



## **BOARD OF SUPERVISORS AGENDA ITEM REPORT**

### **CONTRACTS / AWARDS / GRANTS**

☐ Award ☒ Contract ☐ Grant

**Requested Board Meeting Date:** September 15, 2020

**\* = Mandatory, information must be provided**

**or Procurement Director Award** ☐

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

Friends of Pima County Public Library, Inc.

**\*Project Title/Description:**

Co-location of Services at Pima County public library facilities

**\*Purpose:**

Friends of the Pima County Public Library, Inc. (Friends) utilize PCPL facilities for for activities and fundraising that help PCPL in programming, and provide for new initiatives and services that serve the residents of Pima County.

**\*Procurement Method:**

This Revenue Contract is a non-Procurement contract and not subject to Procurement rules.

**\*Program Goals/Predicted Outcomes:**

Friends use PCPL spaces to sell donated books with the intent of raising funds to support the PCPL impact statement, priorities and promises.

**\*Public Benefit:**

Pima County residents benefit from the programs that are provided as a direct result of the Friends' activities in PCPL facilities. These programs are only made possible because of the monies provided by the Friends of the Pima County Public Library, Inc.

**\*Metrics Available to Measure Performance:**

Friends funded activities are evaluated against strategic goals and objectives and through outcome surveys of participants.

**\*Retroactive:**

Yes. PCPL worked with Friends Executive officers on changes to the scope of work and exhibits and to enhance the flexibilities of the agreement. If the amendment is not approved, PCPL will need to discontinue the valuable programs and initiatives which are supported by the Friends of Pima County Public Library Inc.

To: COB- 8.21.20  
Ver. - 3  
JGS. - 3 (1)

PCPL COB- 8.21.20

**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: CTN Department Code: LIB Contract Number (i.e., 15-123): 18-137  
Amendment No.: 2 AMS Version No.: 3  
Commencement Date: 4/30/2020 New Termination Date: 4/30/2021  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
☐ Expense or ☒ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 150,000.00

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

**\*Funding Source(s) required:**

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: Robin Samitz

Department: Library Telephone: 594-5604

Department Director Signature/Date: Andrew H. Matheson 7-6-2020

Deputy County Administrator Signature/Date: Steve 7/7/2020

County Administrator Signature/Date: C. D. McElroy 7/7/20  
(Required for Board Agenda/Addendum Items)

## **Pima County Public Library**

**Project:** Co-location of services at Pima County public library facilities

**Contractor:** Friends of the Pima County Public Library, Inc.  
2230 N. Country Club  
Tucson, AZ 85716

**Contract No.:** CTN 18\*137

**Contract Amendment No.:** Two (2)

Original Contract Term:	05/01/2018 – 04-30-2019	Orig. Contract Amount:	\$240,000.00
Termination Date Prior Amendment:	4/30/2020	Prior Amendments Amount:	\$240,000.00
Termination Date This Amendment	04/30/2021	This Amendment Amount:	\$150,000.00
		Revised Total Amount:	\$630,000.00

### **CONTRACT AMENDMENT**

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

#### **1. BACKGROUND AND PURPOSE.**

- 1.1. Background. On May 1, 2018, Pima County Public Library District (“PCPL”) and Friends of the Pima County Public Library, Inc. (“Friends”) entered into the above-referenced contract to facilitate Friends activities for the benefit of PCPL.
- 1.2. Purpose.
  - 1.2.1. Friends, through the sale of books and other items at several public libraries specified in Exhibit A to the contract, gives PCPL funds for use in serving PCPL customers.
  - 1.2.2. PCPL and Friends wish to extend Friends activities at the public libraries specified in Exhibit A for an additional year.
  - 1.2.3. The bookstore operated by Friends at the Joel D. Valdez Main Library Friends is presently closed such that Section 2.7 of Exhibit A is currently not applicable. In the event Friends reopens this location during the present contract term, the parties agree that Section 2.7 of Exhibit A will apply to that location without any further contract amendment.
  - 1.2.4. The number of PCPL locations at which Friends has operated has fluctuated between seventeen (17) and eighteen (18). By this amendment PCPL and Friends wish to eliminate references to the exact number of locations in the contract including Exhibit A in order to avoid having to amend the contract for such fluctuations in the future.

**2. CONTRACT.** References in the contract including Exhibit A to “seventeen (17) public libraries and other locations” are deleted and replaced with “the PCPL locations identified in Exhibit A.”

**3. TERM AND EXTENSION/RENEWAL/CHANGES.** Section 1, paragraph 1.1 is amended as follows:

- 3.1. The termination date is changed from April 30, 2020 to April 30, 2021;

3.2. The number of available renewals is changed from three (3) additional one-year periods or any portion thereof to two (2) additional one-year periods or any portion thereof.

4. **SCOPE OF SERVICES:** Section 2, paragraph 2.1.1 is amended to read:

Provide the space and equipment at the PCPL locations as set forth in **Exhibit A**.

5. **ISRAEL BOYCOTT CERTIFICATION:** Friends hereby certifies that it is not currently engaged in and will not for the duration of this Contract engage in, a boycott of Israel as defined by A.R.S. § 35-393.01. Violation of this certification by Friends may result in action by County up to and including termination of this Contract.

6. **EXHIBIT A – SPACE, EQUIPMENT AND HOURS:**

1. **Paragraph 1 is deleted and replaced with:** Friends may conduct the activities set forth in this Agreement at the PCPL locations specified in Exhibit A during normal operating hours of the specific library or other facility. Libraries may be closed and inaccessible on some County or national holidays.
2. **Paragraph 2 is deleted and replaced with:** In exchange for the donations and services provided by Friends to PCPL, County will provide space and equipment at the libraries or other locations as set forth below. Additionally, Friends will provide and retain ownership of certain materials and equipment. Unless deemed significant by the PCPL Director, equipment provided by either party may be modified without need for an amendment of this Agreement.

7. The effective date of this Amendment is April 30, 2020.

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

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS THEREOF, the parties have affixed their signatures to this Contract on the date written below.

**PIMA COUNTY PUBLIC LIBRARY**

\_\_\_\_\_  
Chairman, Board of Supervisors

\_\_\_\_\_  
Date

**FRIENDS OF THE PIMA COUNTY PUBLIC LIBRARY,  
INC.**

\_\_\_\_\_  
Authorized Officer Signature

*Libby Stone*  
\_\_\_\_\_  
Libby Stone, Executive Director

*8/19/2020*  
\_\_\_\_\_  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

*Victoria Buchinger*  
\_\_\_\_\_  
Deputy County Attorney

**Victoria Buchinger**

\_\_\_\_\_  
Print DCA Name

*August 19, 2020*  
\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

*Amber Mathewson*  
\_\_\_\_\_  
Amber Mathewson, PCPL Director

*8/19/2020*  
\_\_\_\_\_  
Date