



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 02/15/2022

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

US Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA)

**\*Project Title/Description:**

Coronavirus Emergency Supplemental Funding Program (CESF)

**\*Purpose:**

Formula-allocated funds to assist eligible states, local units of government, and tribes in preventing, preparing for, and responding to the coronavirus. The joint award is administered by GMI for items requested by Pima County Attorney's Office, Pima County Public Defense Services, and Justice Service Department (formerly County Administrator's Criminal Justice Reform Initiatives Office), to enable these departments to continue to provide high quality assistance to Pima County residents safely and efficiently during the public health crisis.

This second award amendment is a project period extension to allow the County to continue implementing the program activities. Pima County Departments have been granted an additional year to fully implement the CESF programs and expend all obligated grant funds.

**\*Procurement Method:**

Not Applicable

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

Participating Pima County Departments will purchase supplies and materials and institute new protocols that help prevent the spread of coronavirus in Pima County

**\*Public Benefit:**

The project period extension will allow the Coronavirus Emergency Supplemental Funding Program (CESF) to continue, thus allowing the Pima County Attorney's Office and Department of Justice Services to continue serving and protecting the public, while minimizing the risk of exposure to the public we serve, staff and volunteers.

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

Invoices, progress tracking and final report to BJA.

**\*Retroactive:**

Yes, DOJ's approval of the NCE is effective on February 3, 2022 . The original award end date was January 31, 2022. The project period extension request was submitted prior to the end of the award.

GMI approved  
Jom 2/8/22

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: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_

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: GTAM Department Code: GMI Grant Number (i.e., 15-123): 22\*039  
Commencement Date: January 20, 2022 Termination Date: January 31, 2023 Amendment Number: 2  
☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ 0

**\*All Funding Source(s) required:** DOJ, OJP, and BJA

**\*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)?**  
Direct- U.S. Department of Justice

Contact: Andrea Dorsey

Department: Grants Management and Innovation

Telephone: 520-724-5582

Department Director Signature: [Signature] Date: 2/4/22

Deputy County Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

County Administrator Signature: [Signature] Date: 2/7/2022

**From:** Default  
**Subject:** Grant Award Modification for an award from DOJ is Approved  
**Date:** Thursday, February 3, 2022 8:11:01 AM  
**Attachments:** ..datacontent\magerte\images\justgrants\_seal\_final\_43A942\_F2F3F41591889687873.png

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**CAUTION:** This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.



The request for a grant award modification, GAM-554035, for award number 2020-VD-BX-1663 under the solicitation *BJA FY 20 Coronavirus Emergency Supplemental Funding Program* is approved.

Please log into DOJ's JustGrants system at [JustGrants](https://www.justicegrants.usdoj.gov).

For more information go to [www.justicegrants.usdoj.gov](https://www.justicegrants.usdoj.gov)  
JustGrants is operated under the U.S. Department of Justice

## **GAM ReadOnly Funded Award Details**

FAW-28610

Solicitation Title: BJA FY 20 Coronavirus Emergency Supplemental Funding Program

Project Title: Coronavirus Emergency Supplemental Funding Program

Project Start Date: 1/20/20

Project End Date 1/31/23

Managing Office: OJP

Program Office: BJA

Grant Manager: [tahitia.barringer@ojp.usdoj.gov](mailto:tahitia.barringer@ojp.usdoj.gov)

Grant Award Administrator: [andrea.dorsey@pima.gov](mailto:andrea.dorsey@pima.gov)

Federal Award Amount: \$147,988.00

Unpaid Balance:

Funding Instrument Type: Grant

DUNS: 074477969

TIN: 866000543

## **Project Period Extension**

### **Project Period Extension Start Date**

### **Number of Months to extend Project Period Extension End Date**

12

### **Current Project Period**

Current Start Date

01/20/2020

Current Completion Date

01/31/2022

### **Requested Project Period**

Project Period Start Date

01/20/2020

Project Period End Date

01/31/2023

### **Total Period of Performance with Requested Extension**

Months

37

For guidance, see Chapter 3.5 "Adjustments to Awards" and "Grant Adjustment Notice" on budget modifications. "Project Extension Guidance".

Justification

This GAM is submitted as a workaround due to a glitch in the database that will not allow me to change request GAM-552378 submitted by the grantee. So, the grantee's GAM was denied (GAM-552378) so I could submit this GAM given that the grant ends in less than two weeks. The grantee is current in the submission of its Performance Reports and Federal Financial Reports.

Below is the grantee's justification taken from denied GAM-552378 and attachments provided by grantee to include the unobligated balance of funds and a timeline of grant activities during the extended grant period.

Pima County has made considerable progress toward achieving Coronavirus Emergency Supplemental Funding (CESF) goals over the life of the grant with the purchase and use of PPE and sanitizing supplies, as well as purchase and use of digital devices that enable the safe remote conduct of business with taxpayers, clients, County administrators, and staff during the pandemic. We continue to promote and engage in practices designed to keep the County functioning efficiently and effectively while the coronavirus persists, mutating and giving rise to the variants that are quickly spreading.

However, despite these successes, we now request approval to extend the performance period an additional 12 months. We request a no-cost extension to January 31, 2023 in order to fully expend encumbered grant funds and to complete the project activities delineated below.

In late September 2021, Pima County applied for and received approval of a Change of Scope grant award modification, authorizing new projects. The County moved quickly to procure approved Supplies and to expend the grant funds. The request for no-cost extension arises because of 1) current market conditions that contribute to supply chain distribution issues and delivery delays and 2) a need for additional time in which to complete these recently approved project activities in order to report on outcomes.

#### Supply Chain Issues and Delivery Delays

Five digital tablets have been ordered for the use of Public Defense Services interns, but the vendor will not be able to deliver until after the grant performance period. Prior to the pandemic, interns were able to assist staff and attorneys in a variety of ways using digital tablets. But when the COVID-19 reached Arizona in spring 2020 and a Stay at Home Order was issued by Governor Ducey, the interns had to surrender the tablets which then were redeployed to regular staff and attorneys for working remotely. Internship programs at PDS were placed on hold as a result. With the use of CESF funds, PDS is replacing these digital devices, enabling interns to again contribute to the success of the department's ability to represent indigent and vulnerable clients. We request the no-cost extension to allow time for these items to be delivered and invoicing completed.

Six personal computers, desks and security devices have been ordered for the Pima County Jail's virtual courtroom expansion. Rather than transport detainees or inmates out of the Jail to various courthouses and risking a) additional exposure to the coronavirus and b) bringing the virus into a locked facility, Sheriff's Department officials have modified existing space at the Jail to create virtual courtrooms. CESF funds have been used to purchase the digital devices and security furnishings to set up six new spaces. These items reportedly have been expected to be delivered in mid-December 2021. But, again, with delivery delays and supply chain issues, delivery may occur later than anticipated; and Pima County requests a no cost extension to ensure performance prior to the end of the grant period.

Pima County Attorney's Office has attempted to purchase 2,000 Rapid Testing kits for staff use, but due to supply chain issues, has received only 10% of their order. At this point, PCAO is exploring other procurement options, working with the County Health Department. Pima County requests the no-cost extension period in order to ensure that these items may be procured within the project period.

#### Additional Grant Activity Time Needed

Three hundred reconditioned cellphones for a Text-reminder program have been ordered and received. This project is designed to supply cellphones and plan minutes to individuals who lack phones who are released from the Jail to pretrial or post-conviction community supervision. During the supervision period, these defendants and probationers will receive text reminders to appear in court and keep scheduled appointments,

thereby reducing the occurrence of violations and a subsequent return to the County Jail. Pima County staff anticipate providing phones to clients of Public Defense Services, STEPS Court and other drug/problem-solving court defendants, participants in the County Attorney's Diversion programs, and to clients of community treatment providers. At this point, only one phone has been requested, but criminal justice stakeholders and community treatment providers have been made aware of the this opportunity. Pima County requests the no-cost extension in order promote the project and to get the phones distributed to individuals who would benefit from this program. Currently, these Pima County justice system partners, including Pretrial Services, Adult Probation, Public Defense Services, prosecutors, and treatment providers meet weekly to identify individuals who are eligible for Jail release and it is at these meetings that the Text-reminder program is most effectively promoted.

Books, totes, and other items have been purchased for Reading2gether, a collaborative project developed with the assistance of a dependency court judge, Public Defense Services, and other professionals involved in the child welfare system in Pima County. In this program, during a child welfare hearing, a child who is placed in an out-of-home placement will be provided a tote bag, a book, and a donated blanket to take with him or her. The child's parents will be given the same book and, during virtual visits, they will be able to read the book together, enhancing vital relationship building between young children and parents during the pandemic. Unfortunately, the dependency judge has been out ill for some time and continues on medical leave; the project, therefore, has not launched and no items have been distributed. The model court committee, as a result, are required to explore alternative distribution methods. Pima County requests the no-cost extension in order to allow the program collaborative team time to implement an alternative book distribution plan, this time in the courtroom of the chair of the model committee.

## Summary

As indicated, obtaining a 12-month no-cost extension of the CESF performance period will allow Pima County to complete procurement of approved Supplies and award the County sufficient time in which to implement recently approved program activities for which Supplies (cellphone plans, books, etc.) have already been purchased.

Without approval of the extension, Pima County will be unable to fully expend funds that have been encumbered for the purchase of digital tablets for interns and for the PCs and virtual courtroom furnishings for the Jail. Without approval of a grant performance period extension, Pima County will be unable to fully spend funds to purchase sufficient Rapid Test kits for during the pandemic, reducing PCAO's ability to protect staff, clients, and volunteers. Finally, without approval of a no-cost extension, we would lack sufficient time to put two important programs into place and have enough time to evaluate and report on these program outcomes.

## Attachments

Attach

Name

Category

Correspondence

Created by Patricia Ogbah

Date Added 02/03/2022

Name

Pima County CESF Deliverables Time Table.pdf

Category

Other Project Period GAM attachment

Created by Tahitia Barringer

Date Added 01/20/2022

Name

Pima County Ltr. Unobligated balance.pdf

Category

Other Project Period GAM attachment

Created by Tahitia Barringer

Date Added 01/20/2022

**Grants Management Comments**

Create Date	User	Note
1/21/22 11:32 AM	Desma Robinson	<p>Recommend approval in accordance with OJP Order 4200.1, 3.6.2 Exceptions to General Policy based on director's approval and justification for extenuating circumstances items beyond award recipient's control as outlined in GAM attachments and notes. The grantee is requesting an extension of 12months to 01/31/2023 this will be the 1st NCE.</p> <p>The period of performance is for 37months.</p>