency of service delivery. This current contract continues these services, which include coordination between the Health Department and Office of Emergency Management relating to pandemic services, the Transportation Department for roadway improvements, DEQ services relating to air quality, Development Services coordination for zoning or permit concerns, Regional Wastewater Reclamation Department coordination with regards to the operations/maintenance of the sewer systems, Natural Resources Parks & Recreation and the Regional Flood Control District for coordination regarding recreational parks and issues related to drainage ways in Green Valley. These services include opportunities for public input relating to these topics, which provides a valuable resource to departments serving the area.

**\*Public Benefit:**

The public benefit is that GVC provides more accessible outreach in a local setting to the greater Green Valley community to ensure that County Departments can better serve the region.

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

The County requires a monthly report that focuses on services rendered by Green Valley Council through the various committees it oversees.

**\*Retroactive:**

No.

TO: COB 12-6-21 ①  
vers.: 4  
pgs.: 3

03-12 '21 PM03:26

**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: PW Contract Number (i.e., 15-123): 21-202

Amendment No.: 01 AMS Version No.: 04

Commencement Date: 1/1/2022 New Termination Date: 12/31/2022

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 87,500

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

**\*Funding Source(s) required: Health Fund 2002; Unit 2933, DOT Fund 2000, Unit 2857; RWRD Fund 5008, Unit 1187; DEQ Fund 2043, Unit 0303; DSD Fund 5004, Unit 0245; RFCD Tax Levy Fund 2005, Unit 1120**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ \$11,250 % 12.9%

**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: Carmine DeBonis Jr., Deputy County Administrator for Public Works

Department: Public Works Administration

Telephone: (520) 724-8480

Department Director Signature: 

Date: 12/2/2021

Deputy County Administrator Signature: 

Date: 12/2/2021

County Administrator Signature: \_\_\_\_\_

Date: 12/2/2021



## MEMORANDUM

Capital Program Office

**DATE:** November 18, 2021

**TO:** Chuck Huckelberry,  
County Administrator

**FROM:** Nancy Cole, Director<sup>NC</sup>  
Capital Program Office

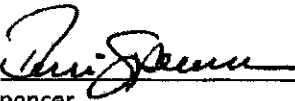
**CC:** Francisco Garcia, MD, PMP, Deputy County Administrator

**RE:** Amendment Request – Direct Selection of Professional Services from Green Valley Council for Contract Number CT-PW-21\*202

Pursuant to Board of Supervisors Policy D29.6 III.C – Direct Selection and Procurement Procedure No. PO-50, approval was received to direct select the Green Valley Council to provide to coordinate with the County to effectively communicate and resolve issues and address community needs for County services in the Green Valley community and Contract Number CT21\*202 was awarded in the amount of \$87,500.


**Background:** The County originally requested this contract to be extended in future years based on continued success with the services as defined. We continue to see benefit from this contract, and the local community coordination via the Green Valley Council.

**Requested Action:** Public Works Administration requests approval to amend CT21\*202 to increase funds in the amount of \$87,500 for a not-to-exceed amount of \$175,000 and extend the contract for an additional year for a new contract termination date of 12/31/22 to allow for continued services with the Green Valley Council pursuant to the Direct Select provisions of Board of Supervisors Policy D29.6, III-C.

Approved to as Form:   
Terri Spencer  
Procurement Director

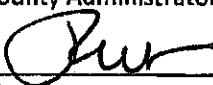
11/18/2021

Date

Concur:   
Carmine DeBonis, Jr.,  
Deputy County Administrator, Public Works

11/23/2021

Date

Direct Select Approved:   
C. H. Huckelberry  
County Administrator

11/24/2021  
Date

**Pima County Public Works Administration Department**

**Project: Green Valley Council Services**

**Contractor: Green Valley Council, Inc.**  
DBA Green Valley Council  
555 N La Cañada Drive, Suite 117  
Green Valley, AZ 85614

**Contract No.: CT-PW-21 \*0202**

**Contract Amendment No.: 01**

<b>Orig. Contract Term:</b> 01/01/2021 – 12/31/2021	<b>Orig. Amount:</b>	\$ 87,500.00
<b>Termination Date Prior Amendment:</b> N/A	<b>Prior Amendments Amount:</b>	\$ 0.00
<b>Termination Date This Amendment:</b> 12/31/2022	<b>This Amendment Amount:</b>	\$ 87,500.00
	<b>Revised Total Amount:</b>	\$175,000.00

**CONTRACT AMENDMENT**

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

**1. Background and Purpose.**

1.1. Background. On January 1, 2021 County and Contractor entered into the above referenced agreement to provide support for Pima County Services in Green Valley relating to Health, Emergency Services, Transportation, Environmental Quality, Development Services, Flood Control, Natural Resources, Parks & Recreation and Wastewater operations.

1.2. Purpose. County requires these services to continue in the upcoming contract term.

**2. Term.** The County is exercising the first extension option to renew the contract for one additional year commencing on January 1, 2022 and terminating on December 31, 2022. 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. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section 4, is increased by \$87,500. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$175,000.

**4. Scope of Services.** The scope of services remains as originally described for this contract.

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

Kathryn Ore  
\_\_\_\_\_  
Print DCA Name

December 1, 2021  
\_\_\_\_\_  
Date


**CONTRACTOR**

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

Debbie Kenyon, President  
Green Valley Council

11/30/2021  
\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

  
\_\_\_\_\_  
Carmine DeBonis, Jr.  
Deputy County Administrator, Public Works

12/2/2021  
\_\_\_\_\_  
Date

**Regional Flood Control District, a taxing authority of the State of Arizona**

\_\_\_\_\_  
Chair, Board of Directors of  
The Pima County Flood Control District

\_\_\_\_\_  
Date

ATTEST

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

\_\_\_\_\_  
Date

APPROVED AS TO FORM

  
\_\_\_\_\_  
Deputy County Attorney

Kathryn Ore  
\_\_\_\_\_  
Print DCA Name

December 1, 2021  
\_\_\_\_\_  
Date

RECOMMENDED FOR APPROVAL

  
\_\_\_\_\_  
C.H. Huckelberry, General Manager  
The Pima County Flood Control District

12/2/2021  
\_\_\_\_\_  
Date