



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

☐ Award ☒ Contract ☐ Grant

**Requested Board Meeting Date:** 10/05/21

**\* = Mandatory, information must be provided**

**or Procurement Director Award** ☐

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

Bosse Rollman PC

**\*Project Title/Description:**

Pima County Sheriff's Department Employee Disciplinary Matters

**\*Purpose:**

To Continue to provide legal advice to, and legal representation of, the Pima County Sheriff's Department regarding employee disciplinary matters.

**\*Procurement Method:**

Legal services for pending or anticipated litigation are exempt under Procurement code 11.04.020(c).

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

Contractor will continue to provide legal advice to, and legal representation of, the Pima County Sheriff regarding disciplinary matters pertaining to Pima County Sheriff's Department Employees when such advice or legal representation cannot be provided by the Pima County Attorney's Office due to a conflict of interest.

**\*Public Benefit:**

Contractor will be available in the event of a conflict of interest.

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

Contractor will continue to submit invoices to the County on a monthly basis or upon completion of a specific task, whichever is sooner. Contractor will provide County with a letter report detailing activities performed as a part of each invoice.

**\*Retroactive:**

Yes, matter is already in progress.

TO: COB 9-22-21 (1)  
Vers.: 6  
Pgs.: 2

**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: FNC Contract Number (i.e., 15-123): 21\*197Amendment No.: 5 AMS Version No.: 6Commencement Date: 8/31/2021 New Termination Date: 9/10/2022 *RW*Prior Contract No. (Synergen/CMS): CT-FN-17\*123☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 25,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_**\*Funding Source(s) required:** County Administrator's Contingency FundFunding 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): \_\_\_\_\_

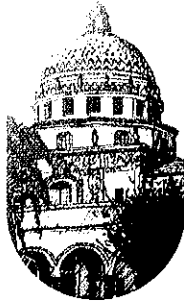
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_

☐ 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: Deimos ThorneDepartment: PCAO Civil Division - BTU Telephone: (520) 724-8274Department Director Signature/Date: *[Signature]* 09/15/2021

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date: *[Signature]* 9/16/21  
(Required for Board Agenda/Addendum Items)

**Laura Conover**  
Pima County Attorney

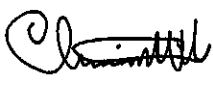


(520) 724-5700  
pcao.pima.gov  
32 N. Stone Avenue, Suite 2100  
Tucson, AZ 85701

Civil Division

## MEMORANDUM

To: C.H. Huckelberry, Pima County Administrator

From: Chris Straub, Civil Deputy County Attorney 

Date: September 16, 2021

Subject: Request for Financial Extension on CT-FNC-21\*197

The Civil Division of the Pima County Attorney's Office respectfully requests that you approve a request additional funds for the contract for the provision of legal services from Bosse Rollman, PC.

Bosse Rollman, PC was selected to provide as-needed legal services and representation to Pima County Sheriff's Department with respect to employee disciplinary matters. The Board of Supervisors recently approved an extension of the contract to September 19, 2022.

We are now requesting an increase to the existing contract of amount of \$25,000.00, which is funded by the County Administrator's Contingency Fund. This amendment will add an additional \$25,000.00 to the contract.

If the above meets your approval, please sign below:

I hereby approve the contract extension for professional services of Bosse Rollman, PC.

  
C. H. Huckelberry, Pima County Administrator

9/16/21  
Date

**Pima County Attorney's Office**

**Project: Pima County Sheriff's Department Employee Disciplinary Matters**

**Contractor: Bossé Rollman, PC**  
3507 North Campbell Ave, Ste 111  
Tucson AZ 85719

**Contract No.: CT-FNC-21\*197**

**Contract Amendment No.: 05**

|  |                                 |              |
|--|---------------------------------|--------------|
| <b>Orig. Contract Term:</b> 9/20/16 – 9/20/18    | <b>Orig. Amount:</b>            | \$ 50,000.00 |
| <b>Termination Date Prior Amendment:</b> 9/19/22 | <b>Prior Amendments Amount:</b> | \$ 0.00      |
| <b>Termination Date This Amendment:</b> 9/19/22  | <b>This Amendment Amount:</b>   | \$ 25,000.00 |
|  | <b>Revised Total Amount:</b>    | \$ 75,000.00 |

#### **CONTRACT AMENDMENT #5**

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

**1. Background and Purpose.**

**1.1. Background.** On September 20, 2016, County and Contractor entered into the above referenced agreement to provide legal advice to and legal representation of the Pima County Sheriff regarding disciplinary matters pertaining to Pima County Sheriff's Department Employees.

**1.2. Purpose.** County requires additional funds for the provision of legal advice and representation.

**2. Maximum Payment Amount.** The maximum amount the County will spend under this Contract, as set forth in Section 5.2, is increased by \$25,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$75,000.00.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

**Contract No.: CT-FNC-21\*197**

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

**PIMA COUNTY**

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

\_\_\_\_\_  
Date

**CONTRACTOR**

Richard Rollman  
Authorized Officer Signature

Richard Rollman Pres  
Printed Name and Title

9-16-2021  
Date

**ATTEST**

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

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**

Victoria Buchinger  
Deputy County Attorney

Victoria Buchinger  
Print DCA Name

September 16, 2021  
Date

**APPROVED AS TO CONTENT**

Christopher Straub  
Deputy County Attorney

Christopher Straub  
Print DCA Name

09/15/2021  
Date

Contract No.: CT-FNC-21\*197

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