



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: September 1, 2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Vocational Research Institute, LLC formerly known as JEVS Human Services dba Vocational Research Institute

***Project Title/Description:**

Workforce Development Services - Work Readiness. The contract and amendments can be found in OnBase by searching Contracts CR-21*002 (formerly CS-18*060) in Doc_ID_AMS.

***Purpose:**

This amendment provides Contractor, with additional funding for the period July 1, 2020 to June 30, 2021 and allows the contractor to continue to provide online assessments for career exploration to eligible Pima County job seekers.

Attachment: Contract Number CT-CR-21-002 (Amendment 3)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP-CSET-WRA-2017-06 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

Annually 367 online assessments will be administered. The assessment tool will be used to enhance career and transition planning, improve employability, and result in better employment opportunities with positive outcomes.

***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:**

Participant evaluations indicating satisfaction with the online assessment process and recommendations for improvement.

***Retroactive:**

Yes. Due to delays in getting contractor registered with SAM.gov. The negative impact of this amendment not being approved is Pima County residents will not have access to online assessments for career exploration.

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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: CT CR HL Contract Number (i.e., 15-123): 21-002
Amendment No.: 3 AMS Version No.: 1
Commencement Date: 07/01/20 New Termination Date: 06/30/21
Prior Contract No. (Synergen/CMS): CT-CS-18-060
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 3,599.00

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

***Funding Source(s) required:** U.S. Department of Labor (DOL) Workforce Innovation and Opportunity Act (WIOA)

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 & Workforce Development

Telephone: 724-5723

Department Director Signature/Date: _____

8-19-20

Deputy County Administrator Signature/Date: _____

17 Aug 20

County Administrator Signature/Date: _____

8/18/2020

(Required for Board Agenda/Addendum Items)

Pima County Community & Workforce Development Department**Project:** Workforce Development Services – Work Readiness

Contractor: Vocational Research Institute, LLC (formerly known as JEVS Human Services *dba* Vocational Research Institute)
 18221 Flower Hill Way, Suite D
 Gaithersburg, MD 20879

Contract No.: CT-CS-18*060 (CT-CR-21-002 from and after July 1, 2020)**Contract Amendment No.:** 03

Original Contract Term:	07/01/17 – 06/30/18	Orig. Contract Amount:	\$3,599.00
Termination Date Prior Amendment:	06/30/20	Prior Amendments Amount:	\$7,198.00
Termination Date This Amendment	06/30/21	This Amendment Amount:	\$3,599.00
		Revised Total Amount:	\$14,396.00

DUNS No.: 117493441		SAM Registration Date: 7/30/20	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Federal or State Contract No.:	DI19-002205	Award Date:	PY2020
Required Match:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount:	
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

CFDA	Grant Program	National Funding	Pima County Award
17.258	U.S. Department of Labor ("DOL")/AZ Department of Economic Security ("ADES") Workforce Innovation and Opportunity Act (WIOA)-Adult	\$854,649,000.00	\$2,309,890.00
17.278	WIOA-Dislocated Worker	\$1,322,912,000.00	\$4,987,021.00

AMENDMENT THREE (03)**1. BACKGROUND AND PURPOSE.**

- 1.1. Background. On June 20, 2017, Pima County ("County") approved entering into the above-referenced contract with Vocational Research Institute, LLC formerly known as JEVS Human Services *dba* Vocational Research Institute ("Contractor"), to provide workforce development services to Pima County adults, dislocated workers, and youth.
- 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 & Workforce Development Department.
 - 1.2.2. This Agreement will be renumbered to CT-CR-21-002, 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 & Workforce Development Department ("CWD").
- 1.3. 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 for adults, dislocated workers, and youth.
- 1.2.2. County has reviewed Awardee's performance of the services and finds it satisfactory.
2. **TERM, EXTENSIONS AND AMENDMENTS, SECTION 2.0.** Pursuant to **paragraph 2.2**, County exercises the third (3rd) of four (4) extension options. This Contract will terminate on **June 30, 2021**.
3. **SCOPE OF SERVICES**, the Commencement Date for the provisions set forth in this Amendment No. 3 is **July 1, 2020**.
4. **KEY PERSONNEL, SECTION 4.0** is amended to change the key personnel for Sales Associate:
FROM: Mason Wallack
TO: Jordan Pingho
5. **ISRAEL BOYCOTT CERTIFICATION, SECTION 28.0** is added to read:
Pursuant to A.R.S. § 35-393.01, if Awardee engages in for-profit activity and has 10 or more employees, and if this Agreement has a value of \$100,000.00 or more, Awardee 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.

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6. **Exhibit B, BUDGET**, Section 1.0, paragraph 1.1 is amended to add the following budget for contract year 2020-2021:

PROJECTED EXPENDITURES BY FUNDING SOURCE 2020-2021			
Product	Projected WIOA Adults	Projected WIOA Dislocated Workers	TOTAL
CareerScope – 367 online assessments	\$1,650.00	\$1,650.00	\$3,300.00
CareerScope – Annual subscription	\$149.50	\$140.50	\$299.00
Total	\$1,799.50	\$1,799.50	\$3,599.00

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:

Chairman, Pima County Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board Date

APPROVED AS TO CONTENT:

Director, Community & Workforce Development

APPROVED AS TO FORM:

Karen S. Friar, Deputy County Attorney

AWARDEE:

Authorized Signature

Printed Name & Title

Date: 8/13/20