



BOARD OF SUPERVISORS AGENDA ITEM REPORT CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: June 23, 2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Tucson Preparatory School

***Project Title/Description:**

United States Housing and Urban Development (USHUD) Continuum of Care Program (CoC) - La Casita, a Transitional Housing program for young adults experiencing homelessness in Pima County. The contract and amendments can be found in OnBase by searching Contracts CT-CR-20*416 (formerly CT-CS-16*306) in Doc_ID_AMS.

***Purpose:**

La Casita addresses the high priority gap in housing and supportive services to Tucson's homeless, unaccompanied youth and parenting young adults ages 18 to 24. La Casita focuses on skill development in four areas: educational, vocational, social, and personal living that provide program participants with an individualized and integrated program of transitional housing, education, employment assistance and job training, intensive case management, life skills training and a comprehensive support system. A focus of the program will be to address the needs of youth who have not completed a high school education.

A standardized assessment tool is used to match participants to Sullivan Jackson Employment Center (SJEC). Program participants enter transitional housing and have up to twenty-four months to achieve educational and employment goals that will lead to self-sufficiency. Tucson Preparatory School, a subrecipient, works with clients to stabilize housing and enrolls them into high school. SJEC then works with participants to help them obtain employment and become self-sufficient.

This amendment will provide additional funding for the period July 1, 2020 to June 30, 2021.

Attachment: Contract Number CT-CR 20-416 (Amendment 7)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET- 2015-6 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

This program provides transitional housing to a minimum of twenty homeless young adults ages 18-24. All participants will complete Employability Skills Training and 70% will obtain a high school diploma.

***Public Benefit:**

***Metrics Available to Measure Performance:**

The La Casita Program provides a method for homeless young adults to obtain housing, education, and employment.

***Retroactive:**

No.

To: CoB -

Ver. - 1

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Albuquerque

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Procurement Dept 06/16/20 PM 04:45
06/16/20 PM

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement 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: CR Contract Number (i.e., 15-123): 20-416
Amendment No.: 7 AMS Version No.: 1
Commencement Date: 06/30/20 7-1-20 HL New Termination Date: 06/30/21
Prior Contract No. (Synergen/CMS): CT-CS-16-306
☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 132,784.00

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

***Funding Source(s) required:** United States Housing and Urban Development (USHUD)-Continuum of Care (CoC) Program

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): _____
Commencement 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: _____ 6-10-20

Deputy County Administrator Signature/Date: _____ 15 June 2020

County Administrator Signature/Date: _____ 6/15/20

Required for Board Agenda/Addendum Items

**Pima County Department of Community Services, Employment and Training Department
SULLIVAN JACKSON EMPLOYMENT CENTER (SJEC)**

Project: United States Housing and Urban Development Continuum of Care Program – La Casita

Awardee: Tucson Preparatory School
104 E. Prince Road
Tucson, AZ 85705

Contract No.: CT-CR-20-416 (formerly CT-CS-16-306)

Contract Amendment No.: Seven (7)

Original Contract Term:	07/01/16 – 06/30/17	Orig. Contract Amount:	\$134,517.00
Term Prior Amendment:	06/30/20	Prior Amended Amount:	\$409,728.00
Term This Amendment	06/30/21	Amount This Amendment:	\$132,784.00
		Revised Contract Amount:	\$677,029.00

DUNS No.: 830086406		SAM Registration Date: 3/5/20	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Federal or State Contract No.:	AZ0032L9T011912	Award Date:	2020
Required Match:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Match Amount:	25%
Indirect Cost Rate:	<input type="checkbox"/>	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis <input checked="" type="checkbox"/> None
Status of Contractor:	<input checked="" type="checkbox"/> Subrecipient		<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
14.267	United States Housing and Urban Development (“USHUD”) Continuum of Care Homeless Program (“CoC”) – La Casita	\$1,890,000,000.00	\$204,519.00

GRANT FUNDED AGREEMENT – AMENDMENT SEVEN (7)

1. BACKGROUND AND PURPOSE.

- 1.1 Background. On June 7, 2016, Pima County (“County”) and Tucson Preparatory School (“Awardee”), entered into the above referenced contract to provide supportive services and rental assistance to the homeless in Pima County.
- 1.2 County Organization. Effective July 1, 2020:
 - 1.2.1. Pima County Community Services, Employment and Training Department and Pima County Community Development and Neighborhood Conservation Department are restructured to form the Community Resources and Workforce Development Department.
 - 1.2.2. This Agreement will be renumbered to CT-CR-20-416, but all terms and conditions remain unchanged.
 - 1.2.3. Any reference in the Agreement to Community Services; Community Services, Employment and Training Department; or CSET, will mean Community Resources and Workforce Development Department (“CRWD”).

1.3 Purpose.

- 1.3.1. The United States Housing and Urban Development (“HUD”) has awarded County, as Grantee, 2020-2021 Continuum of Care (“COC”) Program funds to County for an additional year of La Casita services to homeless youth and young adults.
- 1.3.2. The Pima County Board of Supervisors finds that it is in the best interests of the residents of Pima County to provide an additional year of La Casita services for the homeless.
- 1.3.3. County has reviewed Awardee’s performance and finds it satisfactory.
- 1.3.4. Pursuant to HUD guidelines, Awardee is a “Subrecipient” of these CoC Program funds and will conduct all activities under this Agreement accordingly.

2. **TERMS AND EXTENSIONS, SECTION 1.0.** Pursuant to **paragraph 1.1**, County is exercising the last available term extension. This Agreement will terminate on **June 30, 2021**.

3. **COMPENSATION AND PAYMENT, SECTION 3.0.** Paragraph 3.1, the table is deleted in its entirety and replaced with the following:

Contract Year	Amount allocated
2016 – 2017	\$137,973.00
2017 – 2018	\$127,744.00
2018 – 2019	\$138,464.00
2019 – 2020	\$140,064.00
2020 – 2021	\$132,784.00
Maximum Allocated Amount	\$677,029.00

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

4.1 **PROGRAM GOALS/PREDICTED OUTCOMES, SECTION 5, paragraph 5.1**, the table is deleted in its entirety and replaced with the following:

Contract Year	Minimum number of participants served
July 1, 2016 – June 30, 2017	16
July 1, 2017 – June 30, 2018	16
July 1, 2018 – June 30, 2019	20
July 1, 2019 – June 30, 2020	16
July 1, 2020 – June 30, 2021	16
Total served	84

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4.2 **BUDGET**, SECTION 6, paragraph 6.1 is amended to add:

For services provided **July 1, 2020 through June 30, 2021**, Awardee will be paid in accordance to the following table:

BUDGET LINE ITEM	AMOUNT
Rental Assistance	\$76,464.00
Supportive Services (Case Management, Transportation, Life Skills)	\$52,000.00
Administrative Costs	\$4,320.00
Total Program Budget	\$132,784.00

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

AWARDEE

Chair, Board of Supervisors



Authorized Signature

Date: _____

Jody Sullivan, Executive Director
Printed Name and Title


ATTEST:

Clerk of the Board

Date

Date: May 14, 2020

APPROVED AS TO CONTENT:



Director, Community Services, Employment & Training

APPROVED AS TO FORM:



Karen S. Friar, Deputy County Attorney