

COB - BOSAIR FORM

04/10/2026 9:54 AM (MST)

Submitted by Lupe.Fimbres@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: PO RPS CT_2400000000000000444

Award Type: Contract

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 04/21/2026

Signature Only:

NO

Procurement Director Award / Delegated Award: • N/A

Supplier / Customer / Grantor / Subrecipient: Southwestern Fair Commission, Inc.

Project Title / Description: Amendment to License Agreement Granting use to Office Space

Purpose: The Amendment will extend the Agreement for an additional two (2) years. The License Agreement with the Southwest Fair Commission ("Licensor") grants use of office space to Pima County (the "County") to be occupied by the Pima County Sheriff's Department (the "Sheriff") for use as temporary substation. The Licensor has a 2,400 square foot office building known as the Old West Building located within the Pima County Fair Grounds at 11300 S. Houghton Road (the "Property"). RPS File-LCP-0198

Procurement Method: Real Property Agreements, land Titles, Appraisals, Relocation, Property Management: Exempt per Section 11.04.020

Procurement Method Additional Info: N/A

Program Goals/Predicted Outcomes: Sheriff will have a temporary substation for an additional two (2) years within the boundaries of the Property to serve the surrounding unincorporated area.

Public Benefit and Impact: The License will provide the Sheriff with space in which to provide services to the community.

Budget Pillar • Core functions & excellent service

Support of Prosperity Initiative: • N/A

TO: COB, 4/08/26(1)

VERSION: 3

PAGES: 2

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Provide information that explains how this activity supports the selected Prosperity Initiatives N/A

Metrics Available to Measure Performance: Rental rate is based on a rental study by Real Property Services. The rental rate will stay the same at \$3,502.00 per month.

Retroactive: NO

Amendment / Revised Award Information

Record Number: PO RPS CT_2400000000000000444

Document Type: PO

Department Code: RPS

Contract Number: CT_2400000000000000444

Amendment Number: 2

Commencement Date: 05/06/2026

Termination Date: 05/06/2028

Is the Termination Date new? YES

Classification: Expense

Adjust Level: No change

Prior Contract Number (If Applicable): CT-RPS-24*0444

Amount This Amendment:

\$84,048.00

Funding Source(s) required: SD-Vail District

Funding from General Fund? NO

Contract is fully or partially funded with Federal Funds? NO

Department: Real Property Services

Name: Rita Leon

Telephone: 520-724-6462

Add GMI Department Signatures

No

Department Director Signature: George Cardieri Date: 4/3/26

Deputy County Administrator Signature: [Signature] Date: 4/3/2024

County Administrator Signature: _____ Date: 4/2/2024

Pima County ("COUNTY")

Project: Amendment to License Agreement Granting use of Office Space
(Also known as the Old West Building)

LICENSOR: SOUTHWESTERN FAIR COMMISSION, INC. ("LICENSOR")

Contract No.: CT_240000000000000444

Contract Amendment No.: Two (2)

Orig. Contract Term: 05/07/21 – 05/06/2024	Orig. Amount:	\$122,400.00
Termination Date Prior Amendment: 05/06/26	Prior Amendments Amount:	\$ 84,048.00
Termination Date This Amendment: 05/06/2028	This Amendment Amount:	\$ 84,048.00
	Revised Total Amount:	\$ 290,496.00

SECOND AMENDMENT TO LICENSE AGREEMENT

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

1. Background and Purpose.

1.1. Background. On May 07, 2021, County and Contractor entered into the above referenced agreement to provide a temporary substation for the Pima County Sheriff's Department, and Amended on May 7, 2024

1.2. Purpose. County has a need for temporary substation for the Pima County Sheriff's Department. Licensor, which operates and is in control and possession of the Pima County Fairgrounds under its operating agreement with the County, has available approximately 2,400 square feet of The Old West Building, located at 11300 S. Houghton Rd. (the "Premises" see "Exhibit A").

1.3. Effective Date: May 6, 2026

2. MODIFICATION OF LICENSE. County and Licensor hereby agree to modify the terms of the License as follows.

2.1 Term: The Term of the License is hereby extended for an additional Two (2) years ending on May 6, 2028.

2.2 Consideration: County will pay Licensor rent for the Premises in the amount of Three Thousand Five hundred and Two dollars per month (\$3,502.00), on the first day of each month.

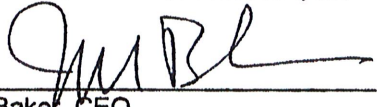
3. **REMAINING LEASE TERMS UNCHANGED:** Except as modified as provided in this Amendment, all the terms and conditions of the License shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the day, month and year written below.

PIMA COUNTY

Southwest Fair Commission, Inc

Jan Allen, Chair of Board of Supervisors



Jon Baker, CEO

Date

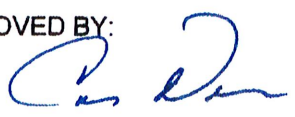
Date

3/10/2026

ATTEST:


Melissa Manriquez, Clerk of the Board

APPROVED BY:



Pima County Sheriff

APPROVED AS TO FORM



James Morrow, Deputy County Attorney

APPROVED AS TO CONTENT

 4/3/2020

Carmine DeBonis, Jr., County Administrator for Public Works



George Cardieri, Director, Real Property