



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

Requested Board Meeting Date: 02/02/2016

or Procurement Director Award ☐

**Contractor/Vendor Name (DBA):** Raise the Bar Consulting, LLC

**Project Title/Description:**

Grant Writing Services

**Purpose:**

To provide assistance in applying for grant involving improvements and enhancements of Criminal Justice system and services to Victims of Crimes.

**Procurement Method:**

Direct Select

**Program Goals/Predicted Outcomes:**

Apply for grant funds that compliment the goals of the Pima County Attorney's Office that enhance the Criminal Justice system and service to Victims of Crimes.

**Public Benefit:**

Invoice supplemental funding for programs and services.

**Metrics Available to Measure Performance:**

Pima County Attorney's Office will be reviewing and approving invoices to monitor grant writing and reporting services provided under this agreement required to satisfy grant requirements of the projects.

**Retroactive:**

No.

**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: PCA Contract Number (i.e., 15-123): 14\*375

Amendment No.: 05 AMS Version No.: 08

Effective Date: 02/01/2016 New Termination Date: 02/28/2017

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 25,000.00

Funding Source(s): Special Revenue

Cost to Pima County General Fund: No cost general fund

TO: COB 1-26-16 (2)  
pgs. - 3 Addendum

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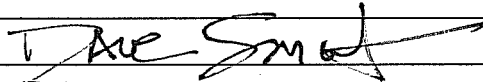
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Contact: Star Romero

Department: Pima County Attorney

Telephone: 520-740-5606

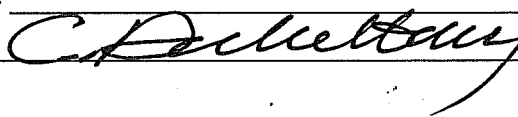
Department Director Signature/Date:



12/24/15

Deputy County Administrator Signature/Date:

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

 1/21/16

<b>PIMA COUNTY ATTORNEY'S OFFICE</b>  <b>PROJECT: Grant Writing Services</b>  <b>CONTRACTOR:</b> Raise the Bar Consulting, LLC 2825 E. 21 <sup>st</sup> Street Tucson, AZ 85716  <b>CONTRACT NO.: CT-PCA-14000000000000000375</b>  <b>CONTRACT AMENDMENT NO.: FIVE (#05)</b>	<table border="1"> <tr> <td align="center" colspan="2"><b>CONTRACT</b></td> </tr> <tr> <td><b>NO.</b></td> <td><u>CT-PCA-14 * 375</u></td> </tr> <tr> <td><b>AMENDMENT NO.</b></td> <td><u>05</u></td> </tr> <tr> <td colspan="2"> This number must appear on all  invoices, correspondence and  documents pertaining to this  contract. </td> </tr> </table>	<b>CONTRACT</b>		<b>NO.</b>	<u>CT-PCA-14 * 375</u>	<b>AMENDMENT NO.</b>	<u>05</u>	This number must appear on all invoices, correspondence and documents pertaining to this contract.	
<b>CONTRACT</b>									
<b>NO.</b>	<u>CT-PCA-14 * 375</u>								
<b>AMENDMENT NO.</b>	<u>05</u>								
This number must appear on all invoices, correspondence and documents pertaining to this contract.									

<b>ORIG. CONTRACT TERM:</b> 03/01/2014 – 02/28/2015	<b>ORIG. CONTRACT AMOUNT:</b> \$12,000.00
<b>TERMINATION DATE PRIOR AMENDMENT:</b> 02/28/2016	<b>PRIOR AMENDMENTS:</b> \$28,400.00
<b>TERMINATION THIS AMENDMENT:</b> 02/28/2017	<b>AMOUNT THIS AMENDMENT:</b> \$25,000.00
	<b>REVISED CONTRACT AMOUNT:</b> \$65,400.00

### CONTRACT AMENDMENT

WHEREAS, COUNTY and CONTRACTOR entered into a Contract for services as referenced above; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article I - Term, have agreed to extend the Contract term for a period of one year; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article II – Scope of Services, have agreed to add to the scope of services during the term of the contract; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article III – Compensation and Payment, have agreed to increase the contract amount to allow payment for the continued provision of services during the extended term of the contract.

NOW, THEREFORE, it is agreed as follows:

**CHANGE:** ARTICLE I - TERM:

From: "... shall terminate on the 28<sup>th</sup> day of February, 2016..."

To: "... shall terminate on the 28<sup>th</sup> day of February, 2017..."

**ADD:** ARTICLE II – SCOPE OF SERVICES:

Assist PCAO and Pima County in providing consultation and advice, conducting research, and applying for grants involving improvements and enhancements of the criminal justice system and services to victims of crime.

**ADD:**     ARTICLE III – COMPENSATION AND PAYMENT:

From:        "Total payment for this Contract shall not exceed \$40,400.00."

To:           "Total payment for this Contract shall not exceed \$65,400.00."

The effective date of this Amendment shall be February 1, 2016.

(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

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

IN WITNESS THEREOF, the parties have affixed their signatures to this Amendment on the dates written below.

**APPROVED:**

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

**CONTRACTOR:**

Jennifer M. Tursigni  
Signature

Jennifer M Tursigni, Consultant,  
Name and Title (Please Print) owner

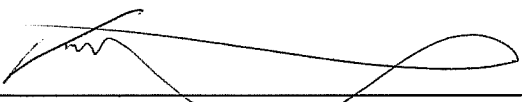
1/19/16  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of Board

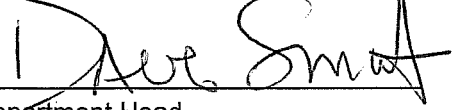
\_\_\_\_\_  
Date

**APPROVED AS TO FORM:**

  
Tobin Rosen, Deputy County Attorney

1/14/16  
Date

**APPROVED AS TO CONTENT**

  
Department Head

1/24/16  
Date