



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

☐ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 06/22/2021- Addendum

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Catholic Community Services of Southern Arizona, Inc. dba Pio Decimo Center

**\*Project Title/Description:**

South Tucson - C19 Food Security Program

This contract can be found in OnBase by searching Contracts 21\*355 in Doc\_ID\_AMS. (formally CT-CD-20-335)

**\*Purpose:**

Due to the outbreak of the COVID-19 Coronavirus and the directives of the national, state, and county officials, there is an acute and immediate need for food for many residents of Pima County that have been impacted.

The program will provide emergency food to eligible persons and families who live in and around the South Tucson Community Development Target area. Subrecipient has sufficient funding to administer the program ad additional six months or until all funds have been expended.

Attachment Contract Number CT-CR-21-355 (formally CT-CD-20-335)

**\*Procurement Method:**

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

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

Goal: Improve the living environment of low- to moderate-income families by increasing access to food in and around the South Tucson Community Development Target Area.

Outcome: Increased food security promoting and supporting individual sustainability and better health.

**\*Public Benefit:**

The Program will meet the HUD CDBG National Objective to assist low- to moderate-income individuals residing in and around the South Tucson Community Development Target Area by increasing food security through access to fresh produce and the distribution of emergency food boxes.

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

A minimum of 2,000 food boxes will be provided to low- to moderate-income households.

**\*Retroactive:**

Yes to April 1, 2021. Finalizing documentation and re-confirmation of metrics were part of the issues that caused the contract processing delays. If not approved, the services will not be provided.

TO: COB 6-3-2021 (1)  
Vers.: 1  
pgs.: 3

**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): 21-355

Amendment No.: 01 AMS Version No.: 02

Commencement Date: 04/01/2020 <sup>2021</sup> New Termination Date: 03/31/2022

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

Department: CWD Telephone: 724-6750

Department Director Signature/Date: [Signature] 5/10/2021

Deputy County Administrator Signature/Date: [Signature] 5/11/21

County Administrator Signature/Date: [Signature] 5/11/21  
(Required for Board Agenda/Addendum Items)

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

**Program:** South Tucson- C19 Food Security Program  
HUD CDBG Public Service Activity (LMA)

**Subrecipient:** Catholic Community Services of Southern Arizona Inc.  
dba Pio Decimo Center  
848 South 7<sup>th</sup> Avenue  
Tucson, Arizona 85701

**Contract No.:** CT-CR-21-355 (formally CT-CD-20-335)

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

Original Contract Term:	04/01/20-03/31/21	Orig. Contract Amount:	\$30,000.00
Termination Date Prior Amendment:	N/A	Prior Amendments Amount:	-0-
Termination Date This Amendment:	03/31/2022	This Amendment Amount:	-0-
		Total Amount:	\$30,000.00

<b>DUNS No.:</b> 114439730				
<b>Research or Development:</b>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Federal Contract No.:</b> B-19-UC-04-0502				
<b>Required Match:</b>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Match Amount:</b>				
<b>Indirect Cost Rate:</b>	<input type="checkbox"/> Federal	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis	<input checked="" type="checkbox"/> None
<b>Status of Contractor:</b>		<input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		

CFDA	Program Description	Nation Funding	Pima County Award
14.218	Community Development Block Grant (CDBG)	FY19 \$3,365,000,000.00	FY 19 \$2,945,544.00

**AMENDMENT NO. ONE (1)****1.0 Background and Purpose.**

- 1.1. **Background.** On April 21, 2020, Pima County ("County") and Catholic Community Services of Southern Arizona Inc., dba Pio Decimo Center ("Subrecipient") entered into the above-referenced agreement to provide emergency food to eligible persons and families who live in and around the South Tucson Community Development Target Area. County has appropriated Community Development Block Grant ("CDBG") funds in the amount of \$30,000.00 from the FY 2019-2020 amended Annual Action Plan.
- 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 are restructured to form the Department of Community & Workforce Development ("CWD"). This Agreement will be renumbered to CT-CR-21-355, but all terms and conditions, except as amended herein, remain unchanged. 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.** Under the terms of the Agreement, Subrecipient was to provide emergency food to eligible persons and families who live in and around the South Tucson Community Development Target Area.

Subrecipient has sufficient funding remaining to administer the program an additional six months or until all funds have been expended. The Board of Supervisors finds that it is appropriate to extend the Agreement for one additional year to allow Subrecipient to complete the program activities.

- 2.0 Term and Extensions.** Pursuant to paragraph 2.2, and in recognition of the remaining funding, County exercises the first of four Extension Options. This Agreement will terminate on March 31, 2022.

**SIGNATURE PAGE TO FOLLOW**

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

**PIMA COUNTY**

**SUBRECIPIENT**

\_\_\_\_\_  
Chair, Board of Supervisors

Marguerite D. Harmon  
Authorized Signature

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

Marguerite D. Harmon, CEO\_\_\_\_\_  
Printed Name and Title

ATTEST:

DATE: 4/23/2021

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

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

APPROVED AS TO CONTENT:

*[Signature]* 5/10/2021  
Deputy Director Date  
Department of Community & Workforce  
Development

APPROVED AS TO FORM:

*[Signature]*  
Stacey Roseberry, Deputy County Attorney