



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):**

Tucson Youth Development, Inc.

***Project Title/Description:**

Youth - Workforce Development Services. The contract and amendments can be found in OnBase by searching Contracts CR-21*230 in Doc_ID_AMS.

***Purpose:**

Contractor provides workforce services to youth to ensure attainment of skills needed to successfully obtain and retain employment and encourage, at a minimum, graduation from high school. Due to the COVID-19 pandemic, the contractor is unable to provide workforce development services for the Youth Learn Earn Advance Prosper Program (LEAP), a program designed for work experience in the medical field. This amendment is to reduce funds of \$27,372.03.

Attachment: Contract Number CT-CR-21-230 (Amendment 4)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-YSY-2016-02 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

The program's goal is to prepare job seekers for current and projected demand occupations that offer wages that allow self-sufficiency or that have a clear career path leading to self-sufficiency.

***Public Benefit:**

The benefit of the program is it 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:**

Reports on the number of youth participating in the program, outcome of pre- and post-testing, and completion results.

***Retroactive:**

Yes, due to language changes.

APR 12 10:51 AM 2021

ML

TO: COB 4-1-21 (1)
vers.: 2
pgs.: 3 ADDENDUM

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): 21-230
Amendment No.: 4 AMS Version No.: 2
Commencement Date: 4/1/21 New Termination Date: 12/31/21
Prior Contract No. (Synergen/CMS): 19-221
☒ Expense or ☐ Revenue ☐ Increase ☒ Decrease Amount This Amendment: \$ <27,372.03>

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

***Funding Source(s) required:** Pima County General Funds

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % 100

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: [Signature] 3/29/21

Deputy County Administrator Signature/Date: [Signature] 29 March 21

County Administrator Signature/Date: [Signature] 3/31/21
(Required for Board Agenda/Addendum Items)

PIMA COUNTY COMMUNITY & WORKFORCE DEVELOPMENT DEPARTMENT

Project: Youth – Workforce Development Services

Contractor: Tucson Youth Development, Inc.
1901 N. Stone Ave.
Tucson, AZ 85705

Contract No.: CT-CR-21-230

Contract Amendment No.: Four (4)

Original Contract Term:	01/01/19 – 12/31/19	Orig. Contract Amount:	\$159,628.18
Termination Date Prior Amendment:	12/31/21	Prior Amendments Amount:	\$297,321.39
Termination Date This Amendment:	12/31/21	This Amendment Amount:	<\$27,372.03>
		Revised Total Amount:	\$429,577.54

AMENDMENT FOUR

1. BACKGROUND AND PURPOSE.

1.1. **Background.** On November 6, 2018, Pima County ("County") and Tucson Youth Development, Inc. ("Contractor"), entered into the above-referenced contract to provide workforce development services to Pima County youth.

1.2. **Purpose.** Due to the COVID-19 pandemic, the Contractor is unable to provide Workforce Development Services for the Youth LEAP Program during 2021.

2. TERMS AND EXTENSIONS. The commencement date for this Amendment No. 4 is April 1, 2021.

3. COMPENSATION AND PAYMENT. Paragraph 3.1 is amended to decrease "the Maximum Allocated Amount" from \$456,949.57 to \$429,577.54. In addition, the table in Paragraph 3.2 is deleted in its entirety and replaced with the following:

Expenditure Period	Maximum Allocated Amount
January 1, 2019 – December 31, 2019	\$159,628.18
January 1, 2020 – December 31, 2020	\$148,171.42
January 1, 2021 – August 31, 2021	\$121,777.94
TOTAL	\$429,577.54

4. EXHIBIT A – SCOPE OF WORK is amended as follows:

4.1. **PROGRAM ACTIVITIES.** The tables in Paragraphs 5.1 and 5.2 are deleted in their entirety and replaced with the following:

Activity	Youth Category	Date of Activity	Contract Year	Hours per Participant	Maximum Number of Youth Served
WEX – work experience	ISY or OSY	1/1 – 5/31	2019	144	40
		1/1 – 5/31	2020	115	40
		1/1 – 8/31	2021	115	40
LEAP – work experience	ISY	1/1 – 5/31	2019	200	10
		1/1 – 5/31	2020	170	10
			2021	-0-	-0-
BE – classroom instruction	ISY	1/1 – 5/31	2019	96	15 Urban 15 Rural
		1/1 – 5/31	2020	96	25
		1/1 – 8/31	2021	96	25

FTE	Title/Responsibility	Number Served	Location
One (1)	Workforce Coordinator (“WC”)	For every forty (40) WEX participants	Contractor’s facility
One (1)	Academic Instructor	For every fifteen (15) BE participants	Contractor’s facility

4.2. **BUDGET.** The table in Paragraph 9.1 is deleted in its entirety and replaced with the following:

Budget Line Item	Amount allocated for 1/1/19-5/31/19	Amount allocated for 1/1/20-5/31/20	Amount allocated for 1/21/21-8/31/21
Operating Budget			
Salary and Fringe (No overtime)	\$24,750.43	\$25,205.44	\$21,613.62
Staff Development	-0-	-0-	-0-
Travel	\$1,381.65	\$1,409.28	\$1,273.45
Equipment	-0-	-0-	-0-
Supplies	\$2,184.84	\$2,228.54	\$2,228.54
Communications	-0-	-0-	-0-
Other Operating	\$23,768.98	\$24,244.36	\$21,988.23
Total Operating Budget	\$52,085.90	\$53,087.62	\$47,103.84
Other Allocation(s)			
Work Experience for WEX	\$88,390.28	\$78,283.80	\$57,874.10
Stipends for BE	\$19,152.00	\$16,800.00	\$16,800.00
Total Other Allocation(s)	\$107,542.28	\$95,083.80	\$74,674.10
TOTAL BUDGET	\$159,628.18	\$148,171.42	\$121,777.94

SIGNATURE PAGE TO FOLLOW

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

Sharon Bronson
Chair, Board of Supervisors

Date

ATTEST

Clerk, Board of Supervisors

APPROVED AS TO CONTENT

Daniel Sullivan, Director
Community & Workforce Development

APPROVED AS TO FORM

Stacey Roseberry, Deputy County Attorney

CONTRACTOR

Authorized Officer Signature

Please print name

Title
3/22/2021
Date