



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: March 5, 2019

*** = Mandatory, information must be provided**

or Procurement Director Award ☐

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

The Center for Life Skills Development, LLC

***Project Title/Description:**

Behavioral Health Counseling Services. The original contract and amendment may be found under CT-17-314. Search for contract number 17%314 in eContracts.

***Purpose:**

The Center for Life Skills Development, LLC will provide behavioral health counseling to address a variety of barriers to work. The amendment is to increase funds and extend the term date for another year allowing for behavioral health counseling services to be available to eligible participants.

Attachment: Contract Number CT-CS-17-314 (Amendment 2)

***Procurement Method:**

RFP-CSET-BHC -2017-04 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

The Center for Life Skills Development, LLC, a subrecipient, will help referred ARIZONA@WORK participants identify and address a variety of barriers to work, including anxiety, depression, anger, low self-esteem, addiction, resistance to authority, and parenting difficulties to aid in employment success.

***Public Benefit:**

This service 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:**

Reports on participant's treatment will be written within three business days of participant's last session.

***Retroactive:**

No.

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: CS Contract Number (i.e., 15-123): 17-314Amendment No.: 02 AMS Version No.: 12Effective Date: 4/1/19 New Termination Date: 3/31/20

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 5,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** U.S. Department of Labor Innovation and Opportunity Act, Arizona Department of Economic Security (ADES) and Pima County General FundsFunding from General Fund? ☒ Yes ☐ No If Yes \$ 1,000.00 % _____**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: Rise HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: [Signature] 2-8-19Deputy County Administrator Signature/Date: [Signature] 2/12/2019County Administrator Signature/Date: [Signature] 2/12/19
(Required for Board Agenda/Addendum Items)

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

Program Name: Behavioral Health Counseling Services
 Awardee: The Center for Life Skills Development, L.L.C.
 2001 W. Orange Grove Rd., Ste. 612
 Tucson, AZ 85704
 DUNS: 050552475
 SAM Registration Date: 7/10/18
 Contract No: CT-CS-17-314
 Amendment No: 02 (Effective 4/1/19)
 Funding: U.S. Department of Labor Workforce (DOL)
 Innovation and Opportunity Act (WIOA),
 Arizona Department of Economic Security
 (ADES) and Pima County General Funds

Is this a Research and Development Contract: No

Awardee is a X Subrecipient Contractor

Match NO Indirect Costs NO

Grant ID/Contract Number	Award Date	CFDA	Program Description	National Funding	Pima County Award
DI16-002120	2018	17.258	WIOA-Adult	\$776,736,000.00	\$2,023,077.00
DI16-002120	2018	17.278	WIOA-Dislocated Worker	\$1,015,530,000.00	\$3,232,942.00
DI16-002120	2018	17.259	WIOA-Youth	\$831,842,000.00	\$2,164,290.00

Original Contract Term:	04/01/17 – 03/31/18	Orig. Contract Amount:	\$5,000.00
Term Prior Amendment:	03/31/19	Prior Amended Amount:	\$5,000.00
Term This Amendment	03/31/20	Amount This Amendment:	\$5,000.00
		Revised Contract Amount:	\$15,000.00

Pima County, a body politic and corporate of the State of Arizona ("County") and The Center for Life Skills Development, L.L.C., a corporation registered to do business in the State of Arizona ("Awardee") have entered into the above-referenced contract to provide behavioral health counseling services.

AMENDMENT TWO

- A. County, as Grantee, received federal Workforce Innovation and Opportunity Act, Pub.L.113-128 ("WIOA") grant funds for the operation of the Pima County ARIZONA@WORK Career Center System Workforce Program. The WIOA grant ends June 30, 2020.

- B. The Pima County Board of Supervisors finds that extending this Contract to provide behavioral health counseling services to eligible individuals is in the best interests of the residents of Pima County.
- C. County has reviewed Awardee's performance of the services and finds it satisfactory.
- D. Parties agree to extend this Contract for the provision of services from April 1, 2019 through March 31, 2020.

NOW, THEREFORE, County and Awardee agree to amend the Contract as follows:

1. SECTION 1.0 – TERMS AND EXTENSIONS, paragraph 1.1 is amended as follows:

1.1 The termination date is changed:

FROM: March 31, 2019

TO: March 31, 2020

1.2 The number of available renewals is changed:

FROM: three (3) additional years or any portion thereof

TO: two (2) additional years or any portion thereof

2. SECTION 3.0 – COMPENSATION AND PAYMENT is amended as follows:

2.1 Paragraph 3.1 is amended to increase "the Maximum Allocated Amount" and replace the table as follows:

FROM: \$10,000.00

TO: \$15,000.00

Funding Source	April 1, 2017 – March 31, 2018	April 1, 2018 – March 31, 2019	April 1, 2019 – March 31, 2020	Maximum Amount Allocated
U.S. Dept. of Labor/AZ Dept. of Economic Security	\$4,000.00	\$4,000.00	\$4,000.00	\$12,000.00
Pima County General Funds	\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00
Allocated Amount	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00

2.2 Paragraph 3.13 is deleted in its entirety and replaced with the following:

3.13 Changes between budget line items. Changes between budget line items of no more than 15% may be granted by and at the sole discretion of the Director of Community Services Employment and Training ("CSET") or designee. The following provisions apply:

3.13.1 The change may not increase or decrease the maximum allocated amount.

3.13.2 Agency must submit a written request for the line item change on or before May 15 of the contract year. The written request must contain a detailed explanation of:

3.10.2.1. The reason the change is necessary; and

3.10.2.2. How the specified purpose, program(s), metrics, or outcomes set forth in this Agreement will continue to be met, despite the requested change.

3.13.3 The change must be for future expenditures that are not part of the current existing and approved budget(s). The change may not be to cover unbudgeted expenditures incurred by Agency prior to submitting the written request for a budget line item change.

3.13.4 If the Director of CSET or designee approves the request for the budget line item change, the change will not be effective, nor will compensation under the change be provided, until the date set forth in the written approval.

2.3 **Paragraph 3.17** is added to read:

3.17 Any change that increases or decreases the maximum allocated amount or that changes the Scope of Work in any way will require a contract amendment. Such change will not be effective, nor will compensation under the change be provided, until the contract amendment is fully executed by both parties.

2.4 **Paragraph 3.18** is added to read:

3.18 Goods and services provided in excess of the budgeted line item or the maximum allocated amount without prior authorization as set forth in paragraphs 3.13 and 3.17 above will be at Agency's own risk.

3. **Section 32.0 – ISRAEL BOYCOTT CERTIFICATION** is deleted in its entirety. The remaining Section is *renumbered to conform*.

All 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:

Chairman, Pima County Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney

AWARDEE:

Authorized Signature

Printed Name & Title

Date: 2/5/19