



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 11/2/2021
or Procurement Director Award: ☐

* = Mandatory, information must be provided

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

City of Tucson

***Project Title/Description:**

Fiscal Agent Pima County/Emergency Food and Shelter to Families and Individuals encountered by the Department of Homeland Security (DHS).

***Purpose:**

Increase the City's funding for emergency food and hotel shelter as well as to include reimbursement for transportation services provided by the City's Sun Tran bus service. Specifically, Sun Tran supports logistics in shuttling asylum seekers between shelter sites and Tucson International Airport.

***Procurement Method:**

This contract is not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

Reimbursement of eligible expenditures in providing food, shelter, and transportation to asylum seekers.

***Public Benefit:**

These services keep legally-present homeless, immigrant families off the streets and help them to reach their relatives or sponsors within the United States, improve community safety, and enhance the general and economic welfare of the inhabitants of the County and the City.

***Metrics Available to Measure Performance:**

Daily logs of migrants served, daily logs of meals served, and spreadsheet reflecting actual expenses incurred.

***Retroactive:**

Yes, the funding covers eligible expenses incurred June 1, 2021 – December 31, 2021.

COB 10-26-21 (1)
VERS: 5
PGS: 5
APPENDUM

TO: COB 10-26-21 (1)
VERS: 5
PGS: 5
APPENDUM

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

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: GMI Contract Number (i.e., 15-123): 21*0484
Amendment No.: 1 AMS Version No.: 5
Commencement Date: 9/1/2021 New Termination Date: 12/31/2021
Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 1,315,405.00

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

***Funding Source(s) required: Emergency Food and Shelter National Board Program (EFSP), pursuant to the American Rescue Plan Act of 2021, Section 4008.**

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: Regina Kelly / Alicia Montoya (520) 724-4004

Department: Grants Management & Innovation (GMI)

Telephone: (520) 724-6679

Department Director Signature: _____ Date: 10/25/21

Deputy County Administrator Signature: _____ Date: _____

County Administrator Signature: _____ Date: 10/25/2021

Pima County, Grants Management & Innovation (GMI)			
PROJECT: City of Tucson / Pima County Emergency Food and Shelter to Families and Individuals encountered by the Department of Homeland Security (DHS)			
CONTRACT NO.: CT-GMI-21*0484			
CONTRACT AMENDMENT NO.: One (1)			
Orig. Contract Term: 03/01/2021 – 11/30/2021		Orig. Amount:	\$545,700.00
Termination Date Prior Amendment: N/A		Prior Amendment Amount:	\$0
Termination Date This Amendment: 12/31/2021		This Amendment Amount:	\$1,315,405.00
		Revised Total Amount:	\$1,861,105.00
DUNS No.: 072450869		FEIN: 866000266	
Research or Development:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Award Date: 04/09/2021			
Required Match:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount:	\$0
Indirect Cost Rate:	<input checked="" type="checkbox"/> None		
Status of Contractor:		<input checked="" type="checkbox"/> Contractor	
CFDA	Grant Program	National Funding	Pima County Award
97.024	Emergency Food and Shelter National Board Program (EFSP), pursuant to the American Rescue Plan Act of 2021, Section 4008	\$110,000,000.00	\$2,126,370.72

AMENDMENT ONE

1. Background and Purpose.

1.1. Background. On June 22, 2021, Pima County (“County”) and the City of Tucson (“City”), entered into the above-referenced Intergovernmental Agreement (“Agreement”) to provide emergency food and shelter in local hotels for both COVID-19 positive and COVID-19 negative families and individuals encountered by DHS. County, as Grantee, received federal grant funding from the EFSP Supplemental Funding Program to provide services to asylum seekers. In addition, the Local Board identified Pima County Grants Management & Innovation (GMI) as the Fiscal Agent for the jurisdiction. The EFSP Supplemental Funds program grant ends on December 31, 2021.

- 1.2. Purpose.** The parties want to increase the City’s funding for emergency food and hotel shelter as well as to include reimbursement for transportation services provided by the City’s Sun Tran bus service for expenses incurred from June 1, 2021 through December 31, 2021. These services keep legally-present, homeless, immigrant families off the streets and help them to reach their relatives or sponsors within the United States, improve community safety, and enhance the general and economic welfare of the inhabitants of the County and the City. Specifically Sun Tran transportation supports logistics in shuttling asylum seekers between shelter sites and Tucson International Airport.
- 2. Term.** This Amendment No. 1 commences on September 1, 2021 and terminates on December 31, 2021. 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. City Responsibilities.** City shall continue to provide the Program Services in Section 2 of fully executed agreement (06/22/2021) **Exhibit A** which is amended to also include local transportation via the City’s Sun Tran bus services. In addition, the Budget in Section 4 is replaced in its entirety with the following:

Funded Services	Budget
Hotel	\$975,600.00
Meals	\$219,600.00
Local Transportation	\$120,205.00
Total	\$1,315,405.00

4. Financing.

- 4.1.** Funding for this Agreement comes from the Emergency Food and Shelter National Board Program (EFSP). County will only reimburse the City’s costs if County continues to receive EFSP Supplemental Funding via advance or reimbursement. County may deny payment of services if County deems the cost ineligible or rejects the cost due to lack of additional EFSP Supplemental Funding.
- 4.2.** The NTE Amount in Section 6.1 of fully executed agreement (06/22/2021) is increased so that County may reimburse the City up to **\$1,315,405.00** for food, shelter and local transportation including any sales taxes.
- 4.3.** Local transportation services must be documented on **Exhibit B-1** (1 page) based on actual costs using the City’s allocation-based method (# Hours x \$87.38 Cost Per Hour). The following must be provided with the expenditures:
- 4.3.1.** Daily logs of migrants served (**Exhibit B-1**).
- 4.3.2.** Invoices for transportation services reflecting expenses incurred. (**Exhibit B-2**, 1 page).

5. Counterparts. This Amendment No. 1 may be executed in counterparts, each of which, when taken together, will constitute one original contract.

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

PIMA COUNTY:

CITY:

Chair, Board of Supervisors

Mayor

Date

Date

ATTEST

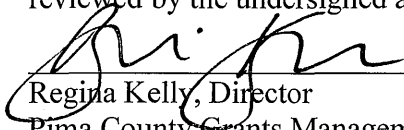
ATTEST

Clerk of the Board

City Clerk

Approval

The foregoing Intergovernmental Agreement Amendment between County and City has been reviewed by the undersigned and is hereby approved as to content.




Regina Kelly, Director
Pima County Grants Management & Innovation

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement between County and the City has been reviewed by the undersigned, each of whom has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the party he or she represents.

PIMA COUNTY:

CITY



Deputy County Attorney

City Attorney

EXHIBIT B-1 (1 page)

Emergency Food and Shelter Program

American Rescue Plan Act of 2021 Humanitarian Relief Funding

TRANSPORTATION DAILY LOG

Jurisdiction ID (6 digits) and Name	
LRO ID (9 digits) and Name	
LRO Street Address, City, State, Zip	

[illegible]

Daily log must show a daily count. Sample daily logs and guidance are available on EFSP website at Supplemental Funding Information. Spreadsheets and daily logs must be submitted electronically on EFSP website. Spreadsheets and daily logs alone are not sufficient. Copies of supporting documentation (proof of payment or receipts/invoices) of eligible expenditures must be submitted.

PAYMENT AND REIMBURSEMENT

[illegible]