



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: May 7th, 2019

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Christine Nybakken dba Nybakken Group L.L.C.

**\*Project Title/Description:**

Special Education and Youth Development support. This contract can be found in On Base by searching Contract CT-CS-18\*376 in Doc\_ID\_AMS.

**\*Purpose:**

Contractor will observe and assess students in classrooms or in group settings to determine whether special education, English Learner (EL), and/or other support services may be necessary, and if so, determine the specific services required. Contractor shall ensure that any necessary referrals are made. Amendment (1) reason: one year extension to include SY 2019 - 2020.

Attachment: Contract Number CT-CS-18\*376 (Amendment 01)

**\*Procurement Method:**

RFP-CSET-PVHS-2018-03 per Pima County Board of Supervisors Policy D29.6 Selection and Contracting of Professional Services.

**\*Program Goals/Predicted Outcomes:**

Contractor will assist Pima Vocational High School in meeting all federal and state requirements for providing exceptional services to youth who qualify for special education, EL, and/or other support services.

**\*Public Benefit:**

By providing all students that attend Pima Vocational High School a quality education at their individual academic levels, students who reside in Pima County will benefit by being able to complete the state requirements for an accredited high school diploma.

**\*Metrics Available to Measure Performance:**

The modification of lessons for such students that will accommodate curricula successfully without compromising mastery of required academic standards.

**\*Retroactive:**

NO

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(1)  
Addendum

**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-18\*376Amendment No.: One (1) AMS Version No.: 2Effective Date: July 1, 2019 New Termination Date: June 30, 2020

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 30,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_**\*Funding Source(s) required:** State Equalization and IDEA.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: Vanessa MendozaDepartment: Community Services Employment and Training Telephone: 724-9400Department Director Signature/Date: [Signature] 5-2-19Deputy County Administrator Signature/Date: [Signature] 5-2-19County Administrator Signature/Date: [Signature] 5/2/19  
(Required for Board Agenda/Addendum Items)

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

**Project:** Special Education and Youth Development Support

**Contractor:** Nybakken Group, L.L.C.  
9647 E. 5<sup>th</sup> Avenue, # 306  
Denver, CO 80230

**Contract No.:** CT-CS-18\*376

**Contract Amendment No.:** One (1)

Original Contract Term:	07/01/18 – 06/30/19	Orig. Contract Amount:	\$30,000.00
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	N/A
Term This Amendment:	07/01/19 – 06/30/20	Amount This Amendment:	\$30,000.00
		Revised Contract Amount:	\$60,000.00

**PROFESSIONAL SERVICE CONTRACT – AMENDMENT NO. ONE (1)**

**1. Background and Purpose.**

- 1.1. Background. On June 29, 2018, County and Contractor entered into the above-referenced contract for the provision of services to determine exceptional service needs of students at Pima Vocational High School (“PVHS”) and provide teacher support and training.
- 1.2. Purpose. Continued provision of special education services during 2019-2020 is in the best interests of PVHS students and the residents of Pima County.
2. **Section 2 – Term.** Pursuant to paragraph 2.2, County exercises the first of four (4) extension options. This Contract will terminate on June, 30, 2020.
3. **Section 5 – Compensation and Payment.** Pursuant to paragraph 5.2 – Maximum Payment Amount, the NTE Amount is \$30,000.00 for the 2019-2020 contract year. Total payments to Contractor under this contract, including any sales taxes, will not exceed \$60,000.00.
4. **Section 18 – Notice** is amended to change the County’s contact name:

FROM: Charles Casey, Director

TO: Arnold Palacios, Director

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5. **Section 25 – Israel Boycott Certification** is deleted in its entirety and *the remaining section is renumbered to conform.*

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

\_\_\_\_\_  
Christine Nybakken

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of the Board

Date: \_\_\_\_\_

APPROVED AS TO CONTENT:

 5-2-19  
Arnold Palacios, Director Date  
Community Services, Employment & Training

APPROVED AS TO FORM:

 \_\_\_\_\_  
Karen S. Friar, Deputy County Attorney

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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**

\_\_\_\_\_  
Chairman, Board of Supervisors

Date: \_\_\_\_\_

**CONTRACTOR**

Christine Nybakken  
Christine Nybakken

Date: 5/2/19

**ATTEST:**

\_\_\_\_\_  
Clerk of the Board

Date: \_\_\_\_\_

**APPROVED AS TO CONTENT:**

Arnold Palacios 5-2-19  
Arnold Palacios, Director Date  
Community Services, Employment & Training

**APPROVED AS TO FORM:**

Karen S. Friar  
Karen S. Friar, Deputy County Attorney