



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: July 7, 2015

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Portable Practical Education Preparation, Inc.

Project Title/Description:

New Employee Transition Program (NET). This is a pilot project to develop and evaluate the NET program for health-care employers. The program is aimed at improving employee performance and retention.

Purpose:

The contractor will provide workforce development services to help health-care employers increase the retention potential of employees trained through the Health Profession Opportunities Grant (HPOG) Program. This amendment is to extend the contract through September 30, 2015 as there are remaining funds available for NET activities.

Procurement Method:

RFP-CSET-WF-2012/2013

Program Goals/Predicted Outcomes:

Contractor will enter into NET contracts for HPOG workforce development training with 10 employers.

Public Benefit:

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:

HPOG employees trained under the NET Program are documented in Pima County One Stop database.

Retroactive:

No

Procure Dept 06/18/15 PM12:17

To: COB - 6.24.15 (1)
P.S. - 2

Procure Dept 06/22/15 PM09:24

Procure Dept 06/15/15 PM03:58

Original Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount: \$ _____ ☐ Revenue Amount: \$ _____
Funding Source(s): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards
Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards
Vendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards
If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: CT Department Code: CS Contract Number (i.e., 15-123): 15-84
Amendment No.: 1 AMS Version No.: 5
Effective Date: 7/7/15 New Termination Date: 9/30/15
☒ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$0.00
Funding Source(s): U.S. Department of Health and Human Services - Health Professions Opportunity Grant (HPOG)
Cost to Pima County General Fund: N/A

Contact: Rise Hart

Department: Community Services

Telephone: 724-5723

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____
(Required for Board Agenda/Addendum Items)

[Signature]

[Signature]

C. R. [Signature]

6-19-15

6/19/15

CONTRACT

NO. CT-LS-150000000000000084

AMENDMENT NO. 01

This number must appear on all
invoices, correspondence and
documents pertaining to this
contract.

Program Name: New Employee Transition Program (NET)

Contractor: Portable Practical Educational Preparation, Inc.
802 E. 46th Street
Tucson, AZ 85713
(520) 622-3553 · Fax 622-1480

Contract No: CT-CS-15-84

Amendment No: 01

Funding: U.S. Department of Health and Human Services - Health Professions Opportunity Grant (HPOG)

Original Contract Term:	8/15/14 – 6/30/15	Orig. Contract Amount:	\$147,000.00
Term Prior Amendment:	N/A	Prior Amended Amount:	N/A
Term This Amendment:	9/30/15	Amount This Amendment:	N/A
		Revised Contract Amount:	N/A

Pima County a body politic and corporate of the State of Arizona ("County") and Portable Practical Educational Preparation, Inc. ("Contractor") have entered into the above referenced contract to implement the New Employee Transition Program (NET).

AMENDMENT

WHEREAS, the Pima County Board of Supervisors finds that continuing to provide education and training to One Stop youth participants is in the best interests of the County; and

WHEREAS, funds remain available through September 30, 2015 for the NET activities to be provided pursuant to this Contract; and

WHEREAS, NET was a new program for County and Contractor and start-up activities took longer than anticipated; and

WHEREAS, County has reviewed Contractor's performance and finds that Contractor has the capacity to complete the funded NET activities by September 30, 2015.

NOW, THEREFORE, COUNTY and CONTRACTOR agree to amend the Contract as follows:

1. **ARTICLE I – TERM AND EXTENSIONS**, Paragraph A, is amended to change the termination date:
FROM: June 30, 2015
TO: September 30, 2015
2. **EXHIBIT A – SCOPE OF WORK**, is amended to replace "June 30, 2015" with "September 30, 2015" throughout the Exhibit.

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

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

PIMA COUNTY

Chair, Board of Supervisors

Date

ATTEST

Clerk of the Board

APPROVED AS TO CONTENT

John S. Egan 6-10-15
Community Services Director Date

APPROVED AS TO FORM

Karen S. Friar
Karen S. Friar
Deputy County Attorney

CONTRACTOR

[Signature]
Authorized Signature

6/11/15
Date

John David Arnold + CEO
Print Name and title

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Date