



COCHISE COUNTY PROCUREMENT DEPARTMENT

1415 Melody Lane, Building C, Bisbee, AZ 85603
Phone: (520) 432-8390 | Fax: (520) 432-8397

20-18-SUP-02

Offer Acceptance Award Letter

THIS CONTRACT is made and entered into this 10th day of March, 2020 by and between COCHISE COUNTY (“COUNTY”) on behalf of Cochise Private Industry Council, Inc., dba Arizona @ Work Business and Workforce Development Center (“Arizona@Work”), and James E. Mize (“CONTRACTOR”).

In accordance with RFP 20-13-BOS-02, the COUNTY, on behalf of Arizona@Work, hereby awards a single/multiple year CONTRACT to the CONTRACTOR in order to fulfill the requirements, as identified throughout the subject document, to the satisfaction of Arizona@Work, as outlined within the solicitation, hereby referred to as the CONTRACT, and as proposed by the CONTRACTOR. Only those personnel listed as authorized ordering officials, or the County’s Procurement Department, will have authority to make orders from this CONTRACT.

The CONTRACTOR shall not commence any billable work or provide any material or services under this CONTRACT until CONTRACTOR receives an executed copy of the CONTRACT and/or PO or is otherwise directed to do so by Arizona@Work. Arizona@Work will pay the CONTRACTOR within thirty (30) days of services rendered following the submission of an itemized invoice(s) that includes CONTRACTOR company name, phone number, invoice number, email address, mailing address, and prior Arizona@Work approval for any services rendered. No payment shall be issued prior to receipt of service and a correct invoice. Each payment request must bear written certification by an authorized Arizona@Work representative confirming the services for which payment is requested have been performed and received.

PERIOD OF PERFORMANCE FOR MULTIPLE YEAR AWARDS:

Base Year:	03/10/2020 – 03/09/2021
Renewal Option 1:	03/10/2021 – 03/09/2022
Renewal Option 2:	03/10/2022 – 03/09/2023
Renewal Option 3:	03/10/2023 – 03/09/2024
Renewal Option 4:	03/10/2024 – 03/09/2025

CONTRACTOR:

James E. Mize
10500 N. Camino De Oeste
Tucson, AZ 85742
520-440-5388
Jmize44066@aol.com

AUTHORIZED ORDERING OFFICIAL:

Anita Baca
Cochise County Housing Authority
1415 Melody Lane Building A
Bisbee, AZ 85603
520-432-8883
Abaca@cochise.az.gov

Vickie Simmons
Arizona @ Work
Business and Workforce Development Center
2600 E. Wilcox Dr. Rm. H-106
Sierra Vista, AZ 85635
520-458-9309
Vickie.simmons@cpic-cas.org

Vada Phelps
Arizona @ Work
Business and Workforce Development Center
900 Carmelita Drive
Sierra Vista, AZ 85635
520-439-3542
Vphelps@cpic-cas.org

COUNTY PROCUREMENT:

Nicole Diaz
Cochise County Procurement
1415 Melody Lane Building C
Bisbee, AZ 85603
520-432-8392
NDiaz@cochise.az.gov

ACCEPTANCE OF OFFER:

The offer is hereby accepted, and the CONTRACTOR is now bound to sell or provide the materials, services, or construction, as indicated by the PO or Award Letter and based upon the solicitation documents, including all its attachments and amendments, and the offer as submitted by the CONTRACTOR and accepted by the COUNTY.

This contract is for: A One Stop Operator to be overseen by Arizona @ Work and shall not exceed \$10,000.00 annually.

This contract shall henceforth be referenced as Contract 20-13-BOS-02. The CONTRACTOR is cautioned not to commence any billable work or to provide any materials or services under this Contract until directed to do so by Arizona @ Work.

Awarded this 10th day of March, 2020.

BOARD OF SUPERVISORS:

Thomas E. Borer
Chairman

Date

ATTEST:

Kim Lemons
Clerk of the Board

Date

APPROVED AS TO FORM:

By: *Britt Hanson*

Britt Hanson
Chief Civil Deputy County Attorney

02 26 20

Date