



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: March 21, 2023

* = Mandatory, information must be provided

or Procurement Director Award: ☐

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

Altar Valley School District

***Project Title/Description:**

Summer Youth Short-Term Work Experience and Basic Education

***Purpose:**

Altar Valley School District will provide Short-term Work Experience with employers offering jobs that may lead to future self-sufficiency and Academic Instruction in reading, writing, math and/or science to Pima County youth and young adults. This amendment will provide additional funding for the period of May 15, 2023 to May 14, 2024.

Attachment: Contract Number CT-CR-22-318 (Amendment 1)

***Procurement Method:**

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

***Program Goals/Predicted Outcomes:**

The school will serve up to 30 youth and young adults in the combo Short-Term Work Experience/Basic Education Program. Participants will:

- Successfully complete at least 90% of scheduled work hours.
- Attend at least 90% of scheduled classes.
- Attain at least 80% proficiency in work readiness skills.
- Gain one grade level as measured by pre- and post-program assessment using the TABE/and or other educational assessment.

***Public Benefit:**

The benefit of the program is it supports Pima County's economic development by helping to develop a trained and productive labor force that meets employers' needs.

***Metrics Available to Measure Performance:**

Reports on the number of youth and young adults participating in the program, outcome of pre- and post-testing, and completion results.

***Retroactive:**

No.

TO: COB, 3-6-2023 (1)
Vers: 3
pgs: 3

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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: CR Contract Number (i.e., 15-123): 22-318
 Amendment No.: 1 AMS Version No.: 3
 Commencement Date: 5/15/23 New Termination Date: 5/14/24
 Prior Contract No. (Synergen/CMS): N/A

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 73,732.50

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

***Funding Source(s) required:** Pima County General Funds

Funding from General Fund? ☒ Yes ☐ No If Yes \$ 73,732.50 % 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: Rise Hart

Department: Community & Workforce Development

Telephone: 724-5723

Department Director Signature: [Signature] Deputy Director

Date: 3/1/2023

Deputy County Administrator Signature: [Signature]

Date: 23 March 2023

County Administrator Signature: _____

Date: 3/2/2023

Pima County Department of Community & Workforce Development

Project: Summer Youth Short-Term Work Experience and Basic Education

District: Altar Valley School District
HC 01 Box 130
Tucson, AZ 85736

Contract No.: CT-CR-22-318

Contract Amendment No.: 01

Original Contract Term:	05/15/22 – 05/14/23	Orig. Contract Amount:	\$73,732.50
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	N/A
Termination Date This Amendment:	5/14/24	This Amendment Amount:	\$73,732.50
		Revised Total Amount:	\$147,465.00

PROFESSIONAL SERVICES CONTRACT AMENDMENT ONE

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

1. Background and Purpose.

- 1.1 Background. Pima County ("County") and Altar Valley School District ("District"), entered into the above-referenced Contract to provide workforce development services to Pima County youth.
- 1.2 Purpose. County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop).
 - 1.2.1. County finds that extending this Contract will improve employment opportunities for Pima County youth and is in the best interests of the Pima County residents.
 - 1.2.2. County has reviewed the District's performance of the services and finds it satisfactory.

2. Term, Section 2 is amended as follows:

County exercises the first available extension option. The commencement date for this Amendment No. 1 is May 15, 2023. This Agreement will terminate on May 14, 2024.

3. Key Personnel, Section 4 is amended to replace the key personnel as follows:

Carolyn Bauerelen
Jackie Bauerelen
Tamah Bryant

4. Compensation and Payment, Section 5. Paragraph 5.2 is amended to increase "the Maximum Payment Amount" from \$73,732.50 to \$147,465.00.

5. EXHIBIT A - EXHIBIT A - SCOPE OF WORK is amended as follows:

- 5.1. **Program Overview, Section 1.0.** Paragraph 1.3 is deleted in its entirety.
- 5.2. **Program Activities – District, Section 5.0.** Paragraph 5.3.3.2 is deleted in its entirety and renumbered to conform.
- 5.3. **Budget, Section 9.0.** The table in Paragraph 9.1 is deleted in its entirety and replaced with the following:

Program budget for May 15, 2023 through August 31, 2023

Budget Line Item	Amount allocated
Salary and Fringe (No overtime)	\$15,973.37
Travel	\$367.00
Equipment	\$1,595.60
Supplies	-0-
Space	\$4,269.03
Communication	\$25.00
Contractual	-0-
Other Operating	-0-
Subtotal	\$22,230.00
STWX participant payments (\$15.75/hour plus 10% fringe)	\$36,382.50
BE Participant stipends (\$8.00/hour)	\$15,120.00
TOTAL	\$73,732.50

SIGNATURE PAGE TO FOLLOW

