



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 08/15/2022

* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

Habitat for Humanity Tucson, Inc.

***Project Title/Description:**

Habitat Home Repair Program

This contract can be found in OnBase by searching Contracts CT-CR-22-179 in DOC_ID_AMS

***Purpose:**

The Habitat Home Repair Program will provide CDBG eligible emergency home repairs, including but not limited to: routine maintenance, minor rehabilitation, major systems repair or replacement, adaptive construction, and safety hardware installations to low- and moderate-income owner-occupied households in Pima County. The Program addresses the need for safe, affordable housing and strengthens the owner's ability to live independently. This amendment will increase the term and budget and modify the metrics accordingly due to the increased need for home repairs in the community.

Attachment Contract Number CT-CR-22-179, Amendment 1

***Procurement Method:**

This Subrecipient Agreement is a non-procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

Goal: Create decent, accessible, and affordable housing that meets the needs of low- and moderate-income households.

Predicted outcome: The homes repaired by Subrecipient under the Program will have improved safety, accessibility, and habitability.

***Public Benefit:**

Upon completion, the Program will meet the HUD CDBG National Objective to assist low- and moderate-income households.

***Metrics Available to Measure Performance:**

At minimum, Subrecipient shall provide emergency home repairs, adaptive construction or safety hardware work to seven low- to moderate-income households during the FY2021-2022 contract year.

***Retroactive:**

No.

GMI OK
AF 7/28/22

TO: COB 8-1-2022 (1)
Vers: 2
PGS: 3

AUG01*22AM0840 PD

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): 22-179

Amendment No.: 01 AMS Version No.: 02

Commencement Date: 10/01/2021 New Termination Date: 09/30/2023

Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 40,000.00

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

***Funding Source(s) required: U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG)**

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: Joel Gastelum/Joel Viers

Department: CWD

Telephone: 724-6750/724-6767

Department Director Signature: [Signature] Date: 7/12/22

Deputy County Administrator Signature: [Signature] Date: 29 July 2022

County Administrator Signature: _____ Date: 7/29/2022

Pima County Department of Community and Workforce Development

Project: Habitat Home Repair Program
HUD CDBG Owner-Occupied Home Repair Activity

Contractor: Habitat for Humanity Tucson, Inc.
3501 North Mountain Avenue
Tucson, AZ 85719

Contract No.: CT-CR-22-179

Contract Amendment No.: 01

Original Contract Term:	10/01/21-09/30/22	Orig. Contract Amount:	\$50,000.00
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	-0-
Termination Date This Amendment:	09/30/2023	This Amendment Amount:	\$40,000.00
		Total Amount:	\$90,000.00

Unique Entity Identifier: EQGRJJRTK8J6		SAM Registration Date: 02/24/2022	
Federal Contract No.: B-21-UC-04-0502			
Required Match:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		Match Amount:	
Indirect Cost Rate:		<input type="checkbox"/> Federal	<input type="checkbox"/> NICR
		<input type="checkbox"/> de minimis	<input checked="" type="checkbox"/> None
Status of Contractor:		<input checked="" type="checkbox"/> Subrecipient	<input type="checkbox"/> Contractor

CFDA	Program Description	Nation Funding	Pima County Award
14.218	Community Development Block Grant/Entitlement Communities (CDBG)	FY21 \$3,436,670,527.00	FY21 \$3,000,218.00

SUBAWARD AGREEMENT**AMENDMENT ONE**

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

1.0 BACKGROUND AND PURPOSE.

- 1.1. **Background.** On June 22, 2021, Pima County ("County") and Habitat for Humanity Tucson, Inc. ("Subrecipient") entered into the above-referenced agreement to provide CDBG eligible emergency home repairs to low- and moderate-income owner-occupied households in Pima County.
- 1.2. **Purpose.** The Pima County Board of Supervisors approved an allocation of County's Fiscal Year 2021-2022 CDBG funds to Subrecipient in the amount of \$50,000.00 for Habitat for Humanity Tucson, Inc., Home Repair Program.
 - 1.2.1. Additional funding has been identified to address the critical need for Emergency Home Repairs for low- and moderate-income owner-occupied households in Pima County.
 - 1.2.2. It is necessary to increase the contract budget to address the critical need in Pima County.

1.2.3. Subrecipient is required to complete emergency home repairs, adaptive construction or safety hardware work to eligible households in Pima County. Due to the ongoing pandemic, Subrecipient was unable to complete all work as scheduled and more time is required.

2.0 TERM, EXTENSIONS, AND AMENDMENTS. Pursuant to paragraph 2.1 of fully executed Agreement, and in recognition of the unforeseen circumstances and unavoidable delays caused by the ongoing pandemic, County exercises the first of the available Extension Options. This Agreement will terminate on **September 30, 2023**.

3.0 COMPENSATION AND PAYMENT, SECTION 5 of Agreement is amended as follows:

3.1. Paragraph 5.1 is amended to change the Maximum Allocated Amount:

FROM: \$50,000.00

TO: \$90,000.00

4.0 EXHIBIT A – SCOPE OF WORK. Except as set forth with specificity below, the provisions of Exhibit A (4 pages) of Agreement remain in full force and effect:

4.1. **Section 10 – Metrics available to measure performance** is amended to increase the number of low- to moderate-income households that will receive emergency home repairs, adaptive construction or safety hardware work completed in their home:

FROM: 4

TO: 7

4.2. **Section 12 – Budget** is deleted in its entirety and replaced with the following:

CDBG Activities	Budget
Personnel	\$7,090.00
Fringe Benefits	\$2,165.00
Rent, Utilities, Space	\$0.00
Operating Costs	\$0.00
Travel & Training	\$0.00
Materials and Supplies	\$245.00
Lead Mitigation	\$2,200.00
Professional & Outside Services	\$78,300.00
Total	\$90,000.00

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

All other provisions of the Agreement not expressly modified in this Amendment will remain in effect and be binding on the parties.

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

Chair, Board of Supervisors

DATE: _____

ATTEST:

Clerk of the Board

DATE: _____

APPROVED AS TO CONTENT:

Director
Department of Community & Workforce
Development

APPROVED AS TO FORM:

Deputy County Attorney

SUBRECIPIENT

Authorized Signature

Printed Name and Title

DATE: 7/6/22