

A G R E E M E N T

THIS AGREEMENT is made between the **CITY AND COUNTY OF DENVER**, a home rule and municipal corporation of the State of Colorado (the “City”), and **DENVER HEALTH AND HOSPITAL AUTHORITY**, a body corporate and political subdivision of the State of Colorado, whose address is 777 Bannock Street, Denver, Colorado 80204 (the “Contractor”), jointly (“the Parties”).

The Parties agree as follows:

1. COORDINATION AND LIAISON: The Contractor shall fully coordinate all services under the Agreement with the Executive Director of the Department of Public Health and Environment, (“Executive Director”) or, the Executive Director’s Designee.

2. SERVICES TO BE PERFORMED:

a. The Contractor shall diligently undertake, perform, and complete all of the services and produce all the deliverables set forth on **Exhibit A, Scope of Work and Budget**, in conformance with the performance standards set by the Executive Director.

b. The Contractor is ready, willing, and able to provide the services required by this Agreement.

c. The Contractor shall faithfully perform the services in accordance with the standards of care, skill, training, diligence, and judgment provided by highly competent individuals performing services of a similar nature to those described in the Agreement and in accordance with the terms of the Agreement.

3. TERM: The Agreement will commence on **January 1, 2023**, and will expire on **December 31, 2023** (the “Term”). The term of this Agreement may be extended by mutual written agreement of the parties on the same terms and conditions set out herein. Subject to the Executive Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date, and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director.

4. COMPENSATION AND PAYMENT:

a. Budget. The City shall pay, and the Contractor shall accept as the sole compensation for services rendered and costs incurred under the Agreement the line item amounts set forth in the budget contained in **Exhibit A**. Amounts billed may not exceed the budget set forth in **Exhibit A**.

b. **Reimbursable Expenses:** All of the Contractor's expenses are contained in the budget in **Exhibit A**.

c. **Invoicing:** Contractor shall provide the City with a monthly invoice in a format and with a level of detail acceptable to the City including all supporting documentation required by the City. The City's Prompt Payment Ordinance, §§ 20-107 to 20-118, D.R.M.C., applies to invoicing and payment under this Agreement.

d. **Maximum Contract Amount:**

(1) Notwithstanding any other provision of the Agreement, the City's maximum payment obligation will not exceed **TWO MILLION FOUR HUNDRED NINETY-FIVE THOUSAND TWO HUNDRED THIRTY-TWO DOLLARS AND FIFTY-SEVEN CENTS (\$2,495,232.57)** (the "Maximum Contract Amount"). The City is not obligated to execute an Agreement or any amendments for any further services, including any services performed by Contractor beyond those specifically described in **Exhibit A**. Any services performed beyond those in **Exhibit A** are performed at Contractor's risk and without authorization under the Agreement.

(2) The City's payment obligation, whether direct or contingent, extends only to funds appropriated annually by the Denver City Council, paid into the Treasury of the City, and encumbered for the purpose of the Agreement. The City does not by this Agreement irrevocably pledge present cash reserves for payment or performance in future fiscal years. The Agreement does not and is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of the City.

5. **STATUS OF CONTRACTOR:** The Contractor is an independent contractor retained to perform professional or technical services for limited periods of time. Neither the Contractor nor any of its employees are, by virtue of services performed hereunder, employees or Directors of the City under Chapter 18 of the Denver Revised Municipal Code, or for any purpose whatsoever.

6. **TERMINATION:**

a. Both Parties have the right to terminate the Agreement upon a material breach of this Agreement by the other Party and failure to cure such breach within ninety (90) days after receipt of written notice of such breach ("Cure Period"). In the event the breaching Party fails

to cure the breach within the “Cure Period”, the non-breaching Party may terminate this Agreement upon thirty (30) days’ prior written notice to the breaching Party. If the City terminates the Agreement pursuant to this paragraph, the Contractor shall not perform additional services after receiving notice of the termination.

b. Notwithstanding the preceding paragraph, the City may terminate the Agreement if the Contractor or any of its officers or employees are convicted, plead *nolo contendere*, enter into a formal agreement in which they admit guilt, enter a plea of guilty or otherwise admit culpability to criminal offenses of bribery, kick backs, collusive bidding, bid-rigging, antitrust, fraud, undue influence, theft, racketeering, extortion or any offense of a similar nature in connection with Contractor’s business. Termination for the reasons stated in this paragraph is effective upon receipt of notice.

c. Upon termination of the Agreement for breach, the Contractor shall have no claim against the City by reason of, or arising out of, incidental or relating to termination, except for compensation for work duly requested and satisfactorily performed as described in the Agreement. Contractor shall receive payment for work or services performed prior to notice of termination or performed as part of or to complete work or services occurring or in progress prior to notice of termination.

d. If the Agreement is terminated, each party is entitled to possession of all materials, equipment, tools and facilities such party owns that are in the possession, custody, or control of the other party to this Agreement, subject to the provisions of Section 6.e. below. The Contractor shall deliver all documents, excluding any records related to the treatment or care of specific individuals, in any form that were prepared under the Agreement and all other items, materials and documents that have been paid for by the City to the City. These documents and materials are the property of the City. The Contractor shall mark all copies of work product that are incomplete at the time of termination “DRAFT-INCOMPLETE”.

e. If the Agreement is terminated or is allowed to expire at the end of the Term, the City has the right to inspect any vehicles purchased by the Contractor with money provided under the Agreement and to determine, in the City’s sole discretion, whether the vehicles have useful life remaining. If the City determines the vehicles have useful life remaining, the City has the right to demand the vehicles be titled back to the City. The Contractor shall title the vehicles to the City within ninety (90) days of receiving written notice of the City’s demand.

7. EXAMINATION OF RECORDS: Any authorized agent of the City, including

the City Auditor or his or her representative, has the right to access and the right to examine, copy and retain copies, at City's election in paper or electronic form, any pertinent books, documents, papers and records related the provision of any goods or services to the City, and any other transactions related to this Agreement. Such items shall include documentation that proves the citizenship of any person performing work on behalf of Contractor pursuant to this Agreement but shall not include Contractor's confidential personnel records or patient protected health information ("PHI"). Contractor shall cooperate with City representatives and City representatives shall be granted access to the foregoing documents and information during reasonable business hours and until the latter of three (3) years after the final payment under the Agreement or expiration of the applicable statute of limitations. When conducting an audit of this Agreement, the City Auditor shall be subject to government auditing standards issued by the United States Government Accountability Office by the Comptroller General of the United States, including with respect to disclosure of information acquired during the course of an audit. No examination of records and audit pursuant to this paragraph shall require Parties to make disclosures in violation of state or federal privacy laws. Parties shall at all times comply with D.R.M.C. 20-276.

8. WHEN RIGHTS AND REMEDIES NOT WAIVED: In no event will any payment or other action by the City constitute or be construed to be a waiver by the City of any breach of covenant or default that may then exist on the part of the Contractor. No payment, other action, or inaction by either Party when any breach or default exists will impair or prejudice any right or remedy available to it with respect to any breach or default. No assent, expressed or implied, to any breach of any term of the Agreement constitutes a waiver of any other breach.

9. INSURANCE:

a. Contractor is a "public entity" within the meaning of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended (the "Act"). Contractor shall maintain at all times during the term of this Agreement, including any renewals or extensions, such liability insurance, by commercial policy or self-insurance, as is necessary to meet Contractor's liabilities in accordance with the limits of the Act. Proof of such insurance shall be provided upon written request by the City. This obligation shall survive the termination of the Agreement.

b. Waiver of Subrogation: For all coverages required under this Agreement, Contractor's insurer shall waive subrogation rights against the City.

10. INTER-GOVERNMENTAL LIABILITY: At all times during the term of this Agreement, including any renewals or extensions, Contractor shall maintain such insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the CGIA. **Contractor will be responsible for the actions and omissions of its respective officers, agents, employees, and subcontractors, to the extent provided by the Act. This obligation will survive termination of this Agreement.**

11. TAXES, CHARGES AND PENALTIES: The City is not liable for the payment of taxes, late charges or penalties of any nature for amounts which may be due and payable by Contractor, except for any additional amounts that the City may be required to pay under the City's prompt payment ordinance D.R.M.C. § 20-107, *et seq.* The Contractor shall promptly pay when due, all taxes, bills, debts and obligations it incurs performing the services under the Agreement and shall not allow any lien, mortgage, judgment or execution to be filed against City property.

12. ASSIGNMENT; SUBCONTRACTING: The Contractor shall not voluntarily or involuntarily assign any of its rights or obligations, or subcontract performance obligations, under this Agreement without obtaining the Executive Director's prior written consent. Any assignment or subcontracting without such consent will be ineffective and void, and will be cause for termination of this Agreement by the City. The Executive Director has sole and absolute discretion whether to consent to any assignment or subcontracting, or to terminate the Agreement because of unauthorized assignment or subcontracting. In the event of any subcontracting or unauthorized assignment: (i) the Contractor shall remain responsible to the City; and (ii) no contractual relationship shall be created between the City and any subconsultant, subcontractor or assign.

13. INUREMENT: The rights and obligations of the Parties to the Agreement inure to the benefit of and shall be binding upon the Parties and their respective successors and assigns, provided assignments are consented to in accordance with the terms of the Agreement.

14. NO THIRD-PARTY BENEFICIARY: Enforcement of the terms of the Agreement and all rights of action relating to enforcement are strictly reserved to the Parties. Nothing contained in the Agreement gives or allows any claim or right of action to any third person or entity. Any person or entity other than the City or the Contractor receiving services or benefits pursuant to the Agreement is an incidental beneficiary only.

15. NO AUTHORITY TO BIND CITY TO CONTRACTS: The Contractor lacks any authority to bind the City on any contractual matters. Final approval of all contractual matters

that purport to obligate the City must be executed by the City in accordance with the City's Charter and the Denver Revised Municipal Code.

16. SEVERABILITY: Except for the provisions of the Agreement requiring appropriation of funds and limiting the total amount payable by the City, if a court of competent jurisdiction finds any provision of the Agreement or any portion of it to be invalid, illegal, or unenforceable, the validity of the remaining portions or provisions will not be affected, if the intent of the Parties can be fulfilled.

17. CONFLICT OF INTEREST:

a. No employee of the City shall have any personal or beneficial interest in the services or property described in the Agreement. The Contractor shall not hire, or contract for services with, any employee or officer of the City that would be in violation of the City's Code of Ethics, D.R.M.C. §2-51, et seq. or the Charter §§ 1.2.8, 1.2.9, and 1.2.12.

b. The Contractor shall not engage in any transaction, activity or conduct that would result in a conflict of interest under the Agreement. The Contractor represents that it has disclosed any and all current or potential conflicts of interest. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Contractor by placing the Contractor's own interests, or the interests of any party with whom the Contractor has a contractual arrangement, in conflict with those of the City. The City, in its sole discretion, will determine the existence of a conflict of interest and may terminate the Agreement if it determines a conflict exists, after it has given the Contractor written notice describing the conflict. Before terminating the Agreement, the City shall give the Contractor a minimum of thirty (30) days to cure the conflict, unless the City, in its sole discretion, determines that the conflict cannot be cured.

18. NOTICES: All notices required by the terms of the Agreement must be hand delivered, sent by overnight courier service, mailed by certified mail, return receipt requested, sent via email, or mailed via United States mail, postage prepaid, if to Contractor at the address first above written or to sparo@dhha.org if via email, and if to the City at:

Executive Director of Public Health and Environment or Designee
101 W. Colfax Avenue, Suite 800
Denver, Colorado 80202

With a copy of any such notice to:

Denver City Attorney's Office

1437 Bannock St., Room 353
Denver, Colorado 80202

Notices hand delivered or sent by overnight courier are effective upon delivery. Notices sent by certified mail are effective upon receipt. Notices sent by mail are effective upon deposit with the U.S. Postal Service. Notices sent via email shall be considered effective once the receiving Party sends acknowledgement of receipt. The Parties may designate substitute addresses where or persons to whom notices are to be mailed or delivered. However, these substitutions will not become effective until actual receipt of written notification.

19. DISPUTES: All disputes between the City and Contractor arising out of or regarding the Agreement will first attempt to be resolved by administrative hearing pursuant to the procedure established by D.R.M.C. § 56-106(b)-(f). For the purposes of that administrative procedure, the City official rendering a final determination shall be the Executive Director as defined in this Agreement. The use of this dispute resolution process is without prejudice to the rights of either Party under the terms of the Agreement, including the right of either Party to utilize litigation to resolve any disputes at any time in the event that this dispute resolution procedure fails to result in a mutually satisfactory resolution of the dispute

20. GOVERNING LAW; VENUE: The Agreement will be construed and enforced in accordance with applicable federal law, the laws of the State of Colorado, and the Charter, Revised Municipal Code, ordinances, regulations and Executive Orders of the City and County of Denver, which are expressly incorporated into the Agreement. Unless otherwise specified, any reference to statutes, laws, regulations, charter or code provisions, ordinances, executive orders, or related memoranda, includes amendments or supplements to same. Venue for any legal action relating to the Agreement will be in the District Court of the State of Colorado, Second Judicial District (Denver District Court).

21. NO DISCRIMINATION IN EMPLOYMENT: In connection with the performance of work under the Agreement, the Contractor may not refuse to hire, discharge, promote, demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, ethnicity, citizenship, immigration status, gender, age, sexual orientation, gender identity, gender expression, marital status, source of income, military status, protective hairstyle, or disability. The Contractor shall insert the foregoing provision in all subcontracts.

22. COMPLIANCE WITH ALL LAWS: Contractor shall perform or cause to be performed all services in full compliance with all applicable laws, rules, regulations and codes of the United States, the State of Colorado; and with the Charter, ordinances, rules, regulations and Executive Orders of the City and County of Denver.

23. LEGAL AUTHORITY: Contractor represents and certifies that it possesses the legal authority, pursuant to any proper, appropriate and official motion, resolution or action passed or taken, to enter into the Agreement. Each person signing and executing the Agreement on behalf of Contractor represents and certifies that they have been fully authorized by Contractor to execute the Agreement on behalf of Contractor and to validly and legally bind Contractor to all the terms, performances and provisions of the Agreement. The City shall have the right, in its sole discretion, to either temporarily suspend or permanently terminate the Agreement if there is a dispute as to the legal authority of either Contractor or the person signing the Agreement to enter into the Agreement.

24. NO CONSTRUCTION AGAINST DRAFTING PARTY: The Parties and their respective counsel have had the opportunity to review the Agreement, and the Agreement will not be construed against any party merely because any provisions of the Agreement were prepared by a particular party.

25. ORDER OF PRECEDENCE: In the event of any conflicts between the language of the Agreement and the exhibits, the language of the Agreement controls.

26. INTELLECTUAL PROPERTY RIGHTS: The City and Contractor intend that all property rights to any and all materials, text, logos, documents, booklets, manuals, references, guides, brochures, advertisements, URLs, domain names, music, sketches, web pages, plans, drawings, prints, photographs, specifications, software, data, products, ideas, inventions, and any other work or recorded information created by the Contractor and paid for by the City pursuant to this Agreement, in preliminary or final form and on any media whatsoever (collectively, “Materials”), shall belong to the City. The Contractor shall disclose all such items to the City and shall assign such rights over to the City upon completion of the Project. To the extent permitted by the U.S. Copyright Act, 17 USC § 101, *et seq.*, the Materials are a “work made for hire” and all ownership of copyright in the Materials shall vest in the City at the time the Materials are created. To the extent that the Materials are not a “work made for hire,” the Contractor (by this Agreement)

sells, assigns and transfers all right, title and interest in and to the Materials to the City, including the right to secure copyright, patent, trademark, and other intellectual property rights throughout the world and to have and to hold such rights in perpetuity.

27. SURVIVAL OF CERTAIN PROVISIONS: The terms of the Agreement and any exhibits and attachments that by reasonable implication contemplate continued performance, rights, or compliance beyond expiration or termination of the Agreement survive the Agreement and will continue to be enforceable. Without limiting the generality of this provision, the Contractor’s obligations to provide insurance will survive for a period equal to any and all relevant statutes of limitation, plus the time necessary to fully resolve any claims, matters, or actions begun within that period.

28. ADVERTISING AND PUBLIC DISCLOSURE: The Contractor shall not include any reference to the Agreement or to services performed pursuant to the Agreement in any of the Contractor’s advertising or public relations materials without first obtaining the written approval of the Executive Director, which shall not be unreasonably withheld. Any oral presentation or written materials related to services performed under the Agreement will be limited to services that have been accepted by the City. The Contractor shall notify the Executive Director in advance of the date and time of any presentation. Nothing in this provision precludes the transmittal of any information to City officials.

29. CONFIDENTIAL INFORMATION:

a. City Information: Contractor acknowledges and accepts that, in performance of all work under the terms of this Agreement, Contractor may have access to Proprietary Data or confidential information that may be owned or controlled by the City, and that the disclosure of such Proprietary Data or information may be damaging to the City or third parties. Contractor agrees that all Proprietary Data, confidential information or any other data or information provided or otherwise disclosed by the City to Contractor shall be held in confidence and used only in the performance of its obligations under this Agreement. Contractor shall exercise the same standard of care to protect such Proprietary Data and information as a reasonably prudent Contractor would to protect its own proprietary or confidential data. “Proprietary Data” shall mean any materials or information which may be designated or marked “Proprietary” or “Confidential” or which would not be documents subject to disclosure pursuant to the Colorado Open Records Act or City ordinance, and provided or made available to Contractor by the City. Such Proprietary

Data may be in hardcopy, printed, digital or electronic format.

30. CITY EXECUTION OF AGREEMENT: The Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

31. AGREEMENT AS COMPLETE INTEGRATION-AMENDMENTS: The Agreement is the complete integration of all understandings between the Parties as to the subject matter of the Agreement. No prior, contemporaneous or subsequent addition, deletion, or other modification has any force or effect, unless embodied in the Agreement in writing. No oral representation by any officer or employee of the City at variance with the terms of the Agreement or any written amendment to the Agreement will have any force or effect or bind the City.

32. USE, POSSESSION OR SALE OF ALCOHOL OR DRUGS: Contractor shall cooperate and comply with the provisions of Executive Order 94 and its Attachment A concerning the use, possession or sale of alcohol or drugs. Violation of these provisions or refusal to cooperate with implementation of the policy can result in contract personnel being barred from City facilities and from participating in City operations.

33. ELECTRONIC SIGNATURES AND ELECTRONIC RECORDS: Contractor consents to the use of electronic signatures by the City. The Agreement, and any other documents requiring a signature under the Agreement, may be signed electronically by the City in the manner specified by the City. The Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

Exhibit List

Exhibit A – Scope of Work and Budget.

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Contract Control Number: ENVHL-202265543-00
Contractor Name: DENVER HEALTH AND HOSPITAL AUTHORITY

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

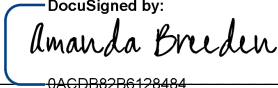
By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202265543-00
DENVER HEALTH AND HOSPITAL AUTHORITY

By:  _____
0ACDB82B6128484...

Name: Amanda Breeden
(please print)

Title: Director, SPARO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

- I. Purpose of Agreement – CCD wishes to contract with Denver Health and Hospital Authority (DHHA)-Division Paramedics to execute the duties of the Support Team Assisted Response (STAR) Program with Denver 911. DHHA will provide response vehicles with Paramedics or EMTs to assist the STAR team in responding to low-risk behavioral health calls de-escalating and connecting residents in distress with appropriate services. STAR provides a broad range of no-cost services such as providing information and referrals, crisis intervention, counseling, transportation solutions, and social service needs.

- II. Services:

The STAR Program will:

1. Provide basic physical health and wellness checks, connection, and system navigation for anyone utilizing the STAR dedicated phone number or 911.
2. Assist in supporting client self-identified needs. This includes:
 - a. Access to low barrier treatment options.
 - b. Reconnection to service providers or safe locations identified by the client.
 - c. Transport to identified supports as needed.
3. Deploy response teams that include, but are not limited to, a Paramedic or EMT.
4. Be available for up to 24 hours daily (7 days per week) based on assessed need, but
 - a. no less than 16 hours daily.
5. Be responsible for transportation: driving STAR van and transporting served individuals
6. Provide medical assessment to ensure medical or physical trauma are not complicating behavioral health distress.
7. Provide medical care when indicated, including life saving medical interventions.
8. Have appropriate knowledge of the city regarding access to call locations and destinations.
9. Maintain service and readiness of STAR vehicles
10. Provide appropriate situational awareness and knowledge of public safety resources.
11. Provide STAR staff with training that includes best practices related to required
 - a. activities of the team, including cultural responsiveness training specific to the target
 - b. population, trauma informed care, universal precautions, and biohazard waste disposal.
12. Secure any protected health information resulting from service delivery according to
 - a. applicable federal, state and local law and rules, with robust policies and procedures in
 - b. place to maintain the confidentiality of protected health information.
13. Have signed and dated confidentiality agreements for all staff and volunteers on file.
14. Staff will bring the following values to the STAR Program:
 - a. Culturally Responsive



Denver Health and Hospital Authority (DHHA)

- A program that is culturally responsive will include responders and providers who share lived experiences and identify with Denver's diverse population. In doing so, the program will be more trustworthy and responsible to the community that it serves.
- b. Linguistically Specific
 - A program that fosters the many languages that are spoken by the community it serves will ensure that people will trust and rely on the program to serve their needs.
- c. Holistic Care
 - Key to success for the STAR program is the recognition that the van itself is just one mechanism that lives within a continuum of care and support to people who are in crisis. Holistic care ensures connecting those in crisis with long-term support, services, and treatment to reduce repeat calls.
- d. Do No Harm
 - The STAR program shall commit to a "do no harm" approach. In addition, the STAR program itself will use a harm reductionist approach recognizing that not every crisis can be "resolved" in the moment, but rather navigated and creating trust with the person in crisis to help them continue through programs and services that meet their needs.
- e. Healthy De-Escalation
 - The STAR program will commit to de-escalation as a guiding principle of engaging with individuals and communities in crisis.
- f. Problem Resolution
 - The STAR program will be dedicated to identifying, navigating, and solving problems that they encounter through serving individuals in crisis.
- g. Healthy Outcomes
 - Much of what the program will respond to will be public health issues and social determinants of health. Because of that, the STAR program will be dedicated to improving the health of those they engage with as components of improving community health.
- h. Community Empowerment and Resilience
 - STAR will be dedicated to community empowerment and resilience through building trusted relationships and connecting people to services and support.
- i. Self Determination

**COMMUNITY &
BEHAVIORAL HEALTH**DENVER PUBLIC HEALTH
& ENVIRONMENT

EXHIBIT A

SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

- Communities are supported in self-determination to decide and build safety, survival, and thriving. The STAR program will act as a vehicle towards empowerment and support.
 - j. Alternatives to Policing: Working with the STAR program EMT/ Paramedics assist in responding to mental health distress calls where physical health concerns could interplay with distress or may need assessed. These calls are triaged through Safety
 - k. through Safety Department. Non-Violence
 - The STAR program will be committed to non-violence and de-escalation.
 - l. Trauma-informed
 - The STAR Program should have a trauma-informed approach to incorporating the needs of individuals impacted by systemic violence and trauma that they experience as the result of both systemic and personal harm. The program will understand that individuals served by the STAR program are disproportionately impacted by violence and trauma and should be driven by their needs first and foremost.
- A. Objectives - The objectives of the DHHA Team are to:
1. Increase connection to health and wellness services and community resources for individuals reached by STAR.
 2. Provide more appropriate response and reduce emergency calls to police, fire
 - a. department, and EMS;
 3. Improve information sharing across systems and service providers involved in
 - a. administering STAR; and
 4. Increase partnerships and collaboration with STAR partners and Community groups.
- B. STAR Program Staffing
1. STAR Program funds outlined in Exhibit B provide for the following staffing support
 - a. for Denver Health Paramedics to respond to persons in crisis or in need of appropriate interventions in the community:
- C. Denver Health STAR Supervisor Denver
1. Overall system awareness (location and condition of vehicles and
 - a. equipment, personnel, and other resources) and supporting the efficacy
 - b. and success of system management. Be aware of current resources and
 - c. manage their deployment. Have awareness of STAR system limitations
 - d. and assist in managing the deployment of resources and staffing as
 - e. needed.


SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

2. Supervision of Paramedics and EMTs to include scheduling, accident logs,
 - a. and incident reports.
3. Acts as key contact person to schedule students and training locations.
4. Researches, collects, and organizes marketing materials for the Program.
5. Manages and works in teams to ensure program implementation.
6. Works with other participating agencies and is involved in allocating
 - a. resources based on program needs.
7. Maintains strong relationship with stakeholders to deliver resources as
 - a. necessary.
8. Participates in assigned departmental committees, meetings, and
9. planning/work groups.
10. Able to perform scope of work described for Denver Health STAR
11. Paramedic and EMTs.

E. Denver Health STAR Paramedic

1. Advanced Life Support - Initiates BLS and ALS procedures in accordance
 - a. with current standards/protocols.
2. Demonstrates a working knowledge of the Denver Health Paramedic
 - a. Protocols.
3. Demonstrates a working knowledge of the Paramedic Division's Policy.
4. Orders Advanced Life Support resources as patient presentation requires.
5. Provides appropriate patient care during Basic Life Support (BLS) and
 - a. Advanced Life Support (ALS) patient encounters.
6. Assists clinical social worker with various client interactions.
7. In the event of a non-emergent 911 field response, performs assessment of
 - a. scene to determine the need for auxiliary services such as fire and police
8. department.
9. Demonstrates an awareness of a changing environment and is able to
 - a. identify hazards.
10. Interacts with other personnel and ancillary services with the patient's best
 - a. interests in mind.
11. Maintains control of the vehicle at all times, allowing for the unpredictable
 - a. responses of other drivers.
12. Abides by standard traffic laws while driving in the non-emergency mode.
13. Maintains due safety when parking the vehicle at the scene of request for
 - a. STAR, and the use of emergency lighting while standing at such scenes.
14. Follows safety, environmental, and infection control standards.
15. Approaches all scenes and patients in a safe manner consistent with the
 - a. environment and patient presentation.
16. Uses all means available to diffuse a hostile and/or emotional situation.
17. Demonstrates lifting techniques with a low likelihood for injury to self or
 - a. peers.
18. Utilizes "as clean as possible" techniques for invasive procedures and
 - a. disposes of all contaminated materials and sharps in an approved method.


SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

19. Follows up with the appropriate resource in the event of exposure to
 - a. potentially injurious substances.
20. Ensures readiness of STAR van for service, checks mechanical equipment,
 - a. performs routine preventive maintenance, tests biomedical equipment such
21. as AED for electrical charge and function, checks medical supply stock
 - a. levels and restocks as necessary.
22. Inspects and reports any deficiencies to the vehicle braking system,
 - a. vehicle lights and emergency equipment.
23. Assures that all biomedical and communications equipment is functional.
24. Assures that the vehicle is stocked with an adequate supply of medical
 - a. supplies, and that dated supplies have not expired.
25. Maintains a safe and aesthetically clean working environment.
26. Is in service within 15 minutes of the beginning of the shift unless
 - a. dispatch or a supervisor is notified.
27. Provides support functions for the STAR program as needed.
28. Assists with moving vans and other equipment to the appropriate repair
 - a. facility as needed.
29. Assess, order, and stock supplies.
30. Assists in instruction, training and education at the EMT level for new
31. employee STAR academy.

F. Denver Health Star EMT

1. Advanced Life Support - Initiates BLS and ALS procedures in accordance
 - a. with current standards/protocols.
2. Demonstrates a working knowledge of the Denver Health Paramedic
 - a. Protocols.
3. Demonstrates a working knowledge of the Paramedic Division's Policy.
4. Orders Advanced Life Support resources as patient presentation requires.
5. Provides appropriate patient care during Basic Life Support (BLS) and
6. Advanced Life Support (ALS) patient encounters.
7. Assists clinical social worker with various client interactions.
8. In the event of a non-emergent 911 field response, performs assessment of
 - a. scene to determine the need for auxiliary services such as fire and police
 - b. department.
9. Demonstrates an awareness of a changing environment and is able to
 - a. identify hazards.
10. Interacts with other personnel and ancillary services with the patient's best
 - a. interests in mind.
11. Maintains control of the vehicle at all times, allowing for the unpredictable
 - a. responses of other drivers.
12. Abides by standard traffic laws while driving in the non-emergency mode.
13. Maintains due safety when parking the vehicle at the scene of request for
 - a. STAR, and the use of emergency lighting while standing at such scenes.
14. Follows safety, environmental, and infection control standards.



SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

15. Approaches all scenes and patients in a safe manner consistent with the
 - a. environment and patient presentation.
16. Uses all means available to diffuse a hostile and/or emotional situation.
17. Demonstrates lifting techniques with a low likelihood for injury to self or
 - a. peers.
18. Utilizes “as clean as possible” techniques for invasive procedures and
 - a. disposes of all contaminated materials and sharps in an approved method.
19. Follows up with the appropriate resource in the event of exposure to
 - a. potentially injurious substances.
20. Ensures readiness of STAR van for service, checks mechanical equipment,
 - a. performs routine preventive maintenance, tests biomedical equipment such
 - b. as AED for electrical charge and function, checks medical supply stock
 - c. levels and restocks as necessary.
21. Inspects and reports any deficiencies to the vehicle braking system,
 - a. vehicle lights and emergency equipment.
22. Assures that all biomedical and communications equipment is functional.
23. Assures that the vehicle is stocked with an adequate supply of medical
 - a. supplies, and that dated supplies have not expired.
24. Maintains a safe and aesthetically clean working environment.
25. Is in service within 15 minutes of the beginning of the shift unless
 - a. dispatch or a supervisor is notified.
26. Provides support functions for the STAR program as needed.
27. Assists with moving vans and other equipment to the appropriate repair
 - a. facility as needed.
28. Assess, order, and stock supplies.
29. Assists in instruction, training, and education at the EMT level for new
 - a. employee STAR academy.
30. The STAR program staff will be required to be flexible in scheduling as the work
 - a. requires nontraditional hours. MHCD will develop and present staffing and coverage
 - b. pattern in coordination with the Denver 911.



SCOPE OF WORK AND BUDGET

Denver Health and Hospital Authority (DHHA)

III. BUDGET

S.T.A.R. Expansion Community Support Services - Emergency Response January 1, 2022-December 31, 2022				
Contractor Name: Denver Health and Hospital Authority				
ITEMS	Caring For Denver Fund	City Fund	Total Annually All Fund Budget	BUDGET NARRATIVE JUSTIFICATION
DIRECT COSTS				
<i>Staffing</i>				
Supervisor		\$124,473.18	\$124,473.18	Contractual- 1.0 FTE DHHA Supervisor
Paramedic (or equivalent)		\$1,577,526.89	\$1,577,526.89	Contractual- 16.0 FTE DHHA EMT's
<i>Supplies, Equipment, and Other Items</i>				
Uniforms		\$7,200.00	\$7,200.00	Uniform for 10 FTE
Vehicle Maintenance 9		\$121,500	\$121,500	maintenance
Vehicle Purchase 3		\$155,310	\$155,310	new vehicles
Retrofit/ Tech 9		\$172,383.18	\$172,383.18	customizations necessary for STAR fleet
Management & Training		\$96,000.00	\$96,000.00	
Supplies		\$14,000.00	\$14,000.00	general supplies in van
Subtotal (Contractual...)	\$0.00	\$2,268,393.25	\$2,268,393.25	
TOTAL DIRECT COSTS	\$0.00	\$2,268,393.25	\$2,268,393.25	
INDIRECT COSTS				
<i>Indirect Cost Rate</i>				A flat percent time the total direct costs
Indirect Cost Rate		\$226,839.32	\$226,839.32	Indirect Cost 10%
TOTAL INDIRECT COSTS	\$0.00	\$226,839.32	\$226,839.32	
TOTAL BUDGET	\$0.00	\$2,495,232.57	\$2,495,232.57	