

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

**Requested Board Meeting Date:** August 2, 2016 - Addendum

**or Procurement Director Award** ☐

**Contractor/Vendor Name (DBA):** The International Sonoran Desert Alliance

**Project Title/Description:**

Community Services Block Grant (CSBG) - Emergency Needs (Housing). Emergency Financial Assistance Activities

**Purpose:**

Amendment is to provide emergency financial assistance services to low-income residents in and around the unincorporated Ajo area of Pima County by providing information on sources available to obtain emergency financial assistance plus conducting intake and processing applications for eligible low-income households experiencing a temporary financial crisis in order to prevent homelessness or utility disconnection.

**Procurement Method:**

**Program Goals/Predicted Outcomes:**

Provide a minimum of 60 individuals/households with the emergency assistance application process.

**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:**

Yes, contract starts 7/1/16 and was approved by the Board of Supervisors on 6/7/16. Contract amount is being increased due to the need to increase services.

JUL 21 10:50 PM 2016  
AFB

To: COB 7-21-16 C11  
Pgs. - 2 Addendum

**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 Information**Document Type: CT Department Code: CS Contract Number (i.e.,15-123): 15-539Amendment No.: 3 AMS Version No.: 5Effective Date: 7/1/16 New Termination Date: N/A☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$25,295.00Funding Source(s): Pima County General FundsCost to Pima County General Fund: \$25,295.00Contact: Rise HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date:  7/19/16Deputy County Administrator Signature/Date:  7/20/16County Administrator Signature/Date:  7/21/16  
(Required for Board Agenda/Addendum Items)

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

<b>CONTRACT</b>	
NO. <u>CT-CS-15-539</u>	
AMENDMENT NO. <u>03</u>	
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

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

Awardee: International Sonoran Desert Alliance  
PO Box 687  
Ajo, AZ 85321

Contract No: CT-CS-15-539

Amendment No: 03

Funding this Amendment: Pima County General Funds

Original Contract Term:	07/01/15 – 06/30/16	Original Contract Amount:	\$23,735.00
Term Prior Amendment:	07/01/16 – 06/30/17	Prior Amended Amount:	\$49,030.00
Term This Amendment:	N/A	Amount This Amendment:	\$25,295.00
		Revised Contract Amount:	\$98,060.00

Pima County, a body politic and corporate of the State of Arizona (“County”) and, International Sonoran Desert Alliance, an Arizona non-profit corporation (“Awardee”) entered into the above-referenced Contract.

**AMENDMENT NO. THREE**

**RECITALS**

- A. The Pima County Board of Supervisors finds that continuing to provide CSBG services to meet the needs of residents facing short-term crises is in the best interests of the County.
- B. There has been an increase in the number of requests from low-income households for help in completing applications for emergency assistance.
- C. County has reviewed the performance of Awardee and finds it satisfactory.
- D. County finds that Awardee has the capacity to provide additional emergency services during the term of the Contract.

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

**1.0 Section 3.0 - COMPENSATION AND PAYMENT**

Section 3.1, is amended to increase “the Maximum Allocated Amount”:

FROM: \$72,765.00

TO: \$98,060.00

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

2.0 **EXHIBIT A – WORK STATEMENT NO. 2**, is amended as follows:

2.1. Section 5 – **BUDGET** is deleted in its entirety and replaced with the following:

Activity	Amount allocated for July 1, 2015 – June 30, 2016	Amount allocated for July 1, 2016 – June 30, 2017
Personnel/ERE	\$16,900.00	\$16,900.00
Professional/Outside Services	\$ 240.00	\$ 240.00
Travel	\$ 597.00	\$ 597.00
Space (Rent & Utilities)	\$ 2,055.00	\$ 2,055.00
Materials & Supplies	\$ 480.00	\$ 480.00
Operating Services	\$ 1,916.00	\$ 1,916.00
Administrative Expenses	\$ 3,107.00	\$ 3,107.00
<b>Total General Funds</b>	<b>\$25,295.00</b>	<b>\$25,295.00</b>

2.2. Section 6 – **OUTCOMES** is amended to add:

Awardee will assist a minimum of **60 individuals/households** with the emergency assistance application process between July 1, 2016 and June 30, 2017.

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Any provisions of the Contract not expressly modified in this Amendment shall remain in effect and be binding on the parties.

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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:

\_\_\_\_\_  
Chair, Pima County Board of Supervisors

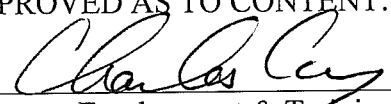
Date: \_\_\_\_\_

ATTEST:

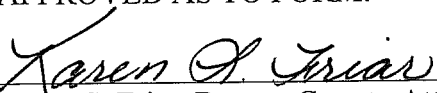
\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

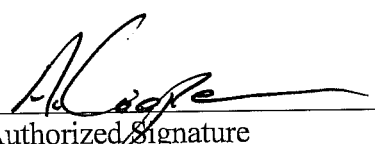
APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Director, Employment & Training

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Karen S. Friar, Deputy County Attorney

AWARDEE:

  
\_\_\_\_\_  
Authorized Signature

Date: 7/11/16

AARON COOPER EXECUTIVE DIRECTOR  
\_\_\_\_\_  
Printed name & Title