



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 Oro Valley

***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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To: OVB - 6.25.19
Ver. - 3
Pgs. - 3
(2)

Revised 5/2018

Addendum Page 1 of 2

Procure Dept 06/25/19 PM12:30

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: CTN Department Code: CD Contract Number (i.e., 15-123): 16-188

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: \$ N/A

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 Tyntti 6.12.19

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

County Administrator Signature/Date: C. Schubert 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:	- @ (N/A)	
Due date and time:	6/18/19 OR 7/2/19 BOS 5PM	
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) 4% 187-3 Marana</i> <i>10% 188-3 OV</i> <i>10% 189-3 Sahuarita</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>IGAs w/ Marana, South T, OV, & Sahuarita</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:	<div style="display: flex; align-items: flex-start;"> <div style="margin-right: 10px;"> <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 type="checkbox"/> I need help understanding indirect costs </div> <div style="margin-left: 20px;"> <i>N/A</i> </div> </div>	
By: <u>Daniel Gendri</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: ☐ Yes ☒ 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?

☐ Yes ☒ No

Will this project require staff time that cannot be paid for by the grant?

☐ Yes ☒ No

Will your project require any equipment items over \$5,000 per item?

☒ Yes ☐ No

Does the proposal use a fixed price contract?

☐ Yes ☒ No

Is this project subject to Human Subjects compliance?

☐ Yes ☒ No

Does this project involve subrecipients?

☒ Yes ☐ No

Is there a Statutory Funding Preference from the funding agency?

☒ Yes ☐ No

Allowable Indirect Rate: _____ If Indirect is not allowed, attach documentation.

List any other proposal or funder specific requirements:

GMI notes & recommendations:

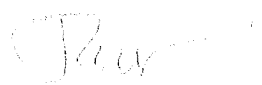
By: 
GMI Director

Date: 5/30/19

County Administrator Approval Request

Approved: ☒ Not Approved: ☐ Subject to Further Review: ☐ Yes ☐ No

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.

By: 
County Administrator or Designee

Date: 5-31-2019

Pima County Community Development and Neighborhood Conservation Department	
Project:	Community Development Block Grant and HOME Investment Partnership Cooperative Agreement
Contractor:	Town of Oro Valley 11000 North La Cañada Drive Oro Valley, Arizona 85737
Amount:	No Cost
Contract No.:	CTN-CD-16*188-02
Funding:	U.S. Department of Housing and Urban Development

Term:	July 1, 2020 to June 30, 2023			
DUNS No.:	098039373			
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 Oro Valley, Arizona, a municipal corporation in the State of Arizona ("City") 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.
- B. On September 16, 2016, County and City submitted Intergovernmental Agreement ("IGA" or "Agreement") received approval from HUD as an Urban County for receipt of Community Development Block Grant ("CDBG") and HOME Investment Partnership Program ("HOME") funds for federal fiscal years 2017, 2018 and 2019.
- C. Section 1.3 states that periodically, statutory or regulatory changes may require the Parties to amend this Agreement to add new provisions. The Parties may draft a separate amendment to this Agreement to include the new provision(s) rather than drafting a new cooperation agreement that contains the new provisions

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 to change the term of the Agreement:

FROM: July 1, 2017 through June 30, 2020

TO: July 1, 2020 through June 30, 2023

2. **SECTION 12.0, NOTICE**, is amended as follows:

Any notice required or permitted to be given under this Agreement must be in writing and must be served by delivery or by certified mail upon the other party as follows:

County:

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

Town:

Mary Jacobs, Town Manager
Town of Oro Valley
11000 North La Cañada Drive
Oro Valley, Arizona 85737

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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: _____

APPROVED AS TO CONTENT:

Daniel Cyrtz
Director, Community Development
and Neighborhood Conservation

APPROVED AS TO FORM:

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

TOWN OF ORO VALLEY

Joe Winfield
Joe Winfield, Mayor

Date: 5/17/2019

ATTEST

M. Stahl
Town Clerk

Robin Viles
City Attorney