



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: September 21, 2021

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

International Sonoran Desert Alliance

**\*Project Title/Description:**

Emergency Services Network (ESN)

**\*Purpose:**

International Sonoran Desert Alliance (ISDA), a subrecipient, will provide information on resources available to community members for emergency financial assistance, to prevent utility disconnection. ISDA will work with low-income households experiencing a temporary financial crisis to determine household needs, determine eligibility for programs and process applications for assistance.

Utility shut-off eligibility case management is conducted under the Low Income Home Energy Assistance Program (LIHEAP). Based on review of the LIHEAP application, County issues a voucher to the utility company.

This amendment will provide additional funding of \$29,000.00 and extend the contract for one year for the period July 1, 2021 to June 30, 2022.

Attachment: Contract Number CT-CR-21-135 (Amendment 3)

**\*Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. RFP-CSET-CSBG-2018-09 was conducted with delegated authority.

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

ISDA will serve 100 eligible low-income households experiencing a temporary financial crisis in order to prevent utility disconnection.

**\*Public Benefit:**

The benefit of the program is that it will help in alleviating poverty and promoting self-sufficiency.

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

Monthly financial and program performance reports;  
Annual audit of agency's finances;  
Monitoring of activities; and  
Reconciliation of ESN database.

**\*Retroactive:**

Yes, due to budgets for subrecipients could not be written until the County received the executed funding agreement from the State which was July 28, 2021. The negative impact of not approving this amendment is low-income families will not receive emergency utility and rental/mortgage financial assistance for an additional year.

To: COB 9-15-21<sup>(1)</sup>  
vers.: 2  
pgs.: 5

**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): 21-135Amendment No.: 3 AMS Version No.: 2Commencement Date: 07/01/21 New Termination Date: 06/30/22Prior Contract No. (Synergen/CMS): CT-CS-18-402☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 29,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_**\*Funding Source(s) required:** AZ Dept of Economic Security/US Dept of Health & Human Services Low Income Home Energy Assistance Program (LIHEAP)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 HartDepartment: Community & Workforce Development Telephone: 724-5723Department Director Signature/Date: [Signature] 9/10/21Deputy County Administrator Signature/Date: [Signature] 9/14/21County Administrator Signature/Date: [Signature] 9/14/21  
(Required for Board Agenda/Addendum Items)

**Pima County Department of Community & Workforce Development  
Community Action Agency Program**

**Project:** Emergency Services Network (ESN)

**Awardee:** International Sonoran Desert Alliance  
PO Box 687  
Ajo, AZ 85321

**Contract No.:** CT-CR-21-135

**Contract Amendment No.:** Three

<b>DUNS No.:</b> 179480595		<b>SAM Registration Date:</b> 8/16/21	
<b>Research or Development:</b>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Federal or State Contract No.:</b> DI20-002265		<b>Award Date:</b>	2020
<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"/>	<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

Original Contract Term:	07/01/18 – 06/30/19	Orig. Contract Amount:	\$29,000.00
Termination Date Prior Amendment:	06/30/21	Prior Amendments Amount:	\$58,000.00
Termination Date This Amendment:	06/30/22	This Amendment Amount:	\$29,000.00
		Revised Total Amount:	\$116,000.00

CFDA	Grant Program	National Funding	Pima County Award
93.568	Arizona Department of Economic Security, Division of Aging and Adult Services (ADES/DAAS)/U.S. Department of Health and Human Services (USHHS) Low Income Home Energy Assistance Program (LIHEAP)	\$3,255,435,546	\$3,637,670

**GRANT FUNDED AGREEMENT – AMENDMENT THREE**

**1. BACKGROUND AND PURPOSE.**

1.1 **Background.** On July 3, 2018 Pima County ("County") and International Sonoran Desert Alliance ("Subrecipient"), entered into the above referenced contract to provide supportive services and emergency assistance to the eligible low-income families in Pima County.

1.2 **Purpose.** County through its Community Action Agency, as Grantee, is the recipient of State and Federal Grants for operating the local Emergency Services Network ("ESN") to provide emergency financial assistance for qualified households to prevent homelessness or utility disconnection. County is the Subrecipient of USHHS funds and is authorized to pass those funds along to other entities, including Subrecipient, for eligible services. County wishes to continue the ESN services provided by Subrecipient for an additional year.

**2. TERM, EXTENSIONS and AMENDMENTS.** Pursuant to Paragraph 1.2, County exercises the third of four available extension options. This Contract will terminate on June 30, 2022.

**3. SCOPE OF SERVICES.** The Commencement Date for this Amendment No. 3 is July 1, 2021.

4. **COMPENSATION AND PAYMENT.** Paragraph 3.1 is amended to increase “the Maximum Allocated Amount” from \$87,000.00 to \$116,000.00. In addition, the table in Paragraph 3.2 is deleted in its entirety and replaced with the following:

Funding Source	Maximum Allocated Amount				Total Anticipated Expenditure
	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22	
LIHEAP (from USHHS/through ADES/DAAS)	\$29,000.00	\$29,000.00	\$29,000.00	\$29,000.00	\$116,000.00
<b>Allocation TOTAL</b>	<b>\$29,000.00</b>	<b>\$29,000.00</b>	<b>\$29,000.00</b>	<b>\$29,000.00</b>	<b>\$116,000.00</b>

5. **EXHIBIT A – SCOPE OF WORK,** is amended as follows:

- 5.1 **CLIENT INCOME GUIDELINES.** Exhibits B-1, B-2, and B-3 Client Income Guidelines are deleted in their entirety and replaced with updated guidelines listed in Exhibits B-1 and B-2 attached to this Amendment No. 3.

- 5.2 **BUDGET.** The table is deleted in its entirety and replaced with the following:

For services provided July 1, 2021 through June 30, 2022.

Budget Line Item	Projected LIHEAP
<b>Operating Budget</b>	
*Salaries/ERE	\$20,000.00
Professional Services	\$320.00
Rent/Utilities	\$1,800.00
Travel	\$230.00
Materials & Supplies	\$1,750.00
Operating Services	\$2,000.00
Administrative Expenses (10% limit)	\$2,900.00
<b>Total Operating Budget</b>	<b>\$29,000.00</b>
<b>Other Allocation(s)</b>	
Client Vouchers	-0-
<b>TOTAL BUDGET</b>	<b>\$29,000.00</b>

\*At least \$10,000.00 must be allocated towards personnel costs associated with LIHEAP direct client services. For example, case managers determining LIHEAP eligibility, case management and providing energy education directly to client.

- 5.1.1. **Paragraph 6.2,** is amended as follows:

For **July 1, 2021 through June 30, 2022**, Awardee will serve the following number of households through the funding source:

CLIENT FUNDING SOURCE	ESN Code	NUMBER OF HOUSEHOLDS	NUMBER OF SERVICES PROVIDED
LIHEAP	77	100	135

**SIGNATURE PAGE TO FOLLOW**

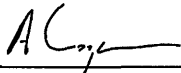
All other provisions of this Agreement, not specifically changed by this amendment, will remain in effect and be binding upon the parties.

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

SUBRECIPIENT

\_\_\_\_\_  
Sharon Bronson  
Chair, Board of Supervisors

  
\_\_\_\_\_  
Authorized Officer Signature

\_\_\_\_\_  
Date

Aaron Cooper  
\_\_\_\_\_  
Please print name


ATTEST

\_\_\_\_\_  
Executive Director  
Title


\_\_\_\_\_  
Clerk, Board of Supervisors

9/3/2021  
\_\_\_\_\_  
Date

APPROVED AS TO CONTENT

  
\_\_\_\_\_  
Daniel Sullivan, Director or designee  
Community & Workforce Development

APPROVED AS TO FORM

  
\_\_\_\_\_  
Stacey Roseberry, Deputy County Attorney

# EXHIBIT B-1

SFY 2022 DES/DAAS Community Action Programs and Services Income Limits, Energy Points and Poverty Interval Reporting Factors Effective  
July 1 2021 through June 30 2022

ALERT SFY-  
22-K.A1

30-DAY INCOME LIMITS FOR COMMUNITY ACTION PROGRAMS						LIHEAP ENERGY POINTS FOR HOUSEHOLD INCOME				FYI - POVERTY INTERVAL SCALES FOR REFERENCE OR REPORTING HOUSEHOLD POVERTY LEVELS - VARIOUS PROGRAMS							
HH SIZE	30 DAY INCOME LIMIT FOR LIHEAP	STCS - TANF- NHN 125% OF FPL	STCS - TANF - NHN 150% FPL FOR VULNERABLE - SENIORS OR DISABLED	NHN - 125% OF FPL NO VULNERABLE	CSBG 200%	A 5 ENERGY POINTS IF AT OR UNDER (25% OF INCOME LIMIT)	B 4 ENERGY POINTS IF HIGHER THAN (A) AND AT OR UNDER B (50% OF INCOME LIMIT)	C 3 ENERGY POINTS IF HIGHER THAN (B) AND AT OR UNDER C (75% OF INCOME LIMIT)	D 2 ENERGY POINTS IF HIGHER THAN (C) AND AT OR UNDER D (100% OF THE INCOME LIMIT)	A 0-25% OF POVERTY	B 26-50% OF POVERTY	C 51-75% OF POVERTY	D 76-100% OF POVERTY - GREATER THAN A, & LESS THAN OR = TO B	E 101-125% OF POVERTY - GREATER THAN B, & LESS THAN OR = TO C	F 126-150% OF POVERTY - GREATER THAN C & LESS THAN OR = TO D	G 200% OF POVERTY (WX) and CSBG COVID-19 Funds	
1	\$2,201	\$1,342	\$1,610	\$1,342	\$2,147	\$550	\$1,100	\$1,650	\$2,201	\$268	\$537	\$805	\$1,073	\$1,342	\$1,610	\$2,147	
2	\$2,878	\$1,815	\$2,178	\$1,815	\$2,903	\$719	\$1,439	\$2,158	\$2,878	\$363	\$726	\$1,089	\$1,452	\$1,815	\$2,178	\$2,903	
3	\$3,556	\$2,288	\$2,745	\$2,288	\$3,660	\$889	\$1,778	\$2,667	\$3,556	\$458	\$915	\$1,373	\$1,830	\$2,288	\$2,745	\$3,660	
4	\$4,233	\$2,760	\$3,313	\$2,760	\$4,417	\$1,058	\$2,116	\$3,174	\$4,233	\$552	\$1,104	\$1,656	\$2,208	\$2,760	\$3,313	\$4,417	
5	\$4,910	\$3,233	\$3,880	\$3,233	\$5,173	\$1,227	\$2,455	\$3,682	\$4,910	\$647	\$1,293	\$1,940	\$2,587	\$3,233	\$3,880	\$5,173	
6	\$5,588	\$3,706	\$4,448	\$3,706	\$5,930	\$1,397	\$2,794	\$4,191	\$5,588	\$741	\$1,483	\$2,224	\$2,965	\$3,706	\$4,448	\$5,930	
7	\$5,715	\$4,179	\$5,015	\$4,179	\$6,687	\$1,428	\$2,857	\$4,286	\$5,715	\$836	\$1,672	\$2,508	\$3,343	\$4,179	\$5,015	\$6,687	
8	\$5,842	\$4,652	\$5,583	\$4,652	\$7,443	\$1,460	\$3,921	\$4,381	\$5,842	\$930	\$1,861	\$2,791	\$3,722	\$4,652	\$5,583	\$7,443	
9	\$6,150	\$5,125	\$6,150	\$5,125	\$8,200	\$1,537	\$3,075	\$4,612	\$6,150	\$1,025	\$2,050	\$3,075	\$4,100	\$5,125	\$6,150	\$8,200	
10	\$6,717	\$5,598	\$6,717	\$5,602	\$8,957	\$1,679	\$3,358	\$5,037	\$6,717	\$1,120	\$2,239	\$3,359	\$4,478	\$5,598	\$6,717	\$8,957	
11	\$7,285	\$6,071	\$7,285	\$6,075	\$9,713	\$1,821	\$3,642	\$5,463	\$7,285	\$1,214	\$2,428	\$3,643	\$4,857	\$6,071	\$7,285	\$9,713	
12	\$7,852	\$6,544	\$7,852	\$6,548	\$10,470	\$1,963	\$3,926	\$5,889	\$7,852	\$1,309	\$2,618	\$3,926	\$5,235	\$6,544	\$7,852	\$10,470	
13	\$8,420	\$7,017	\$8,420	\$7,021	\$11,227	\$2,105	\$4,210	\$6,315	\$8,420	\$1,403	\$2,807	\$4,210	\$5,613	\$7,017	\$8,420	\$11,227	
14	\$8,987	\$7,490	\$8,988	\$7,494	\$11,983	\$2,246	\$4,493	\$6,740	\$8,987	\$1,498	\$2,996	\$4,494	\$5,992	\$7,490	\$8,987	\$11,983	
15	\$9,555	\$7,963	\$9,555	\$7,967	\$12,740	\$2,388	\$4,777	\$7,166	\$9,555	\$1,593	\$3,185	\$4,778	\$6,370	\$7,963	\$9,555	\$12,740	
16	\$10,122	\$8,436	\$10,122	\$8,440	\$13,497	\$2,530	\$5,061	\$7,501	\$10,122	\$1,688	\$3,374	\$5,062	\$6,748	\$8,436	\$10,122	\$13,497	
17	\$10,690	\$8,909	\$10,690	\$8,913	\$14,254	\$2,672	\$5,345	\$8,017	\$10,690	\$1,783	\$3,563	\$5,346	\$7,126	\$8,909	\$10,690	\$14,254	
OVER 17	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	
	\$568	\$473	\$568	\$473	\$757	\$142	\$284	\$426	\$568	\$95	\$189	\$284	\$378	\$473	\$568	\$757	

K:\Programs\DAAS\ALERT\ALERTS SFY 2022\SFY22ATTHEM\Topology of AD Income Thresholds Chart SFY 22

**COMMUNITY ACTION AGENCY**

SFY 2021 Simplified LIHEAP Income Chart

Effective July 1, 2021 through June 30, 2022

**60 percent of State Median Income (SMI) is used for households  
sized 7 and under****150 percent of Federal Poverty Guideline (FPL) is used for  
households sized 8 and over****Household Size****30 Day Gross Income Limit**

(Dollar Amount)

1	\$2,201
2	\$2,878
3	\$3,556
4	\$4,233
5	\$4,910
6	\$5,588
7	\$5,715
8	\$5,842
9	\$6,150
10	\$6,718
11	\$7,285
12	\$7,852

**For each additional household member, add \$560**

Figures derived from information dated May 14, 2021 from Arizona Department of Economic Security, Division of Aging & Adult Services Community Services Unit.

I, \_\_\_\_\_, declare that I meet the above income guidelines under Household Size \_\_\_\_\_. I am also aware of the Agency's Grievance Procedures, Confidentiality Policy, and Release of Information Policy.

\_\_\_\_\_  
Signature & Date

**Community Services • Pima County Housing Center**  
801 W. Congress St., Tucson AZ 85745 • Phone: 520-724-2460