



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):**

Arizona Constables Ethics Standards and Training Board (CESTB)

***Project Title/Description:**

FY21 CESTB Cycle VII Equipment Grant- Firearms & Ammunition

***Purpose:**

The primary purpose of the CESTB Equipment Grant Program is to provide a source of funding to counties to purchase equipment that will advance the capability of constables to perform their statutory duties safely and efficiently. These funds are being used to reimburse the cost of firearms ammunition for field carry and for practice.

Due to supply issues and delivery delays, firearm ammunition that has been ordered under the terms of the grant will not be delivered before expiration of the grant funding period. The ethics board, as a result, has approved a no-cost extension of the current grant. On December 8, 2022, the ethics board approved the extension of the firearms and ammunition grant until April 30, 2023. This is confirmed in the letter dated December 9, 2022.

***Procurement Method:**

Not applicable

***Program Goals/Predicted Outcomes:**

Purchase of firearm ammunition for constable use in practice and in field.

***Public Benefit:**

Savings of Pima County taxpayers on the cost of necessary equipment; safe performance of constables duties. ***Metrics Available to Measure Performance:**

The timely completion of purchases and reimbursement of allowable costs.

***Retroactive:**

Yes. The request for extension was submitted to CESTB prior to BOS approval because Constables Office didn't submit the paperwork on time to the BOS. Constables Office was not aware that the amendment must be submitted to the BOS before requesting the extension. If the amendment is not approved Constables Office will not have official BOS approval of the already processed project period extension. On November 21st, 2022 the Constables Office requested a no cost extension to the CESTB due to supply chain issues. On December 8th, 2022 the CESTB had a meeting and approved the no cost extension to April 30th, 2023. The letter dated December 9th, 2022 documents the extension request.

GMI Approves
AF 3/2/2023

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: CO Grant Number (i.e., 15-123): 23-059
 Commencement Date: 06/01/2021 Termination Date: 04/30/23 Amendment Number: 3
☐ Match Amount: \$ none ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** Arizona State Constables Ethics Standards and Training Board (CESTB)

*Match funding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☒ No If Yes \$ _____ % _____

*Funding Source: none

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**
Non-federal funding

Contact: Crystal Baca

Department: Pima County Constables

Telephone: 520-724-5442

Department Director Signature: _____

Date: 01 MARCH 2023

Deputy County Administrator Signature: _____

Date: 3/3/2023

County Administrator Signature: _____

Date: 3/5/2023



**State of Arizona
Constable Ethics, Standards & Training Board**

December 9, 2022

The Honorable William Lake-Wright, Constable
240 N Stone Ave., Lower Level
Tucson, AZ 85701

Dear Constable Lake-Wright:

The Constable Ethics, Standards and Training Board (Board) is in receipt of your November 21 2022 letter requesting an additional extension on grant contract CNA21-706. At their December 8, 2022 meeting, the Board voted to extend the contract to April 30, 2023. We understand the situation with supply chain delays that makes this extension necessary to fund your project as originally approved. The Board may grant further extensions if the situation is warranted.

Please provide us with a status report by March 31, 2023 letting us know if any progress has been made to receive the remaining equipment, and if you anticipate the need for further extensions.

Please let us know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracy Unmacht", is written over a horizontal line.

Tracy Unmacht

Administrator



PIMA COUNTY CONSTABLES
240 N. STONE AVENUE, LOWER LEVEL
TUCSON, AZ 85701
(520) 724-5442
(520) 724-5445 FAX

November 21st, 2022

Constable Dennis Dowling, Chairman
Constables Ethics, Standards and Training Board
P.O. Box 13116
Phoenix, Arizona 85002

RE: Grant No. CNA21-706 No-cost Extension Request

Dear Dennis Dowling:

Thank you for the opportunity to work with the Arizona Constables Ethics, Standards and Training Board toward achieving the goals of the CESTB Cycle VII Equipment grant program. Through the generosity of the Ethics Board, Pima County has realized significant progress in upgrading office, field, and training equipment and enhancing the professionalism and efficiency of our team of constables.

At this time, in order to successfully complete performance of Contract No. CNA21-706 Firearms & Ammunition, we request a five-month extension of time with a completion date of April 30, 2023. To date, all grant funds have been encumbered, but only \$1,493.89 of awarded funds have been expended. (An interim status report, describing those completed activities, will be submitted by Pima County.)

Delivery of the remaining purchased ammunition will be delayed due to supply chain issues. Full details are as follows:

	Item	Cost with Tax	Expected Delivery
A.	Two (2) Federal #P40HST3 .40cal HST 165grain JHP 1000 Rd (Duty Carry)	\$670.20	Mid-March 2023



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B.	Two (2) Federal #AE40R3 .40cal HST 1 65grain FMJ 1000 Rd (Practice)	\$486.24	Received
C.	Two (2) Federal #P9HST2 9mm classic 147grain JHP 1000 Rd (Duty Carry)	\$606.66	Mid-March 2023

As indicated above, delivery of one order for .40 caliber duty carry ammunition and 9mm duty carry rounds is estimated for Mid-March 2023.

We expect that a five-month extension of the performance period would provide adequate time for ordered items to be delivered and for all grant funds to be fully expended.

Please feel free to contact me if you have any questions about this request or if additional information is needed.

Sincerely,

William Lake-Wright, Presiding Constable
Pima County Constables
240 North Stone Avenue, Lower Level
Tucson, AZ 85701
(520)724-5442