

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

Requested Board Meeting Date: September 6, 2016

or Procurement Director Award ☐

**Contractor/Vendor Name (DBA):** Tucson Urban League, Inc.

**Project Title/Description:**

Workforce Development Services

**Purpose:**

Provide workforce development services. The amendment is to provide additional workforce development services to accommodate job seekers needs.

**Procurement Method:**

**Program Goals/Predicted Outcomes:**

Prepare job seekers for current and projected demand occupations that offer wages that allow self-sufficiency or that have a clear career path leading to self-sufficiency.

**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:**

Monthly summary reports which include the numbers of persons served, completed, exited, placed, placed into Workforce Investment Board target industries, and the average wage at placement.

**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 provide additional workforce development services.

TO: COB (1)

VERS: 01

PAGES: 2 ADDENDUM

Procure Dept 08/24/16 PM 11:39

AKS

**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): 17-021

Amendment No.: 1 \_\_\_\_\_ AMS Version No.: 2 \_\_\_\_\_

Effective Date: 7/1/16 \_\_\_\_\_ New Termination Date: 6/30/17 (no change)

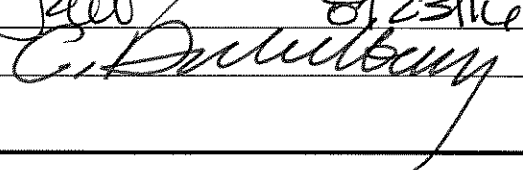
☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$25,416.03

Funding Source(s): U.S. Department of Labor, Arizona Department of Economic Security

Cost to Pima County General Fund: N/A

Contact: Rise Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date:  8/19/16Deputy County Administrator Signature/Date:  8/23/16County Administrator Signature/Date:  8/24/16  
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY COMMUNITY SERVICES,  
EMPLOYMENT AND TRAINING DEPARTMENT  
PROFESSIONAL SERVICES CONTRACT**

<b>CONTRACT</b>	
NO.	<u>CT-CS-17-021</u>
AMENDMENT NO.	<u>01</u>
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Program Name: Workforce Development Services

Awardee: Tucson Urban League, Inc.  
2305 S. Park Avenue  
Tucson, AZ 85713

Contract No: CT-CS-17-021

Amendment No: 01

Funding: U.S. Department of Labor (DOL) - Workforce Innovation and Opportunity Act  
(WIOA)

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$367,895.00
Term Prior Amendment:	N/A	Prior Amended Amount:	N/A
		Amount This Amendment:	\$ 25,416.03
		Revised Contract Amount:	\$393,311.03

Pima County, a body politic and corporate of the State of Arizona ("County") and Tucson Urban League, Inc., a non-profit corporation registered to do business in the State of Arizona ("Awardee") entered into the above-referenced Contract to provide workforce development services to ARIZONA@WORK participants.

**AMENDMENT NO. ONE**

**RECITALS**

- A. The Pima County Board of Supervisors finds providing workforce development services to county residents is in the best interest of the County.
- B. To better accommodate job seekers needs, County finds it necessary to reorganize the services being provided under the contract.
- C. County has reviewed the performance of Awardee and finds it satisfactory.
- D. County finds that Awardee has the capacity to provide workforce development services as set forth herein 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.** Paragraph 3.1, is amended to increase "the Maximum Allocated Amount":

FROM: \$367,895.00

TO: \$393,311.03

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

- 2.1 **SECTION 4 – STAFF ACTIVITIES.**

2.1.1 Paragraph 4.1.2 is deleted in its entirety and replaced with the following:

Provide the following staff (collectively "the staff"):

No. of Positions	Title	Service Location
Two (2) FTEs	Workforce Development Specialist ("WDS")	Pima County ARIZONA@WORK location(s)
One (1) FTE	WDS	Tucson Urban League, 2305 S. Park Avenue, Tucson, AZ
One (1) FTE	Program Support Specialist – Intake ("Intake Support")	Pima County ARIZONA@WORK location(s)
Three (3) FTE	Program Support Specialist – Receptionist	Pima County ARIZONA@WORK location(s)

2.1.2 Paragraph 4.4.7 is amended to increase the number of job seekers served:

FROM: 400

TO: 1,200

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2.2 **SECTION 7 – BUDGET** is deleted in its entirety and replaced with the following:

Budget Line Item	Amount allocated for July 1, 2016 through June 30, 2017
Salary and Fringe (No overtime)	\$245,920.94
Staff Development	-0-
Travel	\$1,600.00
Equipment	-0-
Supplies	\$1,300.00
Communications	\$3,178.60
Contractual	-0-
Other Operating	\$59,771.54
Space	\$2,019.95
Subtotal	\$313,791.03
Transitional Job Wages	\$22,720.00
Work Experience for Youth	\$56,800.00
<b>Total</b>	<b>\$393,311.03</b>

Any other provisions of the Contract not expressly modified in this Amendment will 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, Board of Supervisors

Huboneh L. Embry  
Authorized Signature

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

Deborah L Embry  
Printed Name & Title

ATTEST:

Date: 8/15/14

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

APPROVED AS TO CONTENT:

Charles A. [Signature]  
Director, Community Services Employment & Training

APPROVED AS TO FORM:

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