



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

Award Contract Grant

Requested Board Meeting Date: 12/12/2017

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Kathryn Kellner dba Kellner Studio

***Project Title/Description:**

Presenation Skills & Communication Strategies Consultant

***Purpose:**

Will be providing presentation skills and communication strategy professional services for the County Attorney's Office.

***Procurement Method:**

Direct Select D29.6

***Program Goals/Predicted Outcomes:**

Under general direction from the County Attorney and work through the Chief Deputies, work in close collaboration with Deputy County Attorneys to deliver performance based training for prosecutors. Concentration will be on improving and enhancing attorney litigation skills by providing the communication tools and techniques that: 1) delivering effective and persuasive opening and closing statements, 2) the ability to communicate complex legal arguments in an appropriate and understandable manner, 3) relationship building with witnesses, and 4) enhancing credibility before jurors. Also be available to administrative professionals and attorney and support staff supervisors for the purpose of improving the quality of public and office presentations and oral communication by delivering training and providing consultation in skills, tools and techniques and enhance the individual's ability to present and clearly articulate their message; lead and mentor their terms in effective verbal and non-verbal communication and improve teams abilities to effectively communicate.

***Public Benefit:**

Public will benefit from a higher skilled work force that is dedicated to Protecting Public Safety through enhanced prosecution and comprehensive Civil Legal Services.

***Metrics Available to Measure Performance:**

Pima County Attorney's Office will be reviewing and approving invoices to monitor services provided under this agreement required to meet the needs of the projects.

***Retroactive:**

No.

To: COB. 11-20-17
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Contract / Award 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) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? Yes No

***Is the Contract to a vendor or subrecipient?**

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment / Revised Award Information

Document Type: CT Department Code: PCA Contract Number (i.e., 15-123): 15-141

Amendment No.: 03 AMS Version No.: 11

Effective Date: 01/01/2018 New Termination Date: 12/31/2018

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 30,000.00

Is there revenue included? Yes No If Yes \$ _____

***Funding Source(s) required:** RICO

Funding from General Fund? Yes No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Amendment Number: _____

Match Amount: \$ _____ Revenue Amount: \$ _____

***All Funding Source(s) required:**

*Match funding from General Fund? Yes No If Yes \$ _____ % _____

*Match funding from other sources? Yes No If Yes \$ _____ % _____

*Funding Source: _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Rozana Villanes

Department: Pima County Attorney's Office

Telephone: 724-5631

Department Director Signature/Date: [Signature] 11/15/17

Deputy County Administrator Signature/Date: [Signature]

County Administrator Signature/Date: [Signature] 11/16/17
(Required for Board Agenda/Addendum Items)

Pima County Attorney's Office

Project: Presentation Skills & Communication Strategies Consultant

**Contractor: Kathryn Kellner dba Kellner Studio
3736 N. Jackson
Tucson, AZ 85719**

Contract No.: CT-PCA-15-141

Contract Amendment No.: Three (#03)

CONTRACT
NO. <u>CT-PCA-15-141</u>
AMENDMENT NO. <u>03</u>
<small>This number must appear on all invoices, correspondence and documents pertaining to this contract.</small>

(STAMP HERE)

Orig. Contract Term: 09/01/2014 - 08/31/2015
Termination Date Prior Amendment: 12/31/17
Termination Date This Amendment: 12/31/18

Orig. Amount: \$ 50,000.00
Prior Amendments Amount: \$ 35,000.00
This Amendment Amount: \$ 30,000.00
Revised Total Amount: \$115,000.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

- 1. Term.** The Contract terminates on December 31, 2018.
- 2. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section Article III, is increased by \$30,000. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$115,000.00

The effective date of this Amendment is January 01, 2018.

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

PIMA COUNTY

Chair, Board of Supervisors


Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



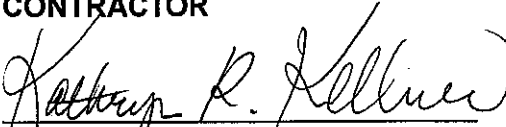
Deputy County Attorney

Tobin Rosen
Print DCA Name

11/15/17

Date

CONTRACTOR




Authorized Officer Signature

KATHRYN R. KEENER
Printed Name and Title

11/15/17

Date

APPROVED AS TO CONTENT



Department Head

11/15/17

Date