



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Requested Board Meeting Date: 3/7/2017

or Procurement Director Award ☐

Contractor/Vendor Name: Tucson Centers for Women & Children
(DBA): Emerge! Center Against Domestic Abuse

Project Title/Description:

The ESG Homeless Prevention Program conducted by Tucson Center for Women & Children, Inc. dba Emerge! Center Against Domestic Abuse, located at 2545 E. Adams Street, Tucson, AZ 85716.

Purpose:

Tucson Center for Women & Children, Inc. dba Emerge! Center Against Domestic Abuse (Awardee) will use reprogrammed and reallocated U.S. Department of Housing and Urban Development ("HUD") Emergency Solutions Grant ("ESG") program funds to provide eligible emergency shelter activities, giving priority to families with children, to help them obtain permanent, unsubsidized, housing and stability. This amendment adds \$16,952 in available federal funds--recaptured and reallocated from other awardees who did not expend programed funds or completed programs under budget—to provide additional shelter services in Pima County.

Procurement Method:

N/A

Program Goals/Predicted Outcomes:

Goal: Provide decent, affordable housing and stability to families or individuals whom are homeless or at-risk of being homeless.

Predicted outcomes: Homeless individuals and families provided with rapid rehousing assistance or shelter operations will ultimately obtain and sustain permanent affordable housing.

Public Benefit:

Homeless families with children that are impacted by domestic abuse will receive HUD emergency shelter and/or rapid re-housing and services that enable them to secure safe, decent and affordable housing. In addition, unspent or recaptured federal funds will be effectively reprogrammed to performing agencies serving this special population.

Metrics Available to Measure Performance:

	Achievement
40 families with children	Remain in transitional housing for an average of 3 months and/or move into permanent housing
	Maintain or increase income through earnings or available benefits
	Meet at least one goal on the Individual Housing and Service Plan during every six months in the program
540 individuals	Receive emergency shelter and transition into more stable housing. (Each member of the families served is counted for this metric.)

Retroactive:

Yes, this amendment and added funds will be retroactive to the original contract term start date to allow Awardee the availability to expense funds on eligible activities during that time frame if needed.

To: COB. 2.23.17 (1)
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Addendum

Procure Dept 02/23/17 PM08:09

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): 17000000000000000207

Amendment No.: 1 AMS Version No.: 2

Effective Date: 10/1/2016 New Termination Date:

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$16,952.00

Funding Source(s): U.S. Department of Housing and Urban Development

Cost to Pima County General Fund: N/A

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: [Signature] for MARGARET M. KISH

Deputy County Administrator Signature/Date: [Signature] 2-22-2017

County Administrator Signature/Date: [Signature] 2/22/17
(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT

PROJECT NAME: Comprehensive Services Program
HUD ESG Rapid Re-Housing

AWARDEE: Tucson Center for Women & Children, Inc.
dba Emerge! Center Against Domestic Abuse
2545 E. Adams Street
Tucson, AZ 85716

DUNS NO: 84281206700000

CONTRACT NO.: CT-CD-17*207

FUNDING: US Housing and Urban Development (HUD);
Emergency Solutions Grant (ESG)

DISTRICT NO. All

CONTRACT	
NO. <u>CT-CD-17-207</u>	
AMENDMENT NO. <u>01</u>	
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

Original Contract Term:	10/1/16 – 9/30/17	Contract Amount:	\$32,000.00
Termination date prior amends:	N/A	Amount Prior Amends:	N/A
Termination date this amend:	N/A	Amount this Amendment:	\$16,952.00
		TOTAL contract amount:	\$48,952.00

AMENDMENT NO. ONE

RECITALS

- A. Pima County (“County”), through the Community Development and Neighborhood Conservation Department received Emergency Solutions Grant (“ESG”) funds from the U.S. Department of Housing and Urban Development under Title IV subtitle B of the McKinney-Vento Homeless Assistance Act to improve the economic welfare of County inhabitants.
- B. County and Tucson Center for Women & Children, Inc. *dba* Emerge! Center Against Domestic Abuse (“Agency”) entered into the above-referenced Agreement to provide ESG Rapid Rehousing and Emergency Shelter component activities to homeless individuals and families of Pima County.
- C. ESG funds for FY 2016-2017 previously awarded to other agencies were not fully expended.
- D. County finds that it is in the best interests of Pima County residents to reallocate these unexpended FY2016-2017 ESG funds to Agency for additional rental assistance, support services, and shelter services.
- E. County has reviewed Agency’s performance finds it satisfactory.
- F. The Parties agree to increase the amount of ESG funds provided under the Agreement, subject to the requirement that these additional funds be spent on or before September 30, 2017.

NOW, THEREFORE, the Parties agree as follows:

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

FROM: \$32,000.00

TO: \$48,952.00

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

- 2.1. **Section 3 – Project** Activities is amended as follows:

- 2.1.1. **Paragraph 3.2 – EMERGENCY SHELTER** is amended to increase the minimum number served:

FROM: at least 515 members of families with children impacted by domestic abuse

TO: at least 540 members of families with children impacted by domestic abuse

- 2.1.2. **Paragraph 3.3 – Matching Funds** is amended to increase the required amount of matching funds:

FROM: at least \$32,000.00

TO: at least \$48,952.00

- 2.2. **Section 6 – Metrics available to measure performance** is amended to delete the table in its entirety and replace it with the following:

	Achievement
40 families with children	Remain in transitional housing for an average of 3 months and/or move into permanent housing
	Maintain or increase income through earnings or available benefits
	Meet at least one goal on the Individual Housing and Service Plan during every six months in the program
540 individuals	Receive emergency shelter and transition into more stable housing. (Each member of the families served is counted for this metric.)

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

PROGRAM	ACTIVITY	AMOUNT
ESG Rapid Rehousing	Expenditures for Rental Assistance	\$1,295.00
	Expenditures for Housing Relocation and Stabilization Services – Financial Assistance	\$2,000.00
	Expenditures for Housing Relocation and Stabilization Services – Services	\$8,705.00
TOTAL		\$12,000.00

PROGRAM	ACTIVITY	AMOUNT
ESG Emergency Shelter	Essential Services	\$10,000.00
	Operations	\$26,952.00
TOTAL		\$36,952.00

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3. **EXHIBIT B – MONTHLY FINANCIAL STATUS REPORT AND REQUEST FOR FUNDS**, is deleted in its entirety and replaced with the attached **EXHIBIT 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

AWARDEE

Chair, Board of Supervisors

Date: _____

ATTEST:

Signature

Printed name and title

Date: 2/10/17

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Director, Community Development
and Neighborhood Conservation

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney

EXHIBIT B**MONTHLY FINANCIAL STATUS REPORT AND REQUEST FOR FUNDS**

Emerge! Center Against Domestic Abuse
2545 E. Adams Street
Tucson, AZ 85716

Month _____ Invoice # _____

ESG Activity	Budgeted	Exp./MO.	Accumulative Expenditure	Balance Available
Expenditures for Rental Assistance (GCD00581)	\$1,295.00			
Expenditures for Housing Relocation and Stabilization Services – Financial Assistance (GCD00582)	\$2,000.00			
Expenditures for Housing Relocation & Stabilization Services - Services (GCD00583)	\$8,705.00			
Essential Services (GCD00587)	\$10,000.00			
Operations (GCD00588)	\$26,952.00			
Contract total	\$48,952.00			
Match Requirement Table				
ESG Match Activity	Required Match	Match Amount/MO.	Accumulative Match to Date	Source
Other Non-ESG HUD Funds	\$0.00			
Other Federal Funds	\$0.00			
State Government	\$0.00			
Local Government	\$0.00			
Private Funds	\$0.00			
Other	\$0.00			
Fees	\$0.00			
Program Income	\$0.00			
100% Match Requirement	\$48,952.00			
<i>*Administration not to be included in Match Calculation</i>				
Total Requested				

Awardee:

By signing this report, I certify to the best of my knowledge, belief that the report is true, complete, and accurate, the expenditures, disbursements and cash receipts are for the purposes, and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Prepared by: _____

Reviewed by: _____

Date _____

Date _____

Pima County Reviewer _____

Date _____