



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: December 4, 2018

** = Mandatory, Information must be provided*

or Procurement Director Award ☐

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

Green Valley Community Coordinating Council, Inc. (DBA Green Valley Council)

***Project Title/Description:**

Green Valley Council Services

***Purpose:**

The Board approved initial contract on January 5, 2016 with the potential of up to four renewals with annual review. This amendment is for one year with additional \$75,000 funding. The cost will be shared between six departments as follows:

\$22,500 Transportation Director's Office Administration Fund 2000, Unit 2850
\$15,000 Regional Wastewater Reclamation Director's Office, Oper & Maint Fund 5008, Unit 1187
\$11,250 Department of Environmental Quality Monitoring General Fund 2043, Unit 0303
\$11,250 Health Department Fund 2002, Unit 2933
\$ 7,500 Development Services Enterprise Fund 5004, Unit 0245
\$ 7,500 Regional Flood Control District Tax Levy Fund 2005, Unit 1120

Pima County benefits from GVC services by obtaining service requests through their centrally organized and managed constituent input and referral service. GVC provides assessment, analysis, coordination, evaluation and identification of issues requiring County services as noted in original contract Scope of Services.

***Procurement Method:**

Direct Select pursuant to Board Policy D29.6.C.

***Program Goals/Predicted Outcomes:**

See attached memorandum from Deputy County Administrator.

***Public Benefit:**

See attached memorandum from Deputy County Administrator.

***Metrics Available to Measure Performance:**

The County requires a monthly report that focuses on services rendered by Green Valley Council through the various committees it oversees.

***Retroactive:**

No.

*To: COB - 11-21-18
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(1)*

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**If Yes, 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: PW Contract Number (i.e., 15-123): 16*180Amendment No.: 3 AMS Version No.: 18Effective Date: 01/01/19 New Termination Date: 12/31/19

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 75,000.00Is there revenue included? ☐ Yes ☐ No If Yes \$ _____***Funding Source(s) required:** DOT Fund 2000, Unit 2850; RWRD Fund 5008, Unit 1187; DEQ General Fund 2043, Unit 0303; Health Fund 2002, Unit 2933; DSD Fund 5004, Unit 0245; RFCD Tax Levy Fund 2005, Unit 1120.Funding from General Fund? ☒ Yes ☐ No If Yes \$ 11,250.00 % 15**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: Carmine DeBonis, Jr., Deputy County Administrator for Public WorksDepartment: Public Works Administration Telephone: 520 724-8480

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____
(Required for Board Agenda/Addendum Items)



MEMORANDUM

Public Works Administration

DATE: November 19, 2018

TO: C.H. Huckelberry
County Administrator

FROM: 
Carmine DeBonis, Jr.
Deputy County Administrator

RE: **Green Valley Council General Services Contract Renewal (Amendment 3)**

On January 5, 2016, the Board of Supervisors authorized a contract with the Green Valley Council (GVC), to have their staff and volunteers assist Pima County with the delivery of services in the Green Valley area. The Board approved the contract with up to four annual amendments. The third year of the amended contract expires December 31, 2018. Services provided during calendar year 2018 included screening and prioritization of service requests; assessment of appropriate departmental jurisdiction for such service requests; organization of citizen input on policy matters and service delivery assessments; and, consistent feedback relative to timeliness and quality of service delivery.

Six county departments will contribute in this shared \$75,000 annual contract as follows:

\$22,500	Transportation Director's Office Administration Fund 2000, Unit 2850
\$15,000	Regional Wastewater Reclamation Director's Office, Operations and Maintenance Fund 5008, Unit 1187
\$11,250	Department of Environmental Quality Monitoring General Fund 2043, Unit 0303
\$11,250	Health Department Fund 2002, Unit 2933
\$ 7,500	Development Services Enterprise Fund 5004, Unit 0245
\$ 7,500	Regional Flood Control District Tax Levy Fund 2005, Unit 1120

These county departments benefitted from the Green Valley Council contracted services by obtaining requests for their services through a centrally organized and managed constituent input and referral service. The current allocation of cost shares from these departments continues to be appropriate for calendar year 2019.

The GVC provides monthly reports describing services rendered through various committees, effectively detailing the level of effort expended by staff and volunteers in fulfilling their contractual obligations.

Recommendation:

The original contract provided for an annual review of up to four additional one-year terms if performance is satisfactory.

I recommend the Board of Supervisors approve the Green Valley Services contract renewal with a term of January 1, 2019 through December 31, 2019 for \$75,000. Contract renewals, allowed by the original contract for up to four one-year periods, shall be submitted for Board review and approval.

Attachment

**Pima County Department of Public Works
Administration**

Project: Green Valley Council Services

**Contractor: Green Valley Community
Coordinating Council, Inc. (DBA Green Valley
Council), 555 N. La Canada Drive, Suite 117,
Green Valley, AZ 85614**

Contract No.: CT-PW-16000000000000000180

Contract Amendment No.: Three (#03)

CONTRACT
NO. <u>CT-PW-16-180</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: 01/01/16 – 12/31/16	Orig. Amount:	\$ 75,000.00
Termination Date Prior Amendment: 12/31/18	Prior Amendments Amount:	\$150,000.00
Termination Date This Amendment: 12/31/19	This Amendment Amount:	\$ 75,000.00
	Revised Total Amount:	\$300,000.00

CONTRACT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On January 5, 2016, County and Contractor entered into the above referenced agreement to provide Green Valley Council (GVC) Services.

1.2. Purpose. The County requires the continuation of services provided by GVC staff and volunteers. GVC assists the County with the timeliness and quality of service delivery by screening, prioritizing, and assessing appropriate county departmental jurisdiction for service requests in the Green Valley area.

2. Term. The Contract is extended to December 31, 2019.

3. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in Article III-Payment, will remain at \$75,000 per year, for a total of \$300,000 through the term extended by this Amendment.

The effective date of this Amendment is January 1, 2019.

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

PIMA COUNTY

CONTRACTOR

Chairman, Board of Supervisors

Authorized Officer Signature
Green Valley Council

Date

Printed Name and Title

Date

ATTEST

Clerk of the Board


Date

APPROVED AS TO FORM



Deputy County Attorney

APPROVED AS TO CONTENT



Deputy County Administrator
Pima County Public Works

KELL OLSON

Print DCA Name

11/19/18

Date

11/20/18

Date

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

PIMA COUNTY

Chairman, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Deputy County Attorney

KELL OLSON

Print DCA Name

Date

CONTRACTOR

Authorized Officer Signature
Green Valley Council

DONALD G. WEAVER President

Printed Name and Title

Date

APPROVED AS TO CONTENT

Deputy County Administrator
Pima County Public Works

Date