



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 05/19/2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

CBS Consulting Group

***Project Title/Description:**

Professional Grant Writing Services

***Purpose:**

This contract provides for professional Grant Writing Services for competitive and formula grants. Amendment #3 to extend contract for a additional year and add funding.

***Procurement Method:**

Direct Select per Board of Supervisors Policy D29.6, III-C

***Program Goals/Predicted Outcomes:**

The predicted outcomes for this contract is to continue applying for new and continuing, federal, state, and local grant funds to enhance Pima County Attorney's Office's ability to reduce crime by holding offenders accountable; supporting victims; and implementing prevention crime programs.

***Public Benefit:**

The use of grant funded money provides supplemental funding for various criminal justice programs and core services including crime prevention, criminal prosecution, and victim services, saving local tax payer dollars. Historically, the County Attorney's Office receives on average \$4 million worth of grant funding annually.

***Metrics Available to Measure Performance:**

The contractor will be paid on a quarterly basis for services provided in Exhibit A, including maintaining existing grants, prospecting and soliciting for new grants and renewing annual grant awards. The Contractor will be paid on a monthly basis for all services provided in Exhibit B which include providing competitive proposals for additional work.

***Retroactive:**

No

Procure Dept 04/30/20 PM03:05

To: COB. 5-1-20
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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 22-10.

Amendment / Revised Award Information

Document Type: CT Department Code: PCA Contract Number (i.e., 15-123): 17-323

Amendment No.: 3 AMS Version No.: 7

Effective Date: 06/30/2020 New Termination Date: 06/30/2021

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 55,000.00

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

***Funding Source(s) required:** Pima County Attorney's Office- Anti-Racketeering Fund

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: Erica Alloy

Department: Pima County Attorney's Office Telephone: 520-724-5610

Department Director Signature/Date: Dave Smith 4/22/20

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: C. R. Puckett 4/30/20

(Required for Board Agenda/Addendum Items)

Pima County Attorney Office

Project: Professional Grant Writing Services

Contractor: CBS Consulting Group

P.O.Box 1624

Green Valley, Arizona 85622

Contract No.: CT-PCA-17-323

Contract Amendment No.: [3]

Orig. Contract Term: 04/01/2017 - 06/30/2018
Termination Date Prior Amendment: 06/30/20
Termination Date This Amendment: 06/30/21

| | |
|---------------------------------|---------------------|
| Orig. Amount: | \$ 67,500.00 |
| Prior Amendments Amount: | \$ 88,000.00 |
| This Amendment Amount: | \$ 55,000.00 |
| Revised Total Amount: | \$210,500.00 |

CONTRACT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On April 01, 2017, County and Contractor entered into the above referenced agreement to provide Professional Grant Writing Services

1.2. Purpose. County is exercising the third extension option and increasing the maximum payment amount.

2. Term. The Contract terminates on June 30, 2021.

3. Maximum Payment Amount. The maximum amount the County will spend under this Contract, as set forth in Section 3 is increased by \$55,000. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$210,500.00.

4. Israel Boycott Certification. Pursuant to A.R.S. § 35-393.01, if Contractor engages in for-profit activity and has 10 or more employees, and if this Contract has a value of \$100,000.00 or more, Contractor certifies it is not currently engaged in, and agrees for the duration of this Contract 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.

The effective date of this Amendment is June 30, 2020.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties

PIMA COUNTY

Chairman, Board of Supervisors

Date

CONTRACTOR

Cheryl A. Brownstein
Authorized Officer Signature
CHERYL A. BROWNSTEIN
CBS CONSULTING GROUP, INC.
Printed Name and Title

4/27/2020
Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Stacey Roseberry
Deputy County Attorney

STACEY ROSEBERRY

Print DCA Name

4/15/2020
Date

APPROVED AS TO CONTENT

David S. Smith
Department Head

4/22/20
Date