



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 07/02/2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Town of Sahuarita

***Project Title/Description:**

Community Development Block Grant and HOME Investment Partnership Cooperative Agreement.

***Purpose:**

This tri-annual agreement, as amended, allows Town to participate in the Urban County Program with Pima County to administer and manage HUD entitlement funded programs and projects in lieu of applying for limited State of Arizona HUD resources. Agreement also allows County to program HUD funds within Town boundaries as appropriate.

***Procurement Method:**

This IGA is a non-Procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

Management and administering of available HUD resources in direct cooperation with Town. Predicted outcomes include projects and programs that directly address eligible homelessness, affordable housing, and community development activities.

***Public Benefit:**

Town's participation in Urban County Program allows respective population and demographic data to be incorporated into Pima County's formula for entitlement funding effectively increasing amount of funds available for Town and Countywide uses.

***Metrics Available to Measure Performance:**

Number of eligible persons and communities assisted with entitlement funds as reported in Pima County's Consolidated Annual Reporting & Evaluation Report to HUD.

***Retroactive:**

No

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bK

To: COB - 6-25-19
Ver. 3

Pgs - 3
(2) 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: CTN Department Code: CD Contract Number (i.e., 15-123): 16-189

Amendment No.: 02 AMS Version No.: 03

Effective Date: 7/1/2020 New Termination Date: 6/30/2023

Prior Contract No. (Synergen/CMS): _____

☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____

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

***Funding Source(s) required:** N/A

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: Joel Gastelum, Program Manager 4-6750; Dewey Cooper, Contract Specialist 4-2772

Department: Community Development & Neighborhood Conservation Telephone: 724-6767

Department Director Signature/Date: Daniel Cooper 6.12.19

Deputy County Administrator Signature/Date: Ther 6-13-2019

County Administrator Signature/Date: C. Deebay 6/13/19
(Required for Board Agenda/Addendum Items)

GRANT APPLICATION APPROVAL REQUEST

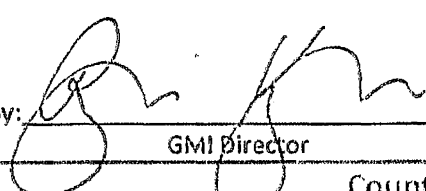

Instructions: Fill out the top section of this form completely. Contact the program Grants Management & Innovation (GMI) Lead if you require assistance (724-2240). Email your completed request to: GMI@pima.gov. Your request will be forwarded to County Administration for review. Notification of approval requests should be submitted at least 15 business days prior to the application's submission deadline (AP 5-1 Procedure).

Requesting department or entity:	CDNC	Date: 5/28/19
Contact information:	Name: Joel Gastelum	Telephone: (520) 724-6750
Funding opportunity title:	Urban County Qualification for Participation in Community Development Block Grant Program	
Link to opportunity:	https://files.hudexchange.info/resources/documents/Notice-CPD-1904-Instructions-for-Urban-C	
Funding agency:	U.S. Department of Housing and Urban Development	
Amount to be requested:	-0- (N/A)	
Due date and time:	6/18/19 or 7/2/19 BOS 5 PM	
What are you going to spend the money on?	<p>Every three years HUD requires non-entitlement incorporated jurisdictions to either join the 'Urban County Program,' i.e. Pima County, or apply for respective CDBG, ESG, and HOME funds via the State of Arizona Small Cities Program. HUD only makes available said entitlement funds to incorporated municipalities with a population over 50,000. Participation in the Urban County Program is mutually beneficial to all parties. The agreement allows the jurisdictions to administer their own CDBG projects should they desire and allows Pima County to invest HUD resources within respective municipal boundaries. The Coop agreements also allow the jurisdictions to apply directly to the County for HUD projects in lieu of competing statewide for Arizona's limited and controlled HUD resources.</p> <p><i>This document is for</i> <i>CT(N) 6% 187-3 Marana</i> <i>10% 188-3 OV</i> <i>10% 189-3 Sahavanta</i> <i>10% 190-3 South T.</i></p>	
What will be the benefit to Pima County?	<p>CDBG funding assists in the development of viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons in the region. Jurisdictional participation allows each jurisdictions' population and demographic data to be fully incorporated into the County's formula for HUD entitlement funds.</p> <p><i>Those are non-monetary fund</i> <i>IGA's w/ Marana, South T, OV, & Sahavanta</i> <i>once HUD IGA for CDBG/ESG is received</i> <i>indirect w/ to request w/ be applied as</i></p>	
Indirect costs - check one:	<input type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested: % <input type="checkbox"/> I have attached a request for waiver of indirect costs (GMI Intranet) <input checked="" type="checkbox"/> I need help understanding indirect costs	
By: <u>Daniel Gerdy</u>		Date: <u>5-28-19</u>
Department Director or Designee		

approved and approved by HUD.

GRANT COST/BENEFIT ANALYSIS

To be completed by GMI staff

CFDA No.	14.218		
Competitive Criteria:	Allocation based on a formula determined by HUD.		
Other Factors:			
Number of Awards:	Total amount to be awarded: \$ 2,900,000.00		
Match Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: _____		
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):	Revised requirements to more clearly delineate fair housing and civil rights obligations and related language that must be incorporated into agreements. Agreements must also include provision prohibiting trading CDBG funds for unrestricted local funds.		
Will this project require additional office/project space?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will this project require staff time that cannot be paid for by the grant?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will your project require any equipment items over \$5,000 per item?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the proposal use a fixed price contract?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is this project subject to Human Subjects compliance?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does this project involve subrecipients?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is there a Statutory Funding Preference from the funding agency?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Allowable Indirect Rate: _____ If Indirect is not allowed, attach documentation.			
List any other proposal or funder specific requirements:			
GMI notes & recommendations:			
<p>By:  Date: <u>5/30/19</u></p> <p>GMI Director</p>			
County Administrator Approval Request			
<p>Approved: <u>1</u> Not Approved: _____ Subject to Further Review: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If your project is subject to further review, please contact your GMI Lead to discuss necessary revisions prior to resubmission of the Grant Approval Application Request.</p>			
<p>By:  Date: <u>5/31/2019</u></p> <p>County Administrator or Designee</p>			

Pima County Community Development and Neighborhood Conservation Department

Project: Community Development Block Grant and HOME Investment Partnership Cooperative Agreement

Contractor: Town of Sahuarita
375 West Sahuarita Center Way
Sahuarita, Arizona 85629

Amount: No Cost

Contract No.: CTN-CD-16-189-02

Funding: U.S. Department of Housing and Urban Development

Term:	July 1, 2020 to June 30, 2023			
DUNS No.:	963704101			
Research or Development:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Federal Contract No.:	N/A			
Required Match:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount:	N/A	
Indirect Cost Rate:	<input type="checkbox"/> Federal	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis	<input checked="" type="checkbox"/> None
Status of Contractor:	<input type="checkbox"/> Subrecipient		<input checked="" type="checkbox"/> Contractor	

Pima County, a body politic and corporate of the State of Arizona ("County") and the Town of Sahuarita, Arizona, a municipal corporation in the State of Arizona ("Town") entered into the above-referenced Agreement to acknowledge and comply the requirements established by the U.S. Department of Housing and Urban Development ("HUD") for a Cooperative Agreement between jurisdictions of an Urban County.

AMENDMENT TWO**RECITALS**

- A. County may receive HUD Entitlements including Community Development Block Grant ("CDBG") funds from HUD under Title I of the Housing and Community Development Act of 1974, as amended (Public Law 93-383) ("the Act") and under the HOME Investment Partnership Program ("HOME") for **federal fiscal years 2020, 2021, and 2022** (County fiscal years 2021 through 2023).
- B. County is currently scheduled to requalify for Urban County program status for federal fiscal years 2020, 2021 and 2022. . As part of the requalification process, County must, prior to July 19, 2019, submit a copy of the Cooperative Agreement or an amendment to the existing Cooperative Agreement setting forth the terms and conditions of the use of CDBG, HOME and other applicable HUD funds as an Urban County.
- C. County and Town have an existing Cooperative Agreement ("IGA" or "Agreement") covering federal fiscal years 2017, 2018 and 2019.
- D. Paragraph 1.2.3 of this Agreement provides that the Agreement may be extended for additional three (3) year periods.
- E. The Parties wish to continue to operate as an Urban County and, therefore, to extend the Agreement through June 30, 2023 for the next HUD funding program cycle.

NOW THEREFORE, the parties, agree to amend the IGA as follows:

1. **SECTION 1.0 -- TERM, EXTENSIONS AND AMENDMENTS**, is amended as follows:

1.1. Paragraph 1.1 is amended:

1.1.1. To extend the term of the Agreement through June 30, 2023. :

1.1.2. The last sentence is amended to read:

This Agreement covers CDBG and HOME funding for federal fiscal years 2017 through 2022.

2. **SECTION 6.0 – COMPLIANCE WITH LAWS**, paragraph 6.3.3 is amended to read:

Lobbying to influence the outcome of any election or the award of any federal contract, grant, loan or cooperative agreement (see Federal Standard Form LLL, “Disclosure of Lobbying Activities);

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

3. **SECTION 12.0, NOTICE**, is amended to change the contact information as follows:

County:

Daniel Tylutki, Interim Director
Pima County Community Development and
Neighborhood Conservation
2797 East Ajo Way
Tucson, Arizona 85713

Town:

L. Kelly Udall, Town Manager
Town of Sahuarita
375 West Sahuarita Center Way
Sahuarita, Arizona 85629

All other provisions of the Agreement, not specifically changed by this amendment, shall remain in effect and be binding upon the parties.

The effective date of this amendment is July 1, 2020.

THIS AGREEMENT MAY BE EXECUTED IN COUNTPARTS

PIMA COUNTY

Chairman, Board of Supervisors

Date: _____

ATTEST

Clerk of the Board Date

TOWN OF SAHUARITA

Tom Murphy, Mayor

Date: 5-28-19

ATTEST

Town Clerk

5/28/19

Date



APPROVED AS TO CONTENT:

Daniel Tylutki
Director, Community Development
and Neighborhood Conservation

The foregoing amendment to the Intergovernmental Agreement between Pima County and the Town of Sahuarita has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Deputy County Attorney and the Town of Sahuarita Attorney, who have determined that it is in the proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Agreement represented by Pima County and Town of Sahuarita.

The undersigned Deputy County Attorney reaffirms the statements set forth in the "Opinion of Deputy County Attorney" attached to the original Agreement executed by Pima County on June 21, 2016.

Karen S. Friar, Deputy County Attorney

Town Attorney