



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):**

Kuehl Enterprises, LLC

***Project Title/Description:**

Consulting Services for Planning, Technical/Training Assistance & Report Planning

This contract can be found in OnBase by searching 21*341 Contracts in Doc_ID_AMS. (formally 19*427)

***Purpose:**

Consultant services to assist Pima County and City of Tucson, via its US Department of Housing and Urban Development (HUD) Consortium, in providing planning, technical/training assistance and report preparation to complete its required 2020-2024 HUD Consolidated Plan ("Con Plan"), respective 2020-2021 Annual Action Plans ("AAP"), Citizen Participation Plan ("CPP") and updated Analysis of Impediments to Fair Housing ("AI").

This is an extension of one (1) year to complete the services outlined in the scope of work.

Attachment: Contract Number CT_CR-21-341 Amendment No. 2 (formerly CT-CD-19-427)

***Procurement Method:**

The Pima County/City of Tucson HUD Consortium sought the services of qualified consultant firms to prepare the HUD plans under solicitation number CDNC-HCD-10-15-18-AI-ConPlan-APP, titled "City of Tucson Pima County Analysis of Impediments of Fair Housing Choice and Consolidated Plan Update." City and County have previously executed an Intergovernmental Agreement to equally share the contractual costs to complete the required HUD Plans. Federal resources to complete these housing and community planning documents utilizing professional consulting firms is HUD eligible.

***Program Goals/Predicted Outcomes:**

Goal: Consultant services will provide technical assistance on CARES Act implementation to assist Pima County and the City of Tucson in the prioritization of respective HUD entitlement funding sources.

Predicted outcome: HUD plans will be completed for both the Pima County and the City of Tucson securing HUD entitlement funding and attracting other leveraged resources for the benefit of county residents. 8

***Public Benefit:**

Overall, an estimated \$54 million in HUD entitlement resources will be made available for projects addressing housing, community development, homelessness, and special populations in Pima County and the City of Tucson.

***Metrics Available to Measure Performance:**

Upon request, provide technical assistance and training to City and County staff and assist with CARES Act Implementation. Underwrite proposed HOME projects as needed.

***Retroactive:**

Yes, to April 1, 2021. Finalizing documentation delayed contract process. If not approved, HUD funding may not be allocated.

To: COB 6-16-21 (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): 21-341

Amendment No.: 2 AMS Version No.: _____

Commencement Date: 04/01/2019 New Termination Date: 03/31/2022

Prior Contract No. (Synergen/CMS): CT-CD - 19-427

☐ 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) and HOME Investment Partnership Program (HOME)

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: [Signature] 6/14/21

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)

[Signature] 15 June 2021
[Signature] 6/15/21

Pima County Department of Community and Workforce Development**Project:** Consulting Services for Planning, Technical/Training Assistance & Report Planning**Subrecipient:** Kuehl Enterprises, LLC
P.O. Box 642
Humboldt, Arizona 86329**Contract No.:** CT-CR-21-341 (formally CT-CD-19-427)**Contract Amendment No.:** Two (2)

Original Contract Term:	04/01/19-03/31/20	Orig. Contract Amount:	\$150,000.00
Termination Date Prior Amendment:	03/31/2021	Prior Amendments Amount:	\$50,000.00
Termination Date This Amendment:	03/31/2022	This Amendment Amount:	-0-
		Total Amount:	\$200,000.00

DUNS No.: 182889076				
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Federal Contract No.: B-18-UC-04-0502, B-19-UC-04-0502				
Required Match:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Match Amount:				
Indirect Cost Rate:	<input type="checkbox"/> Federal	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis	<input checked="" type="checkbox"/> None
Status of Contractor:		<input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		

CFDA	Program Description	Nation Funding	Pima County Award
14.218	Community Development Block Grant (CDBG)	FY18 \$3,300,000,000	FY18 \$2,903,833.00
14.218	Community Development Block Grant (CDBG)	FY19 \$3,365,000,000	FY19 \$2,945,544.00
14.239	HOME Investment Partnerships Program (HOME)	FY19 \$1,250,000,000	FY19 \$3,263,501.00
14.218	Community Development Block Grant Coronavirus (CDBG-CV)	FY20 \$2,000,000,000	FY20 \$1,748,099.00

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

- 1.1. **Background.** County appropriated \$200,000.00 of FY 2018-2019, FY 2019-2020 Community Development Block Grant ("CDBG") and Community Development Block Grant Coronavirus (CDBG-CV) funds for Kuehl Enterprises, LLC. ("Contractor") to provide planning, technical/training assistance, and underwriting report preparation for City and County HUD Community Planning and Development entitlement grant funding for HUD program years 2020-2025.
- 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-21-341, 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. HUD made "Coronavirus Aid, Relief, and Economic Security Act" or the "CARES Act" resources available to update various CDBG, HOME, Emergency Solutions Grant ("ESG") and Housing Opportunities for Persons with Aids ("HOPWA") plans and policies that were being or had been completed so that they include changes that occurred since the COVID-19 pandemic emergency declarations. To ensure that Subrecipient can complete the Reports and Plans in Exhibit A, paragraph 1.2, the Board of Supervisors finds it is in the best interests of the residents of Pima County to extend the Agreement for one additional year.
- 2.0 **Term and Extensions.** Pursuant to paragraph 1.2, County is renewing this Agreement for one-year. 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

Chair, Board of Supervisors

DATE: _____

ATTEST:

Clerk of the Board

APPROVED AS TO CONTENT:

Director
Department of Community & Workforce
Development

APPROVED AS TO FORM:

Stacey Roseberry, Deputy County Attorney

SUBRECIPIENT

Authorized Signature

DATE: 3-26-21

DATE: _____