

COB - BOSAIR FORM

05/22/2026 9:29 AM (MST)

Submitted by McKenzie.Nottingham@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number:

Amplifund Grant Record Number: 106964

Award Type: Grant

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 06/09/2026

Supplier / Customer / Grantor / Subrecipient: Bridgeway Health Solutions of Arizona, Inc. (DBA Arizona Complete Health Solutions)

Project Title / Description: Transition Center Expansion - Community Investment Award

Purpose: The Department of Justice Services Director met with a contact at Bridgeway Health Solutions of Arizona, Inc. (DBA Arizona Complete Health Solutions) in February 2026, as the organization expressed interest in supporting the Transition Center's physical expansion. An application invitation was sent to Justice Services to apply for funds through the organization's portal on February 27, 2026. Justice Services applied for funds and was formally awarded via email on May 11, 2026. Justice Services requests approval of funds to proceed with expenditure towards the physical expansion of the Transition Center.

This award contributes to the physical Transition Center Expansion project by procuring a secondary modular unit to connect to the existing modular unit. Current facilities limit Justice Services' ability to accommodate growing operational and collaborative demands. The proposed modular unit will expand existing facilities and address current space limitations that constrain in-person service delivery, staff collaboration, partner coordination, and public access. This expansion will strengthen operational capacity, improve efficiency, and provide the needed space to better support justice-involved individuals and system partners. By building on existing infrastructure and a proven countywide role, this project will help Justice Services meet growing demand more efficiently, with better coordination and greater community impact.

This award provides partial funding towards the total quoted project cost. Justice Services will continue to explore alternate funding to cover remaining expenses. Justice Services continues to pursue additional funding through other local government or private contributions. If unable to procure additional funding immediately, Justice Services will request consideration for contingency funding to launch this project while continuing to pursue outside funding.

Award notification was on May 11, 2026; however, no funds will be expended until Board acceptance.

May 11, 2026 - May 10, 2027
\$100,000.00

Procurement Method: Grant: Not applicable

Procurement Method Additional Info: N/A

Program Goals/Predicted Outcomes: This expansion is necessary because Justice Services has recently doubled the number of Transition Center personnel and expanded its hours and days of operation to meet increased community demand for in-person services. The current facility is at full capacity and cannot adequately accommodate the additional personnel required to sustain growth. Additional space is needed to support continued, uninterrupted operations, provide necessary workstations, and improve personnel safety.

Pima County Justice Services will lead project implementation and coordinate with County-approved vendors for modular acquisition, construction, utility connections, and furniture installation. Justice Services is prepared to move forward promptly, and the expanded facility will position the Transition Center to meet increased demand with greater efficiency, safety, and service impact.

Public Benefit and Impact: The proposed modular will provide space and necessary accommodations to safely and adequately expand operations and deliver quality high-demand community services.

Strategic Plan Pillar

- Quality of Life
- Public Service

Support of Prosperity Initiative:

- C-S-3. Prevent and Reduce Crime

Provide information that explains how this activity supports the selected Prosperity Initiatives The award supports the Transition Center's operational expansion and mission to continue improving public safety, reducing future arrests, increasing court appearances, promoting recovery through referrals, and supporting the community at large.

Metrics Available to Measure Performance: The grantor will monitor programmatic and fiscal compliance. Justice Services continues to collect and analyze programmatic and community impact data, which is made available in annual reports.

Retroactive:

NO

Grant / Amendment Information (for grants acceptance and awards)

Record Number:

Euna Grant Record Number: 106964

Type: Award

Department Code: JS

Euna Grant Record Number: 106964

Amendment Number: 0

Commencement Date: 05/11/2026

Termination Date: 05/10/2027

Advantage Initial GTAW# (If Applicable): 0

Total Revenue Amount:

\$100,000.00

Total Match Amount

\$0.00

Advantage Grant ID # (If Applicable): 0

All Funding Source(s) required: Bridgeway Health Solutions of Arizona, Inc. (DBA Arizona Complete Health Solutions) Advanced

Does PCAO need to review the grant award (or grant amendment)?

NO

Does PCAO need to sign the grant award (or grant amendment)?

NO

Match funding from General Fund?

NO

Match funding from other sources?

NO

Are Federal Funds Involved?

NO

Department: Justice Services

Name: McKenzie Nottingham

Telephone: 5207249933

GMI Director: Dorothee Harmon for Ken Walker

Date: 5/22/2026

Department Director Signature: 

Date: 5/22/26

Deputy County Administrator Signature: 

Date: 5-26-2026

County Administrator Signature: _____

Date: 5/26/2026

Gizelle Morales

From: McKenzie Nottingham
Sent: Thursday, May 21, 2026 3:48 PM
To: Emma McMahon
Subject: FW: Transition Center Expansion Capital Grant Payment Processing: Response Required
Attachments: Accounts Payable Payment Authorization Form 2026.pdf; INVOICE SAMPLE TEMPLATE.docx

McKenzie B. Nottingham

Contract Coordinator I

mckenzie.nottingham@pima.gov

From: Arizona Complete Health <noreply@system.versaic.com>
Sent: Monday, May 11, 2026 11:35 AM
To: McKenzie Nottingham <McKenzie.Nottingham@pima.gov>
Cc: jubia.m.dye@azcompletehealth.com; JUKNIGHT <JUKNIGHT@azcompletehealth.com>
Subject: Transition Center Expansion Capital Grant Payment Processing: Response Required

You don't often get email from noreply@system.versaic.com. [Learn why this is important](#)

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

Dear McKenzie,

Congratulations on Arizona Complete Health's sponsorship award of \$100,000.00 for Transition Center Expansion. Our Finance Department has requested the following forms to be completed to proceed with setting you up in our system for payment. I have included some hopefully, easy-to-follow instructions below, but always feel free to call me if you have any questions.

- Provide **PDF invoice** with your most current address.
- Complete the attached Vendor/Provider Payment Authorization Form.
 - If signing up for check payment: **ONLY** complete the "vendor information" section on the Payment Authorization form.
 - If signing up for ACH payment: You must complete the Vendor Information, Financial Institution Information, and Authorization sections. Provide a copy of a voided check or bank letter. The bank letter needs to be signed by the bank and dated; it cannot be older than 16 months.
- In the body of your email, provide name, number, and title of person that our Finance Department may call to confirm the payment method selected. Note: It cannot be the person who signs the Payment Authorization Form or person who submits the forms.

Thank you,

Melissa Dye
Community Relations/Community Giving Lead

