



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

Requested Board Meeting Date: October 6, 2015

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): Catholic Community Services of Southern Arizona, Inc. dba Catholic Social Services

Project Title/Description:

Community Services Block Grant (CSBG) - Emergency Needs. Provide food boxes to low-income residents in Robles Junction.

Purpose:

CSBG funds will be used to provide social services to eligible individuals and families to assist in alleviating poverty, revitalizing communities and empowering low-income families to becoming self-sufficient. The amendment is to reallocate budget line items to accommodate the services provided by Catholic Social Services. Funding amount of \$15,122.00 remains the same.

Procurement Method:

Program Goals/Predicted Outcomes:

1. 100 households will receive emergency food.
2. Provide food boxes to 150 households.

Public Benefit:

Helps alleviate poverty and promotes self-sufficiency to the residents of Pima County.

Metrics Available to Measure Performance:

All activities and information sources in the management, fiscal, and service system of Awardee and any subcontracted parties, relating to performance of duties and obligations under this Contract are monitored. Quarterly reports on the National Results Oriented Management Accountability (ROMA)/National Performance Indicators and progress reports on each household and individual served.

Retroactive:

Procure Dept 09/11/15 AM 09:38

To: COB 9.23.15 (1)
Pgs. 2

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 AwardsWere insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant AwardsVendor 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 InformationDocument Type: CT Department Code: CS Contract Number (i.e., 15-123): 15-546Amendment No.: 1 AMS Version No.: 2Effective Date: 10/6/15 New Termination Date: N/A☒ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$0.00

Funding Source(s): _____

Cost to Pima County General Fund: N/AContact: Rise HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: [Signature] 9/4/15Deputy County Administrator Signature/Date: [Signature] 9/10/15County Administrator Signature/Date: [Signature] 9/10/15
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,
EMPLOYMENT AND TRAINING (CSET) DEPARTMENT
COMMUNITY ACTION AGENCY (CAA) PROGRAM
PROFESSIONAL SERVICES CONTRACT**

CONTRACT	
NO. <u>CT-CS-15000000000000000000 546</u>	
AMENDMENT NO.	<u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Program Name: Community Services Block Grant (CSBG) – Emergency Needs

Awardee: Catholic Community Services of Southern Arizona, Inc.
dba Catholic Social Services
140 W Speedway Blvd #130
Tucson, AZ 85705

Contract No: CT-CS-15-546

Amendment No: 01

Funding: Community Services Block Grant (CSBG)

Original Contract Term:	07/01/15 – 06/30/16	Original Contract Amount:	\$15,122.00
Term This Amendment:	n/a	Amount This Amendment:	n/a
		Revised Contract Amount:	\$15,122.00

Pima County, a body politic and corporate of the State of Arizona ("County") and Catholic Community Services of Southern Arizona, Inc. dba, Catholic Social Services, an Arizona non-profit corporation ("Awardee") have entered into the above referenced contract to provide emergency services (food and clothing).

AMENDMENT

WHEREAS, County finds that there is a continuing need to provide emergency food and clothing for low-income residents in Pima County; and

WHEREAS, the Awardee's budget line items need to be reallocated to accommodate these services; and

WHEREAS, County has reviewed the performance of Awardee and finds it satisfactory; and

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

A. **EXHIBIT A – SCOPE OF WORK**, is amended as follows:

SECTION 6 – BUDGET, the table is deleted in its entirety and replaced with the following.

Description	Amount
Personnel/ERE	\$10,039.00
Professional Services & Outside Services	\$0.00
Travel	\$2,323.00
Space (Rent/Utilities)	\$0.00
Materials and Supplies	\$500.00
Operating Services	\$360.00
Administrative Costs cannot exceed 15% of grant award	\$1,900.00
Total Budget	\$15,122.00

Any other provisions of the Contract not expressly modified in this Amendment shall 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:

AWARDEE:

Chair, Pima County Board of Supervisors

Marguerite Harmon
Authorized Signature

Date: _____

Date: 9-2-2015

ATTEST:

Clerk of the Board Date

APPROVED AS TO CONTENT:

Charles Camp
Director, Employment & Training

APPROVED AS TO FORM:

TOBIN ROSEN
for Karen S. Friar, Deputy County Attorney