

# COB - BOSAIR FORM

04/07/2026 7:43 AM (MST)

Submitted by: Michell.Guardado@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: CT TR CT2400000038

**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:** City of Tucson

**Project Title / Description:** 1313 S. Mission Lease to City of Tucson for Testing Lab

**Purpose:** Pima County and City of Tucson entered into an agreement to lease an asphalt and material testing laboratory to the City of Tucson on April 15, 2025. The City is exercising the first extension option to extend the Initial Term of the Lease for one additional year commencing on April 15, 2026. This amendment also adds the responsibility to remove waste generated by lab activities to the tenant.

**Procurement Method:** Legal Services Contracts: Exempt per Section 11.04.020

**Procurement Method Additional Info:** N/A

**Program Goals/Predicted Outcomes:** Amend the current lease for 1313 S. Mission Road, Building 11 Laboratory.

**Public Benefit and Impact:** Pima County will collect rent for a laboratory that has been vacant. Pima County will have the opportunity to receive material testing at a reduced cost.

**Budget Pillar** • Core functions & excellent service

**Support of Prosperity Initiative:** • N/A

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

**Metrics Available to Measure Performance:**

Pima County will receive revenue for rent.

**Retroactive:**

YES

**Retroactive Description:**

Due to delay in collecting approval and signatures, the 4/7/2026 BOS meeting deadline was not met.

**Amendment / Revised Award Information**

Record Number: CT TR CT2400000038

**Document Type:** CT

**Department Code:** TR

**Contract Number:** CT2400000038

**Amendment Number:** 1

**Commencement Date:** 04/15/2026

**Termination Date:** 04/14/2027

**Is the Termination Date new?**

YES

**Classification:** Revenue

**Adjust Level:** Increase

**Prior Contract Number (If Applicable):** NA

Amount This Amendment:

\$39,339.82

**Funding Source(s) required:** NA

**Funding from General Fund?**

NO

**Contract is fully or partially funded with Federal Funds?**

NO

**Department:** Transportation

**Name:** Michelle Montagnino (Administrative Contact: Michelle Guardado 520-724-2663)

**Telephone:** 520-724-6410

**Add GMI Department Signatures**

No

Kathryn Skinner

Digitally signed by Kathryn Skinner  
DN: cn=Kathryn Skinner, o=Pima County, ou=Transportation,  
email=kathryn.skinner@pima.gov, c=US  
Date: 2026.03.27 11:46:12 -0700

Department Director Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Deputy County Administrator Signature: \_\_\_\_\_

Date: 3/30/2026

County Administrator Signature: \_\_\_\_\_

Date: 3/3/2026

**Pima County Department of Facilities Management**

**Project: 1313 S. Mission Lease to City of Tucson for Testing Lab**

**Contractor: City of Tucson**

**Amount: \$39,339.82**

**Contract No.: CT2400000038**

**Contract Amendment No.: 01**

---

<b>Orig. Contract Term:</b> 04/15/2025 – 04/14/2026	<b>Orig. Amount:</b>	\$ 38,194.00
<b>Termination Date Prior Amendment:</b> N/A	<b>Prior Amendments Amount:</b>	\$ 0.00
<b>Termination Date This Amendment:</b> 4/14/2027	<b>This Amendment Amount:</b>	\$ 39,339.82
	<b>Revised Total Amount:</b>	\$ 77,533.82

---

**CONTRACT AMENDMENT**

This first Amendment is made by and between Pima County, a political subdivision of the State of Arizona (“County” or “Landlord”) and City of Tucson, a municipal corporation (“Tenant” or “City”). Landlord and Tenant are each individually a “Party” and collectively the “Parties.”

**1. Background and Purpose.**

1.1. Background. On April 15, 2025, County and City entered into the above-referenced Agreement to lease an asphalt and material testing laboratory to the City of Tucson.

1.2. Purpose. This Amendment adds responsibility to remove waste generated by lab activities to the tenant and extends the term for one year.

**2. New and Amended Terms.**

2.1 Term. The Tenant is exercising the first extension option to extend the Initial Term of the Lease for one additional year commencing on April 15, 2026, and terminating on April 14, 2027. 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.

2.2. Change. Revise Paragraph 7 (Permitted Use) to add the following requirement: “With this Permitted Use, Tenant shall be responsible, at its sole cost and expense, for the removal and proper disposal of any waste, debris or material generated by the lab, including but not limited to asphalt, concrete and soil samples. Such material shall be removed on a quarterly basis or more often as reasonably necessary depending upon the volume.”

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

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement as of the day, month and year written below.

**PIMA COUNTY**

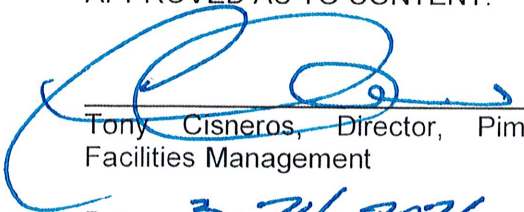
\_\_\_\_\_  
Jen Allen, Chair, Board of Supervisors

\_\_\_\_\_  
Date


ATTEST

\_\_\_\_\_  
Melissa Manriquez, Clerk of the Board

APPROVED AS TO CONTENT:

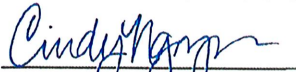
  
\_\_\_\_\_  
Tony Cisneros, Director, Pima County  
Facilities Management

Date: 3-24-2026

  
\_\_\_\_\_  
Kathryn Skinner, Director, Pima County  
Department of Transportation

Date: 3/27/2026

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Cindy Nguyen, Deputy County Attorney

Date: 3/18/26

**City Of Tucson**

\_\_\_\_\_  
Timothy Thomure, City Manager

\_\_\_\_\_  
Date

ATTEST

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Principal Assistant City Attorney

Date: \_\_\_\_\_