



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: April 6, 2021

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Department of Veteran's Affairs

**\*Project Title/Description:**

Co-location of services at Kino Veterans' Workforce Center. This is a no-cost Memorandum of Understanding (MOU) between Kino Veterans' Workforce Center and Southern Arizona VA Health Care System. The contract and amendments can be found in OnBase by searching Contracts CR-21\*74 (formerly CS-17\*190) in Doc\_ID\_AMS.

**\*Purpose:**

Kino Veterans' Workforce Center provides job training and employment services for eligible veterans and direct access to other veteran representatives. Providing co-location services to Southern Arizona VA Health Care System allows HUD-VASH homeless veteran clients to utilize appropriate counseling, job search, job development, and job placement interventions and establishes the employer and community linkages essential to the development of employment opportunities. The amendment is to extend the term date to March 31, 2022.

Attachment: Contract Number CTN-CR-21-74 (Amendment 4)

**\*Procurement Method:**

This MOU is not subject to Procurement rules.

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

The goal is to provide military veterans easy access to training, benefits and employment services.

**\*Public Benefit:**

This project 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:**

None.

**\*Retroactive:**

Yes, County received the signed MOU from the VA on 3/12/21. If the MOU is not approved, military veterans would not have easy access to training, benefits and employment services.

TO: COB 3-24-21 (1)

VERS: 1

Pgs.: 2

Revised 5/2020

**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: CR Contract Number (i.e., 15-123): 21-74  
 Amendment No.: 4 AMS Version No.: 1  
 Commencement Date: 4/1/21 New Termination Date: 3/31/22  
 Prior Contract No. (Synergen/CMS): 17-190  
☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ 0.00  
 Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:** There is no funding source and this is a no-cost agreement.

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 &amp; Workforce Development

Telephone: 724-5723

Department Director Signature/Date: *[Signature]* 3/16/21Deputy County Administrator Signature/Date: *[Signature]* 21 March 2022County Administrator Signature/Date: *[Signature]* 3/22/21

(Required for Board Agenda/Addendum Items)

**Pima County Community & Workforce Development Department (Kino Veterans' Workforce Center)**

**Project:** Co-location of services at Kino Veterans' Workforce Center

**Agency:** Department of Veteran's Affairs  
HUD-VASH Department  
4-116 G  
3601 S 6th Avenue  
Tucson, AZ 85723  
(520) 629-1821

**Contract No.:** CTN-CS-17-190 (CTN-CR-21-74 from and after July 1, 2020)

**Contract Amendment No.:** 04

**Amount:** NO COST (\$0.00)

**Memorandum of Understanding (MOU) Amendment No. 4**

**1. BACKGROUND AND PURPOSE.**

- 1.1. **Background.** Pima County ("County") and HUD-VASH (Vocational Development/Employment Specialist VDS/ES) of the Southern Arizona VA Health Care System (Tucson, AZ), a division of the health care system of the United State Department of Veterans' Affairs ("Agency"), have entered into the above-referenced MOU to ensure easy access to training, benefits and employment services for military veterans at Kino Veterans' Workforce Center.
- 1.2. **County Organization.** Effective July 1, 2020, Pima County Community Services, Employment and Training Department and Pima County Community Development and Neighborhood Conservation Department were restructured to form the Community & Workforce Development Department. This Agreement will be renumbered to CTN-CR-21-74, but all terms and conditions remain unchanged. 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 for veterans at the Kino Veterans' Workforce Center. HUD-VASH VDS/ES, part of the Mental Health Service of the Southern Arizona VA Health Care System, works with eligible homeless veterans to achieve optimal occupational functioning through the provision of counseling, job search, job development, and job placement interventions and, through employer and community linkages, develops employment opportunities for the veterans. County finds that it is in the best interests of the Pima County residents to continue to make these workforce development services available to veterans at the Kino Veterans' Workforce Center.

- 2. TERM AND EXTENSIONS, SECTION 1.0.** Pursuant to paragraph 1.1, County is exercising the last available term extension. The commencement date for this Amendment No. 4 is April 1, 2021. This Agreement will terminate on March 31, 2022.

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

IN WITNESS THEREOF, the parties have affixed their signatures and do hereby agree to carry out the term of this Amendment and of the original MOU cited herein:

**PIMA COUNTY**

\_\_\_\_\_  
Sharon Bronson  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

**AGENCY**

Jennifer S. Gutowski 173261  
Digitally signed by Jennifer S. Gutowski 173261  
Date: 2021.03.12 09:24:10 -0700  
\_\_\_\_\_  
Director

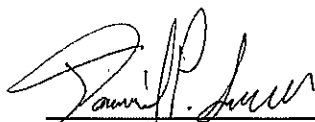
Jennifer Gutowski, MHA, FACHE  
\_\_\_\_\_  
Please print name

**ATTEST**


\_\_\_\_\_  
Clerk, Board of Supervisors

\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

  
\_\_\_\_\_  
Daniel Sullivan, Director  
Community & Workforce Development

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Stacey Roseberry, Deputy County Attorney