



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: December 3, 2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

The Tucson Urban League, Inc.

***Project Title/Description:**

Youth - Workforce Development Services. The contract can be found in OnBase by searching Contracts 19*233 in Doc_ID_AMS.

***Purpose:**

Contractor will provide workforce services to youth to ensure attainment of skills needed to successfully obtain and retain employment and encourage, at a minimum, graduation from high school. The program will improve prospects for future employability for youth participating in the program.

Attachment: Contract Number CT-CS-19-233 (Amendment 1)

***Procurement Method:**

RFP-CSET-YSY-2016-02 per Pima County Board of Supervisors Policy D29.6 - Selection and Contracting of Professional Services.

***Program Goals/Predicted Outcomes:**

Contractor will:

- 1) Serve up to 15 youth in the Workforce Development Services Program.
- 2) Participants will successfully complete at least 95% of scheduled work hours.

Participant will increase work readiness and occupational skills as measured through pre- and post- testing and assessment of performance.

***Public Benefit:**

The benefit of the program is it 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:**

Reports on the number of youth participating in the program, outcome of pre- and post-testing, and completion results.

***Retroactive:**

No.

10: COB - 11-7-19
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(1)

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): 19-233Amendment No.: 1 AMS Version No.: 3Effective Date: 12/31/19 New Termination Date: 12/31/20

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 26,352.12Is 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 ServicesTelephone: 724-5723

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)

Pima County Department of Community Services, Employment and Training Department

Project: Youth – Workforce Development Services

Contractor: The Tucson Urban League, Inc.
2305 S. Park Ave.
Tucson, AZ 85713

Contract No.: CT-CS-19*233

Contract Amendment No.: 01

Original Contract Term:	01/01/19 – 12/31/19	Orig. Contract Amount:	\$43,560.74
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	-0-
Termination Date This Amendment:	12/31/20	This Amendment Amount:	\$26,352.12
		Revised Total Amount:	\$69,912.86

AMENDMENT ONE

1. BACKGROUND AND PURPOSE.

- 1.1. Background. On February 5, 2019, Pima County (“County”) and The Tucson Urban League, Inc. (“Contractor”), entered into the above-referenced contract to provide workforce development services to Pima County youth.
- 1.2. Purpose. County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop).
 - 1.2.1. County finds that it is in the best interests of the Pima County residents to continue to provide workforce development services to at-risk youth.
 - 1.2.2. County has reviewed Contractor’s performance of the services and finds it satisfactory.

2. TERM AND EXTENSIONS, SECTION 1.0. Pursuant to **paragraph 1.2**, County exercises the first of two (2) available Extension Options. This Agreement will terminate on **December 31, 2020**.

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

- 3.1. **Paragraph 3.1** is amended to increase “the Maximum Allocated Amount”:

FROM: \$43,560.74

TO: \$69,912.86

- 3.2. **Paragraph 3.2** is deleted in its entirety and replaced with the following:

Payments will be made from Pima County General Funds as follows:

Expenditure Period	Maximum Allocated Amount
January 1 2019 – December 21, 2019	\$43,560.74
January 1 2020 – December 21, 2020	\$26,352.12
TOTAL	\$69,912.86

3.3. **Paragraph 3.3** is deleted in its entirety and replaced with the following:

Unexpended funds allocated for a contract year will not be carried over into another contract year.

4. **ISRAEL BOYCOTT CERTIFICATION, SECTION 31.0** is deleted in its entirety and replaced with the following:

Pursuant to A.R.S. § 35-393.01, if Contractor engages in for-profit activity and has 10 or more employees, and if this Agreement has a value of \$100,000.00 or more, Contractor certifies it is not currently engaged in, and agrees for the duration of this Agreement to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.

5. **EXHIBIT A – SCOPE OF WORK** is amended as follows:

5.1. **PROGRAM ACTIVITIES – CONTRACTOR, SECTION 5.0** is amended as follows:

5.1.1. **Paragraph 5.1**, the table is deleted in its entirety and replaced with the following:

Activity	Date of Activity	Hours of Service Provided per Participant	Maximum Number of Youth Served
WEX	January 1 through May 31, 2019	120 hours of work experience	25
	January 1 through May 31, 2020	90 hours of work experience	15

5.1.2. **Paragraph 5.2.1**, the table is deleted in its entirety and replaced with the following:

FTE	Title/Responsibility		Number Served	Location
One (1)	Workforce Coordinator (“WC”)	For every twenty-five (25) WEX participants		Contractor’s facility
		For every fifteen (15) WEX participants		

5.2. **REPORTING, SECTION 8.0**. The first sentence is revised to read:

No later than June 15 of the contract year, Contractor will provide the following reports to County’s Youth Program Manager:

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

- 5.3. **BUDGET, SECTION 9.0, paragraph 9.1**, the table is deleted in its entirety and replaced with the following:

Budget Line Item	Amount Allocated	
	January 1, 2019 through May 31, 2019	January 1, 2020 through May 31, 2020
Operating Budget		
Salary and Fringe (No overtime)	\$3,871.78	\$3,949.21
Staff Development	-0-	-0-
Travel	\$111.47	\$113.70
Equipment	-0-	-0-
Supplies	\$278.31	283.87
Space	\$222.94	\$227.40
Communications	\$74.31	\$75.80
Other Operating	\$4,830.43	\$4,927.04
Total Operating Budget	\$9,389.24	\$9,577.02
Other Allocation(s)		
Work Experience for Youth	\$34,171.50	\$16,775.10
Total Other Allocation(s)	\$34,171.50	\$16,775.10
TOTAL BUDGET	\$43,560.74	\$26,352.12

This amendment is effective on December 31, 2019.

All other provisions of the Contract not expressly modified in this Amendment will remain in effect and be binding on 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

AGENCY

Chairman, Board of Supervisors

Date: _____

ATTEST:

Authorized Signatory

Printed Name & Title

Date: Oct 28, 2019

Clerk of the Board

Date

APPROVED AS TO CONTENT:

Director

Employment & Training

10-31-19
Date

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney