



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: April 2, 2019

* = Mandatory, information must be provided

or Procurement Director Award

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

Altar Valley School District

***Project Title/Description:**

Youth Services - Short-term work experience and basic skills training. The Contract can be found in OnBase by searching Contracts 18*289 in Doc_ID_AMS.

***Purpose:**

This agreement with Altar Valley School District is for workforce services in the Robles Junction rural area of Pima County to prepare eligible youth for the workforce, ensuring they have the skills needed to successfully obtain and retain employment and, if applicable, to encourage them to stay in or return to school. The amendment is to increase funds and extend the term for another year.

Attachment: Contract Number CT-CS-18-289 (Amendment 1)

***Procurement Method:**

RFP-CSET-YSY-2016-02 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

The school's goal is to serve up to 35 youth in the Work Experience Program and Academic Instruction.

The predicted outcomes are:

32 participants will successfully complete at least 90% of work and education hours;

Each Participant will gain one-half grade level; and

Each Participant will attain at least 80% proficiency in the work readiness skills.

***Public Benefit:**

This agreement 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:**

The school will provide reports on enrollment/attendance records, completion results, outcome of the pre- and -post testing for work readiness, participant's worksite agreements, and completed Skill Attainment records.

***Retroactive:**

No.

*To: CUB 2-25-19
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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

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): 18-289

Amendment No.: 1 AMS Version No.: 9

Effective Date: 5/15/19 New Termination Date: 5/14/20

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ 66,316.51

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

***Funding Source(s) required:** Pima County General Funds

Funding from General Fund? Yes No If Yes \$ _____ % 100

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 Hart

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: [Signature] 2-20-19

Deputy County Administrator Signature/Date: [Signature] 2-22-19

County Administrator Signature/Date: [Signature] 2/22/19

(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY SERVICES, EMPLOYMENT AND TRAINING DEPARTMENT PROFESSIONAL SERVICES CONTRACT	
Program Name:	Youth Services – Short-term work experience and basic skills training
District:	Altar Valley School District HC 01 Box 130 Tucson, AZ 85736
DUNS:	621329614
Contract No:	CT-CS-18-289
Amendment No:	01
Funding:	Pima County General Funds

Original Contract Term:	05/15/18 – 05/14/19	Original Contract Amount:	\$64,618.84
Term prior Amendments:	N/A	Amount prior Amendments:	-0-
Term this Amendment:	05/14/20	Amount this Amendment:	\$66,316.51
		Revised Contract Amount:	\$130,935.35

This Agreement is made by and between Pima County (“County”), a body politic and corporate of the State of Arizona, and Altar Valley School District (“District”), a taxing district of the State of Arizona.

AMENDMENT ONE

RECITALS

- A. County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop).
- B. County and District entered into the above-referenced agreement for the provision of workforce development services for youth.
- C. The Pima County Board of Supervisors finds that that extending this Contract will improve employment opportunities for Pima County’s youth and is in the best interests of the residents of Pima County.
- D. County has reviewed Awardee’s performance of the services and finds it satisfactory.

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

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

1.1 **Paragraph 1.1** is amendment to change the termination date:

FROM: May 14, 2019
TO: May 14, 2020

1.2 **Paragraph 1.2**, the number of available extension options is decreased:

FROM: two (2) additional years or any portion thereof
TO: one (1) additional year 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":

FROM: \$ 64,618.84

TO: \$130,935.35

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 3.16 is added to read:

3.16. 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 3.17 is added to read:

3.17. 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 3.16 above will be at Agency's own risk.

3. SECTION 30.0 – ISRAEL BOYCOTT CERTIFICATION is deleted in its entirety and the remaining Section is *renumbered to conform*.

4. EXHIBIT A – SCOPE OF WORK, is amended as follows:

4.1 SECTION 7.0 – OUTCOMES, Paragraph 7.1, the table is deleted in its entirety and replaced with the following:

Program	Youth Participants			
	2018-2019		2019-2020	
	Served	Completed	Served	Completed
STWX+BE	35	32	35	33

4.2 **SECTION 8.0 – REPORTING**, is amended to change the reporting date:

FROM: September 15, 2018

TO: September 15, 2019

4.3 **SECTION 9.0 – BUDGET**, Paragraph 9.1, the table is deleted in its entirety and replaced with the following:

Budget Line Item	Amount allocated for May 15, 2018 through August 31, 2018	Amount allocated for May 15, 2019 through August 31, 2019
Salary and Fringe (No overtime)	\$20,755.98	\$21,171.10
Staff Development	-0-	-0-
Travel	\$2,274.60	\$2,320.09
Equipment	-0-	-0-
Supplies	-0-	-0-
Space	\$1,530.00	\$1,560.60
Communication	-0-	-0-
Other Operating	\$2,573.26	\$2,624.72
Subtotal	\$27,133.84	\$27,676.51
STWX+BE participant payments (Hourly stipend and wage + 10% fringe)	\$37,485.00	\$38,640.00
TOTAL	\$64,618.84	\$66,316.51

All other provisions of the Contract not expressly modified in this Amendment will remain in effect and be binding on the parties.

This amendment is effective on May 15, 2019.

SIGNATURES ON FOLLOWING PAGE

