



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 06/21/22

** = Mandatory, information must be provided*

or Procurement Director Award: ☐

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

Aspire Business Consultants, Inc.

***Project Title/Description:**

Financial Accounting and Reporting

***Purpose:**

Pima Vocational High School ("PVHS") required continued provision in specialized charter school financial services, to ensure compliance with all State and Federal accounting and reporting requirements, related to grants management and state funding. The contract and amendments can be found in OnBase by serving Contracts CT-CR-21*354 (formerly CT-CS-18*378) in Doc_ID_AMS.

Amendment (04) reason: increase amount of contract by \$35,000.00 for the 2022-23 school year.

Attachment: Contract Number CT-CR-21*354 (Amendment 04)

***Procurement Method:**

Processed per Pima County Board of Supervisors Policy 29.6, III-A, RFP-CSET-PVHS-2018-2.

***Program Goals/Predicted Outcomes:**

All reporting with regards to financial requirements will be done in a timely manner for both State and Federal mandates.

***Public Benefit:**

Aspire provides financial and accounting service to keep PVHS in compliance with State and Federal laws and deadlines.

***Metrics Available to Measure Performance:**

Compliance with State and Federal requirements utilizing county and state financial reporting system guidelines.

***Retroactive:**

No.

TO: COB 6-7-2022 (1)
vers.: 6
pgs.: 2

JUN06*22AM1147PD

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: CR Contract Number (i.e., 15-123): 21*354
 Amendment No.: 04 AMS Version No.: 06
 Commencement Date: 07/01/2022 New Termination Date: 06/30/2023
 Prior Contract No. (Synergen/CMS): CT-CS-18*378

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 35,000.00

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

*Funding Source(s) required: PVHS General Fund

Funding from General Fund? ☒ Yes ☐ No If Yes \$ 35,000.00 % 100

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: Irene Moreno

Department: Community & Workforce Development

Telephone: 724-9745

Department Director Signature: _____

Date: 5/25/2022

Deputy County Administrator Signature: _____

Date: 24 May 2022

County Administrator Signature: _____

Date: 5/27/2022

Pima County Department of Community & Workforce Development (Pima Vocational High School)

Project: Financial Accounting and Reporting

Contractor: Aspire Business Consultants, Inc.
P.O. Box 12084
Glendale, AZ 85318

Contract No.: CT-CR-21*354

Contract Amendment No.: Four (04)

Funding: General Fund

Orig. Contract Term: 07/01/2018 – 06/30/2019	Orig. Amount:	\$ 20,000.00
Termination Date Prior Amendment: 06/30/2022	Prior Amendments Amount:	\$ 90,000.00
Termination Date This Amendment: 06/30/2023	This Amendment Amount:	\$ 35,000.00
	Revised Total Amount:	\$145,000.00

PROFESSIONAL SERVICES CONTRACT - AMENDMENT FOUR

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

1. Background and Purpose.

1.1. **Background.** On June 29, 2018, County and Aspire Business Consultants, Inc. ("Contractor") entered into the above referenced agreement to provide financial accounting and reporting services to Pima Vocational High School ("PVHS").

1.2. **Purpose.** County requires provision of financial accounting and reporting services, to ensure maintenance and compliance with state and federal entities. These services will be provided during the 2022-23 school year.

2. Term, Section 2. The County is exercising the fourth extension option to renew the contract for one additional year commencing on July 1, 2022 and terminating on June 30, 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. Compensation and Payment, Section 5. Paragraph 5.2 Maximum Payment Amount is amended to increase the NTE amount from \$110,000.00 to \$145,000.00.

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

Signature page to follow

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

Sharon Bronson
Chair, Board of Supervisors

Date

CONTRACTOR

Heather Jones
Owner

5/17/2022

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Deputy County Attorney

Neil Poston

Print Name

5/2/2022

Date

APPROVED AS TO CONTENT

for Daniel Sullivan, Director
Community & Workforce Development

Date