



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☒ Contract ☐ Grant

**Requested Board Meeting Date:** November 17, 2020; Addendum

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

**or Procurement Director Award** ☐

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

Elephant Head Volunteer Fire Department, Inc.

**\*Project Title/Description:**

Elephant Head Volunteer Fire Department Fire Station facility improvements

This contract can be found in OnBase by searching Contracts 21\*168 (Formerly CT-CD-20-173) in Doc\_ID\_AMS.

**\*Purpose:**

Energy-efficient facility improvements and site upgrades at Subrecipient's emergency shelter for homeless, or about to become homeless women who are victims of domestic violence and their children. Due to the outbreak of Complete paving and electrical improvements at the Elephant Head Volunteer Fire Department fire station to improve safety, access to the facility, and effectively provide services to the residents in and around the Amado, Elephant Head, Lakewood and surrounding rural areas of Pima County (collectively "Amado").

**\*Procurement Method:**

Non-procurement contract awarded by the Board of Supervisors under the U.S. Department of Housing and Urban Development Annual Action Plan.

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

Goal: To provide increased access and availability of emergency and fire suppression services in Amado.

Predicted outcome: Subrecipient will have a more efficient, functional operation in the renovated facility.

**\*Public Benefit:**

The improvements to the fire station will, upon completion, meet the HUD CDBG National Objective to provide area benefit to residents of Amado, Elephant Head, Lakewood and surrounding rural areas in Pima County.

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

A minimum of 300 persons annually will receive fire, rescue or medical services operated from the Elephant Head Volunteer Fire Station.

**\*Retroactive:**

No.

TO: COB 11-12-20 (1)  
Vers.: 1  
pgs.: 2

**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): 21-168  
Amendment No.: 01 AMS Version No.: \_\_\_\_\_  
Commencement Date: 01/01/2020 1/1/2021 New Termination Date: 12/31/2021  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_

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

**\*Funding Source(s) required:** U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG)

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: Joel Gastelum, Program Manager, 724-6750

Department: CWD

Telephone: 724-6750

Department Director Signature/Date: Joel Gastelum 11/3/2020

Deputy County Administrator Signature/Date: [Signature] 9 Nov 2020

County Administrator Signature/Date: C. D. [Signature] 11/9/2020  
(Required for Board Agenda/Addendum Items)

**Pima County Department of Community and Workforce Development**

**Project:** Elephant Head Volunteer Fire Station Facility Improvement  
HUD CDBG Public Facilities (LMA)

**Subrecipient:** Elephant Head Volunteer Fire Department, Inc.  
P.O. Box 6385  
Amado, Arizona 85645

**Contract No.:** CT-CR-21-168 (formally CT-CD-20-173)

**Contract Amendment No.:** One (1)

Original Contract Term:	01/01/20-12/31/20	Orig. Contract Amount:	\$50,000.00
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	-0-
Termination Date This Amendment:	12/31/2021	This Amendment Amount:	-0-
		Total Amount:	\$50,000.00

**DUNS No.:** 361515518

**Research or Development:** ☐ Yes ☒ No

**Federal Contract No.:** B-18-UC-04-0502

**Required Match:** ☐ Yes ☒ No **Match Amount:**

**Indirect Cost Rate:** ☐ Federal ☐ NICR ☐ de minimis ☒ None

**Status of Contractor:** ☒ Subrecipient ☐ Contractor

CFDA	Program Description	Nation Funding	Pima County Award
14.218	Community Development Block Grant (CDBG)	FY18 \$3,300,000,000.00	FY 18 \$2,903,833.00

**AMENDMENT NO. ONE (1)****1.0 BACKGROUND AND PURPOSE.****1.1. Background.**

1.1.1. On May 1, 2018, Pima County ("County") and the Elephant Head Volunteer Fire Department, Inc. ("Subrecipient") entered into the above-referenced contract to improve safety and access to the Elephant Head Volunteer Fire Department fire station ("the Facility").

1.1.2. Community Development Block Grant ("CDBG") funds in the amount of \$50,000.00 of FY 2018-2019 were appropriated for the facility improvements.

**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 Department of Community & Workforce Development ("CWD").

1.2.2. This Agreement will be renumbered to CT-CR-21-168, but all terms and conditions, except as amended herein, remain unchanged.

- 1.2.3. Any reference in the Agreement to Community Development and Neighborhood Conservation; or CDNC, will mean the Department of Community & Workforce Development ("CWD").

1.3. Purpose.

- 1.3.1. Under the terms of the Agreement, Subrecipient was to complete paving and electrical improvements at the Facility to effectively provide services to the residents in and around Amado, Elephant Head, Lakewood and surrounding rural areas of Pima County.
- 1.3.2. Due to the outbreak of the COVID-19 coronavirus and the directives of national, state and county officials, and the need to maintain safe distancing while work proceeds, Subrecipient was unable to complete work as scheduled and more time is required.
- 1.3.3. The Board of Supervisors finds that:
- 1.3.3.1. The outbreak of the international Covid-19 pandemic was unforeseen and that delays associated with complying with public health directives were and remain unavoidable;
- 1.3.3.2. It is not possible to determine when the required facility upgrades can be completed; and, therefore,
- 1.3.3.3. It is appropriate to extend the Agreement for one (1) additional year to allow Subrecipient to complete all work.

**2.0 TERM AND EXTENSIONS, SECTION 2.0.** Pursuant to the provisions of **paragraph 2.2**, and in recognition of the unforeseen circumstances and unavoidable delays caused by the public health directives associated with the COVID-19 pandemic, County exercises the first (1<sup>st</sup>) of four (4) available Extension Options. This Agreement will terminate on **December 31, 2021**.

All other provisions of this Agreement, not specifically changed by this amendment, will remain in effect and be binding upon the parties.

**PIMA COUNTY**

Mary Jo Furphy, Procurement Director

DATE: \_\_\_\_\_

APPROVED AS TO CONTENT:

*Arnold Palacios* for Daniel Tytki 11/3/2020  
Arnold Palacios, Director  
Department of Community & Workforce  
Development

APPROVED AS TO FORM:

*Karen S. Friar*  
Karen S. Friar, Deputy County Attorney

**SUBRECIPIENT**

Authorized Signature

*Johannah M. Fite* Board President  
Printed Name and Title

DATE: 10/6/2020

**CHAIRMAN BOARD OF SUPERVISORS**

**ATTEST:**

**Clerk, Board of Supervisors  
Pima County, Arizona**