



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: July 6, 2021

or Procurement Director Award ☐

*\* = Mandatory, information must be provided*

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

Arizona Board of Regents on behalf of the University of Arizona

**\*Project Title/Description:**

Graduate Assistant Work Program

**\*Purpose:**

To set forth the terms and conditions under which Library will assist University in the administration of graduate assistant work program.

**\*Procurement Method:**

This IGA is non-Procurement contract and not subject to Procurement rules.

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

Library and University desire to work cooperatively to provide meaningful work experience for graduate students.

**\*Public Benefit:**

Enhance library service to the community.

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

Student competencies, Learning outcomes, and Program Evaluation

**\*Retroactive:**

Changes in staff administering the contract and legal council contracts review caused delays in processing this amendment.

TD: COB 6-23-2021  
Vers.: 35  
pgs.: 4

**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: LIB Contract Number (i.e., 15-123): 12\*661  
Amendment No.: 2 AMS Version No.: 35  
Commencement Date: 5/17/2021 New Termination Date: 5/16/2026  
Prior Contract No. (Synergen/CMS): 01-66-A-143972-0511  
☒ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \$800,000.00

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

**\*Funding Source(s) required:** Library District funds-2051

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: Amy Rusk, Library Services Manager or Michelle Simon, michelle.simon@pima.gov, 520-594-5654

Department: Library Telephone: 594-5607

Department Director Signature/Date: Amy Rusk 6/17/21

Deputy County Administrator Signature/Date: Chris Rusk 6/18/21

County Administrator Signature/Date: Chris Rusk 6/18/21  
(Required for Board Agenda/Addendum Items)

**PIMA COUNTY PUBLIC LIBRARY**

**Project: Graduate Assistant Work Program**

**Contractor: Arizona Board of Regents on behalf  
of the University of Arizona**

**Contract No.: CT-LIB-12\*661**

**Contract Amendment No.: 02**

<b>Orig. Contract Term:</b> 05/17/2011 - 05/16/2016	<b>Orig. Amount:</b>	\$800,000.00
<b>Termination Date Prior Amendment:</b> 05/16/2021	<b>Prior Amendments Amount:</b>	\$800,000.00
<b>Termination Date This Amendment:</b> 05/16/2026	<b>This Amendment Amount:</b>	\$800,000.00
	<b>Revised Total Amount:</b>	\$2,400,000.00

**CONTRACT AMENDMENT**

The parties agree to amend the above-referenced contract as follows:

**1. Background and Purpose.**

1.1. **Background.** On May 17, 2011 Pima County Public Library, a political taxing subdivision of the State of Arizona ("Library") and the Arizona Board of Regents on behalf of the University of Arizona ("University") entered into the above referenced agreement Intergovernmental Agreement ("IGA" or "contract") to provide for the Graduate Assistant Work Program. The parties amended the IGA on May 17, 2016 to extend the term and reflect certain other changes.

1.2. **Purpose.** County has reviewed performance under the IGA and finds that participating in University's School of Information Graduate Assistant Work Program is beneficial to the residents of the County and the parties wish to amend and extend the IGA as described under this Amendment.

2. **Term.** The County is exercising a second extension option to renew the contract for one additional five (5) year period commencing on 05/17/2021 and terminating on 05/16/2026. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

**3. ARTICLE III – Financing is amended as follows:**

**3.1. Paragraph A is amended to read as follows:**

This is a cost reimbursement agreement. Library will pay University's actual direct costs associated with each SOI graduate student that is placed into an assistantship with Library pursuant to this Agreement up to the maximum amount set forth in Paragraph B below. Each graduate assistantship will be established for 660 hours with each graduate assistant available for a 20-hour workweek appointment to undertake an approved project at the Library during the fall and spring semesters (38 weeks total). Direct costs are defined as wages, employee related expenses (ERE), tuition, and SOI program fees.

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- 3.2. **Paragraph B** is amended to increase the annual cap for direct costs per graduate assistantship:

FROM: \$33,305.00

TO: \$38,142.00

- 3.3. **Paragraph E** is amended to read:

Invoices shall be sent to:

Michelle Simon

Attn: Library Accounting Office

Pima County Public Library

101 N. Stone Ave.

Tucson, AZ 85701

[Lib\\_Accounting@pima.gov](mailto:Lib_Accounting@pima.gov)

- 3.4. **Paragraph F** is amended to read:

Payments shall be sent to:

University of Arizona FRS-421160

Sponsored Projects and Contracting Services

Office/Sponsored Projects Services

PO Box 41867

Tucson, AZ 85717

- 3.5. **Paragraph G** is amended to read:

Contact for the SOI Program will be

Berlin Loa

Assistant Professor

Knowledge River Program Manager

[berlin@arizona.edu](mailto:berlin@arizona.edu)

520-621-3565

4. **Article XVIII – Notice** is amended to replace Melinda Cervantes with Library Director Amber Mathewson to receive Notice for Library. Notice for the University shall be addressed to:

Technical:

Dr. Catherine Brooks

iSchool Director and Associate Professor

School of Information

PO Box 210076 Harvill Building

University of Arizona

Tucson, AZ 85721

Administrative:

University of Arizona Sponsored Projects and Contracting Services

PO Box 41867

Tucson, AZ 85722-3308

5. **Attachment A - Student Competencies and Learning Outcomes** is amended by the Exhibit A attached hereto.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

**PIMA COUNTY PUBLIC LIBRARY**

\_\_\_\_\_  
Chair, Board of Directors

\_\_\_\_\_  
Date

**ATTEST**

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

\_\_\_\_\_  
Date

**APPROVED AS TO CONTENT**

Amber D. Mathewson

Amber D. Mathewson May 3, 2021 08:30 PDT

Department Head

May 3, 2021

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

Victoria Buchinger

Deputy County Attorney

Victoria Buchinger

Print DCA Name

Apr 29, 2021

\_\_\_\_\_  
Date

**UNIVERSITY**

Mark A. Drury

Arizona Board of Regents  
University of Arizona

Authorized Officer Signature

Mark A. Drury

Contracts Manager

Printed Name and Title

6/3/2021

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

Joshua L J Estavillo

University Legal Counsel

Joshua L J Estavillo

Print ULC Name

June 2, 2021

\_\_\_\_\_  
Date

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Attachment A

**Student Competencies and Learning Outcomes**

From <https://ischool.arizona.edu/ma-library-information-science/competencies>  
(Accessed 04/26/2021)

**M.A. Student Competencies & Learning Outcomes**

We have identified the competencies that you should gain when completing the M.A. in Library & Information Science. These competencies will allow you to begin successful careers in libraries and information centers, and they should be demonstrated and documented in your student portfolios.

**A. Foundational Understandings and Abilities**

A1) Students will demonstrate understanding of basic principles, concepts, and terminology related to the creation, organization, management, access, and use of knowledge and information and will demonstrate the ability to apply them to practical problems.

A2) Students will demonstrate understanding of the nature of research, research methods and the role of research in library and information science and additionally, demonstrate the ability to apply research findings to practical problems.

A3) Students will demonstrate understanding of the use of information and communication technologies including social aspects of information in providing information resources and services in libraries and other information environments.

**B. Disciplinary Knowledge and its Application**

B4) Students will demonstrate knowledge of the principles of organization and representation of knowledge and their application to library and information collections and services in their areas of career interest.

B5) Students will demonstrate knowledge of types of library and information professions, settings, services, and roles and be able to analyze key issues and potential approaches to these in the areas of their career interest.

B6) Students will demonstrate knowledge of the management of information resources, services, and organizations and apply this knowledge to their areas of career interest.

B7) Students will demonstrate knowledge of the roles of interdisciplinary, interprofessional, and community collaboration and alliances in the provision of library and information services.

**C. Ethics and Values in Library and Information Science**

C8) Students will demonstrate an understanding of how diversity contributes to the library and information professions and analyze information issues from diverse perspectives.

C9) Students will demonstrate an understanding of the values and service orientation of the library and information professions and their applications in their areas of career interest.

C10) Students will demonstrate the ability to recognize and analyze ethical issues and dilemmas in library and information settings and propose reasoned courses of action.