



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: June 22, 2021

*** = 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:**

Workforce Development Services for youth. The contract and amendments can be found in OnBase by searching Contracts CT-CR-20-396 in Doc_ID_AMS.

***Purpose:**

Contractor coordinates the development of the youth recruitment pool, development of selection lists for County and agency site placements, arrangement of employability skills training for participants; maintenance of ongoing enrollment; as well as provides support for other youth workforce programs. This amendment will provide additional funding for the period July 1, 2021 to December 31, 2021.

Attachment: Contract Number CT-CR-20-396 (Amendment 4)

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-WFS-2016-06 was conducted with delegated authority.

***Program Goals/Predicted Outcomes:**

Contractor will recruit up to 25 employers to assist with youth programs and up to 2,000 youth to participate in program activities.

***Public Benefit:**

This program provides income for low-income youth and provides youth with resume building work experience.

***Metrics Available to Measure Performance:**

Monthly reports: Number of youth served, completed, exited, placed in a job and average wage of placement.

***Retroactive:**

No.

TO: COB 6-2-21 (1)
vers.: 2
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): 20-396

Amendment No.: 4 AMS Version No.: 2

Commencement Date: 7/1/21 New Termination Date: 12/31/21

Prior Contract No. (Synergen/CMS): CT-CS-17-381

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 31,649.50

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

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

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 & Workforce Development Telephone: 724-5723

Department Director Signature/Date: [Signature] 5/26/21

Deputy County Administrator Signature/Date: [Signature] 28 May 2021

County Administrator Signature/Date: [Signature] 5/28/21

(Required for Board Agenda/Addendum Items)

Pima County Department of Community & Workforce Development

Project: Workforce Development Services

Contractor: Catholic Community Services of Southern Arizona, Inc. ("CCS") dba Pio Decimo Center

CCS

Administrative Office

140 W. Speedway Blvd, #230

Tucson, AZ 85705-6534

Pio Decimo Center

848 S 7th Avenue

Tucson, AZ 85701

Contract No.: CT-CR-20-396

Contract Amendment No.: Four

Original Contract Term:	7/01/17 – 6/30/18	Original Contract Amount:	\$57,545.00
Termination Date Prior Amendment:	6/30/21	Prior Amendments Amount:	\$185,293.90
Termination Date This Amendment:	12/31/21	This Amendment Amount:	\$31,649.50
		Revised Contract Amount:	\$274,488.40

AMENDMENT FOUR

1. BACKGROUND, PURPOSE AND AUTHORITY.

1.1 **Background.** On June 20, 2017, Pima County ("County") and Catholic Community Services of Southern Arizona, Inc. dba Pio Decimo Center ("Contractor"), entered into the above-referenced contract to provide workforce development services for youth.

1.2 **Purpose.** County operates a workforce development program at Pima County ARIZONA@WORK (an American Job Center, formerly the Pima County One Stop). County finds that it is in the best interests of Pima County to continue to provide workforce development services to the residents of Pima County. County has reviewed Contractor's performance of the services and finds it satisfactory. This amendment is necessary to ensure the continued delivery of important public services while allowing the time necessary to complete the RFP process.

1.3 **Authority.** County is extending this contract under Pima County Code § 11.12.060 and Board of Supervisors Resolution No. 2020-18 while awaiting the new RFP.

2. TERM AND EXTENSIONS. The commencement date for this Amendment No. 4 is July 1, 2021. This Agreement will terminate on December 31, 2021.

3. COMPENSATION AND PAYMENT. Paragraph 3.1 is amended to increase "the Maximum Allocated Amount" from \$242,838.90 to \$274,488.40.

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

4.1 Paragraph 4.2.1.1. is deleted in its entirety and the remaining paragraphs are renumbered to conform.

4.2 The tables in Paragraph 6.1 and 6.2 are deleted in their entirety and replaced with the following:

[Remainder of the page intentionally left blank]

Year-round Job Opportunities Services Levels	Number for Youth
Recruit employers to work with One Stop on a yearly basis regarding staffing needs and training requirements.	25
Contact new employers monthly to participate in the One Stop program	5
Average monthly worksites for WIOA Out-of-School Youth	2

Summer Youth Intern Program Services Levels – Number of Youth	Number
Apply to Workforce Development Services Program	275
Place into an SYIP position	200

4.3 The table in Paragraph 7.1 is deleted in its entirety and replaced with the following:

Budget Line Item	Maximum Amount Allocated
	July 1, 2021 – December 31, 2021
Salary and ERE (No overtime)	\$26,488.00
Staff Development	-0-
Travel	\$208.00
Communications	-0-
Other operating expenses	\$4,953.50
TOTAL	\$31,649.50

4.4 Paragraph 8.1.2.1. is deleted in its entirety and replaced with the following:

Preliminary Financial Closeout Report, no later than January 15, 2022. County may require that this report be provided sooner.

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.

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, Pima County Board of Supervisors

Date: _____

ATTEST:

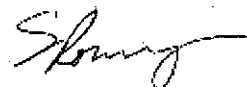
Clerk of the Board Date

APPROVED AS TO CONTENT:



Daniel Sullivan, Director
Community & Workforce Development

APPROVED AS TO FORM:



Stacey Roseberry, Deputy County Attorney

CONTRACTOR:



Authorized Signature

Marguerite D Harmon, CEO

Printed Name & Title

Date: 5/25/2021