



BOARD OF SUPERVISORS AGENDA ITEM REPORT CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: August 19, 2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Portable Practical Educational Preparation, Inc.

***Project Title/Description:**

Workforce Development Services. The contract and amendments can be found in OnBase by searching Contracts 17*010 in Doc_ID_AMS.

***Purpose:**

This amendment with subrecipient, Portable Practical Educational Preparation, Inc., is to discontinue workforce development services for youth (Work Statement 2) due to a lack of demand for their youth services. This amendment will be in effect starting September 1, 2019.

Attachment: Contract Number CT-CS-17-010 (Amendment 8)

***Procurement Method:**

RFP-CSET-WFS-2016-06 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

The program's goal is to prepare job seekers for current and projected demand occupations that offer wages that allow self-sufficiency or that have a clear career path leading to self-sufficiency.

***Public Benefit:**

This program supports Pima County's economic development by helping to develop a trained and productive labor force that meets employers' needs.

***Metrics Available to Measure Performance:**

Portable Practical Educational Preparation, Inc. will submit monthly summary reports which include the numbers of persons served, completed, exited, placed on a job, placed into Workforce Investment Board target industries, and the average wage at placement.

***Retroactive:**

No.

AUG 13 15 PM 02:44 PCC/KCF/PPD
mw

TO: COB 8-13-19 (1)

Vers.: 40

Pgs.: 3

Revised 5/2018

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:**

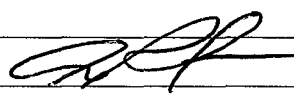
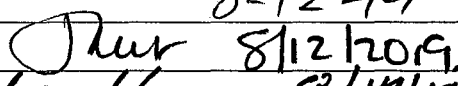
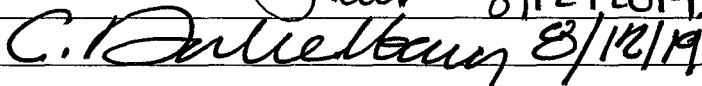
Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____
Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No
If Yes, is the Contract to a vendor or subrecipient? _____
Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.
Vendor is using a Social 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): 17-010
Amendment No.: 8 AMS Version No.: 40
Effective Date: 9/1/19 New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____
☒ Expense or ☐ Revenue ☐ Increase ☒ Decrease Amount This Amendment: \$ (96,441.75)
Is there revenue included? ☐ Yes ☒ No If Yes \$ _____
***Funding Source(s) required:** U.S. Department of Labor - Workforce Innovation and Opportunity Act and Health Profession Opportunity Grant
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: Rise Hart
Department: Community Services Telephone: 724-5723
Department Director Signature/Date:  8-12-19
Deputy County Administrator Signature/Date:  8/12/2019
County Administrator Signature/Date:  8/12/19
(Required for Board Agenda/Addendum Items)

Pima County Department of Community Services, Employment and Training Department**Project:** Workforce Development Services**Awardee:** Portable Practical Educational Preparation, Inc.
802 E. 46th Street
Tucson, AZ 85713**Contract No.:** CT-CS-17*010**Contract Amendment No.:** 08

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$603,357.00
Term Prior Amendment:	06/30/20	Prior Amended Amount:	\$1,912,172.48
Term This Amendment	06/30/20	Amount This Amendment:	<\$96,441.75>
		Revised Contract Amount:	\$2,419,087.73

DUNS No.: 092671866		SAM Registration Date: 11/5/18	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Federal or State Contract No.:		DI19-002205 PCC2015-2020	Award Date: 2019
Required Match:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount:	
Indirect Cost Rate:	<input checked="" type="checkbox"/> Federal 17.54%	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis <input type="checkbox"/> None
Status of Contractor:		<input checked="" type="checkbox"/> Subrecipient	<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
17.258	U.S. Department of Labor ("DOL")/Arizona Department of Economic Security ("ADES") Workforce Innovation and Opportunity Act ("WIOA") -Adult	\$776,736,000.00	\$2,304,238.00
17.278	WIOA- Dislocated Worker	\$1,015,530,000.00	\$4,407,748.00
17.259	WIOA-Youth	\$831,842,000.00	\$2,340,318.00
93.093	Health Profession Opportunity Grant ("HPOG")	\$58,000,000.00	\$594,493.00

AMENDMENT EIGHT

The parties agree to amend the above-referenced Contract as follows:

1. BACKGROUND AND PURPOSE.

1.1 **Background.** On June 7, 2016, Pima County ("County") and Portable Practical Educational Preparation, Inc. ("Awardee"), entered into the above-referenced contract to provide workforce development services for adult, dislocated worker and youth job seekers.

1.2 **Purpose.** County provided WIOA-Youth grant funds to Awardee to provide workforce development services for youth.

1.2.1. During contract year 2019-2020 Awardee was, under Work Statement No. 2 of Exhibit A-1, to work with up to 150 youth to develop employment plans, including identifying a

career path, assess skills, help obtain training, and, when appropriate, place a number of youth in work experience opportunities.

1.2.2. Awardee reports a lack of demand for these youth programs and has asked County to discontinue the workforce development program for youth.

1.2.3. Awardee will continue to serve youth interested in On-the-Job training program set forth in Work Statement No. 3 of Exhibit A-1.

1.2.4. County agrees that it is appropriate to revise the Contract as requested by Awardee.

2. COMPENSATION AND PAYMENT, SECTION 3.0 is amended as follows:

2.1 **Paragraph 3.1** is amended to decrease “the Maximum Allocated Amount”:

FROM: \$2,515,529.48

TO: \$2,419,087.73

2.2 **Paragraph 3.2**, the table is deleted in its entirety and replaced with the following:

Funding Source	Maximum Amount Allocated				Total Anticipated Expenditure per Funding Source
	July 1, 2016 – June 30, 2017	July 1, 2017 – June 30, 2018	July 1, 2018 – June 30, 2019	July 1, 2019 – June 30, 2020	
WIOA grant	\$654,723.00	\$594,259.00	\$636,259.00	\$509,846.73	\$2,395,087.73
Homeless Veterans' Reintegration Program	-0-	-0-	\$4,000.00	-0-	\$4,000.00
HPOG	-0-	\$8,000.00	\$8,000.00	\$4,000.00	\$20,000.00
Anticipated Allocations TOTAL	\$654,723.00	\$602,259.00	\$648,259.00	\$513,846.73	\$2,419,087.73

3. EXHIBIT A-1 – SCOPE OF WORK is amended as follows:

3.1 **PROGRAM OVERVIEW**, paragraph 1.1, the second sentence is deleted and replaced with the following:

Awardee will work with:

3.1.1. Adults and dislocated workers seeking Pima County ARIZONA@WORK services; and

3.1.2. Youth seeking on-the-job training.

3.2 **PROGRAM COMPONENTS, SECTION 3.0** is deleted in its entirety and replaced with the following:

Work Statement	Workforce Development Services	Amount			
		7/1/2016 – 6/30/2017	7/1/2017 – 6/30/2018	7/1/2018 – 6/30/2019	7/1/2019 – 6/30/2020
1	Adults and dislocated workers	\$373,535.00	\$373,483.00	\$373,483.00	\$379,072.96
2	Youth	\$136,987.00	\$114,575.00	\$114,575.00	\$19,288.75
3	On-the-job Training (OJT)	\$144,201.00	\$114,201.00	\$160,201.00	\$115,485.02

3.3 **ONE STOP WORKFORCE DEVELOPMENT SERVICES – AWARDEE** – General Requirements, paragraph 5.1 is amended to delete the table and replace with the following:

Work Statement	FTE	Title	Population Served	Location
1	Two (2)	Workforce Development Specialist (WDS)	Adults & dislocated workers	Awardee's facility
	Two (2)	WDS	Adults & dislocated workers	Rural area facilities operated by Awardee
	One (1)	Program Support Specialist – Intake	Adults & dislocated workers	ARIZONA@WORK facility
3	One (1)	OJT Specialist	Adults, dislocated workers & youth	Awardee's facility

3.4 **WORK STATEMENT NO. 2 – WORKFORCE DEVELOPMENT SERVICES FOR YOUTH** is deleted in its entirety.

This amendment is effective on September 1, 2019.

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

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:

Chairman, Pima County Board of Supervisors

Date: _____

AWARDEE:

Authorized Signature

John David Arnold CEO
Printed Name & Title

ATTEST:

Date: 8/9/19

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Director, Employment & Training

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney