



BOARD OF SUPERVISORS AGENDA ITEM REPORT

CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 11/17/2020

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Downtown Tucson Partnership

***Project Title/Description:**

COVID-19 Back 2 Basics Initiative

***Purpose:**

County requires additional service changes in the Scope of Services. Additional funding has been provided for grants to businesses in the Business Improvement District (BID). A holiday campaign has been added, to help bring business back to Downtown.

***Procurement Method:**

Subrecipient Agreement is a non-Procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

This amendment extends goal 2 of the original contract by adding capacity to the implementation to expand the number of BID participants assisted with grant funds. It also adds a fourth goal of the design and implementation of a holiday campaign to draw customers to the BID for the holiday season.

***Public Benefit:**

This amendment expands the number of businesses assisted, resulting in more businesses being able to open and adjust their service model to meet the unique challenges of providing services during the Coronavirus pandemic.

***Metrics Available to Measure Performance:**

Weekly meetings with Grants Management & Innovation, # of businesses served, completed holiday plan

***Retroactive:**

Yes, The CRF federal financial assistance (authorized by the CARES Act) is a rare case of allowing local governments to receive reimbursement for costs retroactive March 1, 2020. U.S. Treasury designed CRF funding this way to help local governments respond to unique first- and second-order effects of the pandemic; CRF direct recipients are allowed to extend retroactive funding to their sub-grantees.

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TO: COB 10-12-2020 (L)
Vers.: 03
pgs.: 03

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: GMI Contract Number (i.e., 15-123): 20*444
Amendment No.: 1 AMS Version No.: 3
Commencement Date: 6/1/2020 11-17-2020 New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 100,000

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

***Funding Source(s) required:** U.S. Department of Treasury, Coronavirus Relief 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): _____
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: Amy Fish (Alicia Montoya extension 44004)

Department: Grants Management & Innovation Telephone: 724-4219

Department Director Signature/Date: [Signature] 11/12/2020

Deputy County Administrator Signature/Date: [Signature] 11/12/2020

County Administrator Signature/Date: [Signature] 11/12/2020
(Required for Board Agenda/Addendum Items)

Pima County Department of Grants Management & Innovation

Project: COVID-19 Back 2 Basics Initiative

Contractor: Downtown Tucson Partnership

Contract No.: CT-GMI-20-444

Contract Amendment No.: 01

Orig. Contract Term: 06/01/2020 – 11/30/2020	Orig. Amount:	\$303,500.00
Termination Date Prior Amendment: N/A	Prior Amendments Amount:	\$ 0.00
Termination Date This Amendment: 11/30/2020	This Amendment Amount:	\$100,000.00
	Revised Total Amount:	\$403,500.00

SUBRECIPIENT AGREEMENT AMENDMENT

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

1. Background and Purpose.

1.1. Background. On June 16, 2020, County and Subrecipient entered into the above referenced agreement to provide COVID-19 Back 2 Basics Initiative.

1.2. Purpose. County requires additional service changes in the Scope of Services. A holiday campaign has been added, to help bring business back to Downtown.

2. Scope of Services. The parties have revised the Scope of Services in Exhibit A to add the following language after Phase 3:

Return to Downtown Holiday Campaign

Beginning October 1, 2020, Contractor will create and implement the Return to Downtown Holiday Campaign (the "Holiday Campaign"), which will be consistent with the requirements of the Back 2 Business initiative developed during Phase Two. Contractor will also ensure that the Holiday Campaign complies with the County's operating guidance for businesses and events during the pandemic. That guidance is publicly available at the following internet site: <https://webcms.pima.gov/cms/One.aspx?portalId=169&pageId=636848>

3. Compensation and Payment. The Maximum Payment Amount the County will make under this Contract, as set forth in Section 5.1, is increased by \$100,000.00. County's total payments to Contractor under this agreement, including any sales taxes, will not exceed \$403,500.00. Exhibit B: Compensation and Payment is amended as follows:

Contract No.: CT-GMI-20*444

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Replace the following section:

To facilitate the deployment of small business grants, Pima County will advance the following amounts upon execution of the Agreement

Business Reopening Grants – 40 grants of \$2000	\$80,000
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Downtown Outdoor Café -- Architectural assistance and incentives to facilitate expanded perimeters—15 grants of \$5000	\$75,000
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It is anticipated that the work plan developed during Phase One and Phase Two shall include the following elements, for which Pima County will reimburse DTP, in accordance with CRF Guidance, on the following schedule:

Public Hand Sanitizer Stations	\$ 8,500
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Touchless/Solar Powered Street Trash Compactors	\$60,000
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Touchless Water Bottle Fillers/Fountains (20)	\$60,000
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With the following amended section:

To facilitate the deployment of small business grants, Pima County will advance the following amounts upon execution of the Agreement

Business Reopening Grants – 50 grants of \$2000	\$100,000
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Downtown Outdoor Café -- Architectural assistance and incentives to facilitate expanded perimeters—21 grants of \$5000	\$105,000
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It is anticipated that the work plan developed during Phase One and Phase Two shall include the following elements, for which Pima County will reimburse DTP, in accordance with CRF Guidance, on the following schedule:

Public Hand Sanitizer Stations	\$8,500
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Touchless/Solar Powered Street Trash Compactors	\$90,000
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Touchless Water Bottle Fillers/Fountains	\$30,000
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To facilitate the deployment of the Holiday Campaign, Pima County will reimburse upon receipt of proof of payment of eligible expenses. Expenses for this initiative will not exceed \$50,000.

[Remainder of the page intentionally left blank]

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

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney

Stacey Roseberry
Print DCA Name

11/9/2020
Date

CONTRACTOR

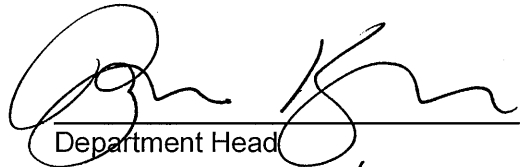


Authorized Officer Signature

Kathleen Eriksen, CEO
Printed Name and Title

11/10/20 Date

APPROVED AS TO CONTENT



Department Head

11/12/2020
Date