



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: May 7, 2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Nancy Chow

***Project Title/Description:**

Academic tutoring services for Pima Vocational High School (PVHS) Students. The contract and amendment can be found in On Base by searching Contract and Amendments CT- CS -16-408 in Doc_ID_AMS.

***Purpose:**

Contractor will provide one-to-one tutoring in writing and language arts to formerly out-of-school youth who must successfully complete the courses of study required by the state to earn a high school diploma, qualify for future employment and training, and post-secondary college entry. Amendment (3) reason: one year extension to include SY 2019 - 2020.

Attachment: Contract Number CT-CS-16-408 (Amendment 3)

***Procurement Method:**

RFP-CSET-PVHS-ATIS-2016-2017-05 per Pima County Board of Supervisors Policy D29.6 Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

One-to-one tutored students will improve their academic skills to pass writing and language arts high school classes, demonstrate proficiency on state standardized tests, and progress toward a high school diploma.

***Public Benefit:**

Formerly out-of-school youth, who reside within Pima County, will complete their high school education, improve skills needed to obtain a sustainable job, and continue on to post-secondary employment and career training to improve their quality of life.

***Metrics Available to Measure Performance:**

The Program Coordinator at Pima Vocational High School, who will review student academic improvement as measured by weekly comprehension checks, course final exams, and state standardized tests results, will evaluate the tutor.

***Retroactive:**

NO

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To: COB - 4.26.19

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(11)

Adrian Lora

Procure Dept 04/26/19 09:30

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): CT-CS-16-408Amendment No.: Three (3) AMS Version No.: 11Effective Date: July 1, 2019 New Termination Date: June 30, 2020

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 35,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** State Equalization fundFunding 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: Cecilia NoperiDepartment: Community Services Employment & Training Telephone: 724-9409Department Director Signature/Date: [Signature] 4-19-19Deputy County Administrator Signature/Date: [Signature] 4/25/19County Administrator Signature/Date: [Signature] 4/26/19
(Required for Board Agenda/Addendum Items)

**Pima County Department of Community Services, Employment and Training
Pima Vocational High School**

Project: Academic tutoring services

Contractor: Nancy Chow
5001 N. Sunriver Circle, #33
Tucson, AZ 85704

Contract No.: CT-CS-16*408

Contract Amendment No.: Three (3)

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$35,000.00
Termination Date Prior Amendment	06/30/19	Prior Amendments Amount	\$70,000.00
Term This Amendment	07/01/19 – 06/30/20	Amount This Amendment:	\$35,000.00
		Revised Contract Amount:	\$140,000.00

PROFESSIONAL SERVICE CONTRACT – AMENDMENT NO. THREE (3)

1. Background and Purpose.

- 1.1. Background. On June 24, 2016, County and Contractor entered into the above-referenced contract for the provision of academic tutoring services to students at Pima Vocational High School (“PVHS”).
- 1.2. Purpose. Continued provision of one-on-one academic tutoring in writing and language arts during 2019-2020 is in the best interests of PVHS students and the residents of Pima County. County has received state equalization funds for academic tutoring at PVHS.

2. Section 1 – Term and Extension/Renewal Changes, paragraph 1.1 is amended as follows:

- 2.1. The termination date is changed:

FROM: June 30, 2019

TO: June 30, 2020

- 2.2. The number of available renewals is changed:

FROM: two (2) additional one-year periods or any portion thereof

TO: one (1) additional one-year period or any portion thereof

3. **Section 3 – Compensation and Payment, paragraph 3.1, the table is deleted in its entirety and replaced with the following:**

Contract Year	Allocated Amount
2016-2017	\$ 35,000.00
2017-2018	\$ 35,000.00
2018-2019	\$ 35,000.00
2019-2020	\$ 35,000.00
TOTAL	\$140,000.00

4. **Section 16 – Notice, paragraph 16.2** is amended to change the County's contact name:

FROM: Charles Casey, Director

TO: Arnold Palacios, Director

5. **Section 26 – Israel Boycott Certification** is deleted in its entirety.

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

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

PIMA COUNTY

CONTRACTOR

Chairman, Board of Supervisors

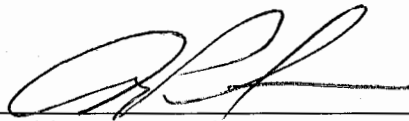
Date: _____

ATTEST:

Clerk of the Board

Date: _____

APPROVED AS TO CONTENT:



Arnold Palacios, Director Date
Community Services, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney