



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: May 21, 2019

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

or Procurement Director Award ☐

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

Catholic Community Services of Southern Arizona, Inc. dba Pio Decimo Center

***Project Title/Description:**

Workforce Development Services for youth. The contract and amendments can be found in OnBase by searching Contracts 17*381 in Doc_ID_AMS.

***Purpose:**

Contractor coordinates the development of the summer youth recruitment pool, development of selection lists for County and agency site placements, arrangement of employability skills training for participants; maintenance of ongoing enrollment; as well as provides support for other youth workforce programs in the fall and winter. The amendment is to extend the contract for one year and increase funding.

Attachment: Contract Number CT-CS-17-381 (Amendment 2)

***Procurement Method:**

RFP No. CSET-WFS-2016-06 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Contractor will recruit up to 4,000 youth for year-round program activities, match up to 1,200 youth in the summer program activities and recruit up to 50 worksites for youth during the school year.

***Public Benefit:**

This program provides income for low-income youth and provides youth with resume building work experience.

***Metrics Available to Measure Performance:**

Monthly reports: Number of youth served, completed, exited, placed in a job and average wage of placement.

***Retroactive:**

No.

*To: DOB - 5-1-19
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(11)*

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): 17-381Amendment No.: 2 AMS Version No.: 7Effective Date: 7/1/19 New Termination Date: 6/30/20

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 63,299.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** Pima County General FundsFunding 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 HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: [Signature] 4-19-19Deputy County Administrator Signature/Date: [Signature] 4/22/2019County Administrator Signature/Date: [Signature] 4/22/19
(Required for Board Agenda/Addendum Items)

Pima County Department of Community Services, Employment and Training

Project: Workforce Development Services

Contractor: Catholic Community Services of Southern Arizona, Inc. ("CCS") dba Pio Decimo Center	
CCS	Pio Decimo Center
Administrative Office	848 S 7 th Avenue
140 W. Speedway Blvd, #230	Tucson, AZ 85701
Tucson, AZ 85705-6534	

Contract No: CT-CS-17*381

Contract Amendment No: 02

Original Contract Term:	07/01/17 – 06/30/18	Orig. Contract Amount:	\$57,545.00
Term Prior Amendment:	06/30/19	Prior Amended Amount:	\$58,695.90
Term This Amendment	06/30/20	Amount This Amendment:	\$63,299.00
		Revised Contract Amount:	\$179,539.90

Pima County ("County"), a body politic and corporate of the State of Arizona, and Catholic Community Services of Southern Arizona, Inc. dba Pio Decimo Center ("Contractor") have entered into the above-referenced contract to provide workforce development services for youth.

AMENDMENT TWO

RECITALS

- A. County operates a workforce development program at ARIZONA@WORK (an American Job Center formerly the Pima County One Stop).
- B. Pursuant to A.R.S. § 11-254.04, County may appropriate and spend public monies for and in connection with activities that the County Board of Supervisors finds and determines will assist in the creation or retention of jobs or will otherwise improve or enhance the economic welfare of County inhabitants.
- C. The Pima County Board of Supervisors finds that extending this Contract will improve employment opportunities for Pima County 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 Contractor 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: June 30, 2019

TO: June 30, 2020

1.2 The number of available renewals is changed:

FROM: two (2) additional periods of up to one (1) year each

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: \$116,240.90
- TO: \$179,539.90
- 2.2 **Paragraph 3.12** is deleted in its entirety and replaced with the following:
- 3.12 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:
- 3.12.1. The change may not increase or decrease the maximum allocated amount.
- 3.12.2. 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:
- 3.12.2.1. The reason the change is necessary; and
- 3.12.2.2. How the specified purpose, program(s), metrics, or outcomes set forth in this Agreement will continue to be met, despite the requested change.
- 3.12.3 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 approval of the written request for a budget line item change.
- 3.12.4. 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 3.14** is added to read:
- 3.14. 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 3.15** is added to read:
- 3.15. Goods and services provided in excess of the budgeted line item or the maximum allocated amount without prior authorization as set forth in paragraphs 3.12 and 3.14 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*.

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4. **EXHIBIT A – SCOPE OF WORK, SECTION 7.0 – BUDGET**, paragraph 7.1, the table is deleted in its entirety and replaced with the following:

Budget Line Item	Amount allocated for July 1, 2017 through June 30, 2018	Amount allocated for July 1, 2018 through June 30, 2019	Amount allocated for July 1, 2019 through June 30, 2020
Salary and ERE (No overtime)	\$47,615.00	\$48,567.30	\$52,976.00
Staff Development	-0-	-0-	-0-
Travel	\$408.00	\$416.16	\$416.00
Communications	-0-	-0-	-0-
Other operating expenses	\$9,522.00	\$9,712.44	\$9,907.00
TOTAL	\$57,545.00	\$58,695.90	\$63,299.00

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 July 1, 2019.

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:

Contractor:

Chairman, Pima County Board of Supervisors


Authorized Signature

Date: _____



Printed Name & Title

ATTEST:

Date: 4/12/19

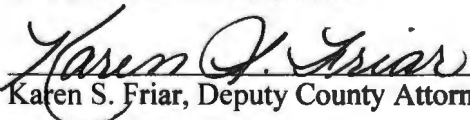
Clerk of the Board Date

APPROVED AS TO CONTENT:



Director, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney