



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

**Requested Board Meeting Date:** 9/6/2016

**or Procurement Director Award** ☐

**Contractor/Vendor Name (DBA):** Community Food Bank

**Project Title/Description:**

Green Valley-Sahuarita Community Food Bank Facility Expansion ("the Project") located at 250 E. Continental Road Unit 101, Green Valley, AZ ("the Facility"). The Facility is owned and operated by Community Food Bank, Inc. whose offices are located at 3003 S. Country Club Road, Tucson, Arizona. This amendment increases funding by \$5,076.80 due to changes in the scope of work.

**Purpose:**

Paint the interior and exterior building of the Facility and install a new metal canopy to provide quality service to low-to-moderate income residents of Green Valley and the surrounding areas.

**Procurement Method:**

N/A

**Program Goals/Predicted Outcomes:**

Goal: Provide a more suitable living environment through new and improved access to neighborhood public facilities.

Predicted outcomes: Improved access to and continued availability of food bank services at the Green Valley-Sahuarita Community Food Bank, a public facility serving low-to-moderate income families and individuals.

**Public Benefit:**

Upon completion, the Project will meet the CDBG National Objective to provide public facility improvements that benefit low-to-moderate income families and individuals.

**Metrics Available to Measure Performance:**

At least 14,500 individuals per year will have improved access and availability to services at the Facility as reported by Subrecipient to HUD.

**Retroactive:**

No

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Procure Dept 08/10/16 PM08:38

**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: CD Contract Number (i.e., 15-123): 16-196  
Amendment No.: 1 AMS Version No.: 2  
Effective Date: 9-6-16 New Termination Date: \_\_\_\_\_  
☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 5,076.80  
Funding Source(s): U.S. Department of Housing and Urban Development

Cost to Pima County General Fund: \$0

Contact: Denise Sauer, Contract Specialist 4-2772 / John Matheny, Program Coordinator 724-8779  
Department: Community Development & Neighborhood Conservation Telephone: 724-8779  
Department Director Signature/Date: Margaret M. Kue 08/09/2016  
Deputy County Administrator Signature/Date: J. Sauer 8/9/2016  
County Administrator Signature/Date: C. R. Delaney 8/9/16  
(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY DEVELOPMENT AND  
NEIGHBORHOOD CONSERVATION DEPARTMENT

PROJECT NAME: *Green Valley-Sahuarita  
Community Food Bank Facility  
Expansion / CDBG Public Facility  
Improvements*

SUBRECIPIENTS: Community Food Bank, Inc.  
3003 S. Country Club Road  
Tucson, AZ. 85713  
Mailing to: P.O. Box 26727

CONTRACT NO.: CT-CD-16\*196

FUNDING: Community Development Block  
Grant (Public Facilities)

DISTRICT NO. All

CONTRACT	
NO. <u>CT-CD-16-196</u>	
AMENDMENT NO. <u>01</u>	
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Original Contract Term:	12/1/15 – 11/30/16	Contract Amount:	\$40,000.00
Termination date prior amends:	N/A	Amount Prior Amends:	N/A
Termination date this amend:	N/A	Amount this Amendment:	\$5,076.80
		TOTAL contract amount:	\$45,076.80

**AMENDMENT NO. ONE**

**RECITALS**

- A. Pima County ("County"), through the Community Development and Neighborhood Conservation Department received Community Development Block Grant ("CDBG") funds from the U.S. Department of Housing and Urban Development ("HUD"), under Title I of the Housing and Community Development Act of 1974, as amended (Public Law 93-383) to improve the economic welfare of County inhabitants.
- B. Community Food Bank, Inc. ("Subrecipient") was awarded CDBG funds for the Green Valley-Sahuarita Community Food Bank Facility Expansion at the facility it owns and operates at 250 E. Continental Road, Unit 101, Green Valley, AZ ("the Facility").
- C. The Agreement required Subrecipient to utilize CDBG funds to paint the interior and exterior of the building and install a new exterior metal canopy ("the Project").
- D. As work on the Project proceeded, Subrecipient discovered that additional framing, stucco, glazing, insulation, some minor demolition, door entry hardware, and other general conditions were needed to adequately improve the Facility as set forth in the original Agreement.
- E. County has recaptured CDBG funds allocated to other subrecipients for completed or cancelled projects.
- F. County finds it appropriate to reprogram some of the recaptured CDBG funds to allow Subrecipient to properly complete the Project.

NOW, THEREFORE, the Agreement is amended as follows:

1. **4.0 COMPENSATION AND PAYMENT**, Paragraph 4.1 is amended to increase the Maximum Allocated Amount:

FROM: \$40,000.00

TO: \$45,076.80

2. **33.0 -- ISRAEL BOYCOTT CERTIFICATION** is added to read:

Subrecipient hereby certifies that it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of Israel as defined by A.R.S. § 35-393.01. Violation of this certification by Subrecipient may result in action by the County up to and including termination of this Agreement.

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

3.1. Paragraph 3.2 is amended to add paragraph 3.2.3 to read:

- 3.2.3. To ensure the components set forth in paragraphs 3.2.1 and 3.2.2 are adequate and proper, complete additional work from the following trades, as appropriate to the Project, including but not limited to:

3.2.3.1 Framing;

3.2.3.2 Stucco;

3.2.3.3 Glazing;

3.2.3.4 Insulation;

3.2.3.5 Minor demolition; and

3.2.3.6 Entry door hardware.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

2.2. **Section 8 -- Budget** is deleted in its entirety and replaced with the following:

Funded Activities	Budget
Engineer and Design	\$ 9,103.30
Paint interior/exterior of building	\$ 6,270.00
Purchase/install New Metal Canopy	\$ 8,701.00
Relocate Signage	-0-
Permits/Bonds	\$ 3,155.00
Trade work and associated general improvements (including framing, stucco, glazing, insulation, minor demolition, door hardware and supplies)	\$15,097.50
Project Management/Delivery	\$ 2,750.00
<b>TOTAL</b>	<b>\$45,076.80</b>

All other provisions of this Agreement, not specifically changed by this amendment, shall remain in effect and be binding upon 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**

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

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

ATTEST:

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

\_\_\_\_\_  
Date

APPROVED AS TO CONTENT:

Margaret M. Kane 08/09/2016  
Director, Community Development  
and Neighborhood Conservation

APPROVED AS TO FORM:

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

**SUBGRANTEES**

[Signature]  
Signature

Michael McDermott, CEO  
Printed name and title

Date: 8/4/16

[Signature]  
Signature

[Signature]  
Printed name and title

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