

AMENDMENT NO. 1 TO CONTRACT
Between
MARICOPA COUNTY
by and through the
DEPARTMENT OF PUBLIC HEALTH
and
CITY OF GLENDALE, ARIZONA
For
HEAT RELIEF SERVICES

- I. The Parties to the above-named Agreement hereby agree to enter into this Amendment No. 1 as specified below:
- A. Under Section III, 3. WORK STATEMENT, revise subparagraph 3.4.8 to add the following subparagraphs:
- 3.4.8.1 Rent, utilities, and administrative costs are allowed expenses.
 - 3.4.8.2 Emergency clothing, including shoes, is an allowed expense.
 - 3.4.8.3 Cots, mattresses, and related coverings are allowable expenses.
- B. Under Section III, 3. WORK STATEMENT, add subparagraphs 3.4.9 and 3.4.9.1 as follows:
- 3.4.9 100% of Carryover funds from the previous year are available to the subrecipient.
 - 3.4.9.1 Security services are allowable but shall not exceed 15% of the current year's annual fund allocation or 100% of available carryover funds from the previous year, whichever is lower.
 - 3.4.9.1 Carryover funds are not restricted solely to security-related expenses and may be allocated to other eligible uses as defined in this Agreement.
- C. Under Section III, 3. WORK STATEMENT, delete subparagraph 3.5.2.
- D. Revise Section III, 3. WORK STATEMENT, subparagraphs 3.6.8.1 and 3.6.8.3 as follows (changes in red):
- 3.6.8.1 Subrecipient will annually operate two Respite Centers from May 1st through, and including, October 15th at: 1) Glendale Mission & Ministry Center, 6242 N 59th Avenue in Glendale and 2) St. John's Lutheran Church, 7205 N 51st Avenue in Glendale, adhering to the minimum standards set forth in Sections 3.1-3.3. With an approved exception for Sunday hours, the two Respite Centers will be open Monday through Saturday from 12:00 pm until 8:00 pm. For these exceptions, additional sites in Glendale must be providing Heat Relief Centers every Monday through Saturday 9:00 am until 12:00 pm and a minimum of four hours every Sunday.
 - 3.6.8.3 Any changes to the location(s) and hours of Heat Relief Center(s) supported by this IGA as described in Section III, 3.6.8.1 must be provided annually in writing to the County by the third Friday in April (i.e., April 18,

2025, and April 17, 2026), and must be approved before beginning operations as a Heat Relief Center.

- E. Revise Section III. 6. BUDGET SCHEDULE by deleting it in its entirety and replacing it with the following (changes are in red):

6. BUDGET SCHEDULE

FUND SOURCES	
Sources	Total
Maricopa County-ARPA	\$408,914
PERSONNEL	
Salaries	\$50,000
Salary Total	\$50,000
Employee Related Expenses (EREs)	\$15,000
ERE Total	\$15,000
TOTAL SALARIES AND EREs	\$65,000
NONPERSONNEL	
Professional and Outside Services	\$283,914
Travel	\$1
Materials & Supplies	\$59,994
Communications/Telephone	\$1
Equipment	\$1
Space	\$1
Security (15%)	\$1
Indirect	\$1
NONPERSONNEL TOTAL	\$343,914
PROJECT TOTAL	\$408,914

- F. Revise Section III. 6. BUDGET SCHEDULE, add subparagraph 6.1 and 6.2 as follows:
- 6.1 With prior written approval from the Program Manager, the Subrecipient is authorized to transfer up to ten percent (10%) of the total budget amount between funded line items.
 - 6.2 Transfers exceeding ten percent (10%) or to a non-funded line item shall require an Agreement Amendment.
- G. Revise Section III. 7. PROJECT SCHEDULE. by deleting it in its entirety and replacing it with the following (changes are in red):

7. PROJECT SCHEDULE

Deliverable	Date	Comment
Location(s) and hours of Heat Relief Center(s) supported by this IGA provided to County in writing for approval	Annually by the third Friday in April (i.e., April 18, 2025, and April 17, 2026)	

Approval of Heat Relief Center(s) location(s) and hours received from County	Annually by the fourth Friday in April (i.e., April 25, 2025, and April 24, 2026)	County will annually provide approval status no later than April 25, 2025, and April 24, 2026
Monthly Reporting Forms and Final Report Form templates received from County	Annually by the 25 th of April (i.e., April 25, 2025, and April 25, 2026)	City and County will have agreed upon and finalized Monthly Reporting Forms and Final Report Form templates
Staff hired and training delivered	Annually by April 30 th (i.e., April 30, 2025, and April 30, 2026)	City and Subcontractors
Operations start date	Annually on May 1 st (i.e., May 1, 2025, and May 1, 2026)	Respite Center locations and transportation services are fully operational
May Monthly Payment Form and Monthly Outcomes Form Submission	Annually by the 25 th of June: 1 st invoice of the 2025 season by: June 25, 2025 1 st invoice of the 2026 season by: June 25, 2026	
June Monthly Payment Form and Monthly Outcomes Form Submission	Annually by the 25 th of July (i.e., July 25, 2025, and July 25, 2026)	
July Monthly Payment Form and Monthly Outcomes Form Submission	Annually by the 25 th of August (i.e., August 25, 2025, and August 25, 2026)	
Provide plans for review for facility shutdown	Annually by September 1 st (i.e., September 1, 2025, and September 1, 2026)	Provide plans for shutdown date and service termination. Discuss final date of operations.
August Monthly Payment Form and Monthly Outcomes Form Submission	Annually by the 25 th of September (i.e., September 26, 2025, and September 25, 2026)	
Operations and service termination initial deadline	Annually by October 15 th (i.e., October 15, 2025, and October 15, 2026)	Standard heat season end date. Examine opportunities for extension based on funding and heat relief needs.
September Monthly Payment Form and Monthly Outcomes Form Submission	Annually by 25 th of October (i.e., October 25, 2025, and October 25, 2026)	
October Monthly Payment Form and Monthly Outcomes Form Submission	Annually by 25 th of November (i.e., November 25, 2025, and November 25, 2026)	

Final Report Form initial deadline	Annually by the last Friday in November: Last invoice of the 2025 season by: November 28, 2025 Last invoice of the 2026 season by: November 27, 2026	Final report is due 25 days after the close of the standard heat season. If operations and service date is extended, the due date will be 25 days following the last date of operations
Final Report Form deadline	Annually by December 1st (i.e., December 1, 2025, and December 1, 2026)	Final Report due date

H. Revise Section IV. 2. METHOD OF PAYMENT to update the Department’s E-mail Contact in subparagraph G to the following:

E-mail: Bryan.Stearly@mariopa.gov and covidfinance@maricopa.gov

I. Revise Section IV. 4. NOTICE to update the Department’s Point of Contact so that any notice given under this Agreement shall be sent to the attention of the following:

Department

Maricopa County Department of Public Health

Attn: Sierra Lamb

Sierra.Lamb@maricopa.gov

Subrecipient

The City of Glendale

Attn: Kevin Phelps

kphelps@glendaleaz.com

5850 W. Glendale Ave

Glendale AZ 85301

II. All other terms and conditions of the original contract shall remain in full force and effect.

[Signatures contained on the following page]

IN WITNESS WHEREOF, the parties agree to the changes indicated herein:

**FOR AND ON BEHALF OF
MARICOPA COUNTY**

By: _____
Chairman, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Attorney for Maricopa County

Date

**FOR AND ON BEHALF OF
CITY OF GLENDALE**

By: _____
Kevin R. Phelps, Interim City Manager

Date

ATTEST

Julie K. Bower, Glendale City Clerk

Date

APPROVED AS TO FORM

Michael D. Bailey, Attorney for City of Glendale

Date