

A G R E E M E N T

THIS AGREEMENT is made between the **CITY AND COUNTY OF DENVER**, a 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, authorized to do business in the State of Colorado, whose address is 777 Bannock Street, MC1952, Denver, Colorado 80204 (the "Contractor"), jointly (“the parties”).

The parties agree as follows:

1. COORDINATION AND LIAISON: The Contractor will, during the term of this Agreement, fully coordinate all services hereunder with the Director of the Denver Head Start Office (the “Director” and the “Head Start Office” respectively) or such other City representative as may be designated by the City.

2. SERVICES TO BE PERFORMED:

a. At the direction of the Director, the Contractor shall diligently undertake, perform, and complete all of the services and produce all the deliverables set forth in this Agreement and **Exhibit A** attached hereto and incorporated herein by reference.

b. The Contractor is ready, willing, and able to provide the services required by this Agreement. The Contractor will provide all materials, equipment, supplies, know-how, production materials, and labor necessary to the services contained on **Exhibit A**.

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

d. The Contractor will comply with the City’s policy directives and required procedures for branding and marking of the Services and other activities concerning Denver’s Head Start Program. Branding includes, without limitation, how the Services and other activities concerning Denver’s Head Start Program will be named and presented to the public and the roles of the City, ACF or HHS, and the Contractor in connection with the Services. Marking includes, without limitation, the development and use of graphic identities, trademarks, service marks, tradenames, logos, and signage to provide the Services to visibly acknowledge and identify the roles of the City, the ACF or HHS, and the Contractor in connection with the Services and other activities concerning Denver’s Head Start Program.

3. TERM: The Agreement will commence on July 1, 2022 and will expire on June 30, 2023 (the “Term”). Subject to the Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date and the Term will extend until the work is completed or earlier terminated by the Director.

4. COMPENSATION AND PAYMENT:

a. **Fee:** The City shall pay and the Contractor shall accept as the sole compensation for services rendered and costs incurred under the Agreement an amount not to exceed **SEVEN HUNDRED TEN THOUSAND EIGHT HUNDRED TEN DOLLARS AND ZERO CENTS (\$710,810.00)** (the “Maximum Contract Amount”) payable periodic installments in accordance with the rates and budget line items contained on **Exhibit B** attached hereto and incorporated herein by reference.

b. **Reimbursable Expenses:** Except as set forth in the Budget in **Exhibit B**, there are no reimbursable expenses allowed under the Agreement. All of the Contractor’s costs and expenses are contained in **Exhibit B**.

c. **Invoicing:** Contractor shall provide the City with invoices in accordance with the budget contained on **Exhibit B** and in a format and with a level of detail acceptable to the City. Contractor’s Invoice shall be accompanied by all supporting documentation required by the City. Funds payable by the City hereunder shall be distributed to the Contractor on a reimbursement basis only, for work actually performed during the time period stated on the invoice. Invoices submitted for services rendered that are submitted more than two months after the last day upon which services were provided are considered untimely and must be submitted separately to be considered for payment. Payment for such late-submitted invoices shall be made only upon a showing of good cause for the late submission. The City’s Prompt Payment Ordinance, §§ 20-107 to 20-118, D.R.M.C., applies to invoicing and payment under this Agreement. The City reserves the right to withhold, adjust and/or reallocate any payments under this Agreement whenever it determines that that Contractor’s requests for reimbursement are inconsistent with rates and budget listed on **Exhibit B**, the purposes identified in **Exhibit A**, or if reports of nonfederal share contributions, in whole or in part, are not provided by Contractor on a timely basis.

d. **Maximum Contract Amount:**

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed 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 that specifically described on **Exhibit A**. Any unauthorized services performed by the Contractor 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 federal funds received for the Head Start program, 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. This Agreement does not and is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of the City.

e. **Modifications to Exhibits:** The parties may modify Exhibits attached to this Agreement; provided, however, that no modification to an Exhibit shall result in or be binding on the City if any proposed modification(s), individually or collectively, requires an upward

adjustment to the Maximum Contract Amount. The parties shall, in each instance, memorialize in writing any and all modifications to an Exhibit by revising and restating and referencing this City Contract Control number stated on the signature page below. A proposed modification to an Exhibit will be effective only when it has been approved in writing by the parties, approved as to form by the City Attorney's office, and uploaded into the City's automated contract system (Jaggaer) by an employee of the Head Start Office or other City office designated by the Director. All such modifications shall contain the date upon which the modified Exhibit or Exhibits shall take effect. Any modification to an Exhibit agreed to by the parties that requires an increase in the Maximum Contract Amount shall be evidenced by a written Amendatory Agreement prepared and executed by both parties in the same manner as this Agreement.

f. Non-Federal Share Match: The Contractor will contribute a match of at least ten percent (10%) of the Maximum Contract Amount from non-federal funds through cash or in-kind contributions of services or property. Values for non-federal in-kind contributions of services and property will be established in accordance with applicable federal law, regulations, cost principles, or as otherwise determined by an appropriate federal agency. Contractor's total non-federal match contribution (cash and in-kind services or property) under this Agreement will be at least **ONE HUNDRED FORTY-TWO THOUSAND ONE HUNDRED SIXTY-TWO DOLLARS AND ZERO CENTS (\$142,162.00)** as set forth in more detail in **Exhibit B**. The Contractor will report in writing to the City, within thirty (30) calendar days from the date of receipt thereof, any cash or other funds to be applied toward the non-federal match that Contractor receives. Contractor will be responsible for documenting and maintaining accurate records to the reasonable satisfaction of the City of both Contractors' non-federal share contributions and the contributions of Subdelegates and any Vendor designated by the Director. Such contributions will be recorded on each expenditure variance report and in written reports forwarded to the City on a monthly basis. Each monthly report will list all contributions provided by Contractor and/or its Subdelegates and/or any Vendor for each respective quarter and will list the total amount of contributions made as of the date of the monthly report.

5. PERFORMANCE MONITORING/INSPECTION: The Contractor will permit the Director or any other governmental agency authorized by law, or their respective authorized designees, to monitor all activities conducted by the Contractor pursuant to the terms of this Agreement and inspect any and all files, records, reports, policies, minutes, materials, books, documents, papers, invoices, accounts, payrolls and other data, whether in hardcopy or electronic format, relating to any matter covered by this Agreement. As the monitoring agency may in its sole discretion deem necessary or appropriate, such monitoring may consist of reviewing methods, procedures and practices, examining internal evaluation procedures, examining program data, on-site observation, on-site verification, formal and informal audit examinations, attending all meetings, hearings, or proceedings held by the Contractor, its Board of Directors, or its employees or any other reasonable procedures relating to the performance of Services under this Agreement. All such monitoring and inspection shall be performed in a manner that will not unduly interfere with the Services to be provided under this Agreement. The Contractor will make available for inspection by the Director or the Director's designated representative any and all files, records, reports, policies, minutes, materials, books, documents, papers, invoices, accounts, payrolls and other data, whether in hardcopy or electronic format, relating to any matter covered by this Agreement.

6. STATUS OF CONTRACTOR:

a. 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 employees or officers of the City under Chapter 18 of the Denver Revised Municipal Code, or for any purpose whatsoever.

b. Without limiting the foregoing, the parties hereby specifically acknowledge that the Contractor is not entitled to unemployment insurance benefits unless unemployment compensation coverage is provided by the Contractor or some other entity besides the City, that the Contractor is not entitled to workers' compensation benefits from the City, and that the Contractor is responsible for any federal and state income taxes on any monies earned pursuant to this Agreement, if any.

7. TERMINATION:

a. The City has the right to terminate the Agreement with cause upon written notice effective immediately, and without cause upon twenty (20) days prior written notice to the Contractor. However, nothing gives the Contractor the right to perform services under the Agreement beyond the time when its services become unsatisfactory to the Director.

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, with or without cause, 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.

d. If the Agreement is terminated, the City is entitled to and will take possession of all materials, equipment, tools and facilities it owns that are in the Contractor's possession, custody, or control by whatever method the City deems expedient. The Contractor shall deliver all documents 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".

8. 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 to Contractor's performance pursuant to this Agreement, provision of any goods or services to the City, and any other related to this Agreement. 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 audits pursuant to this paragraph shall require Contractor to make disclosures in violation of state or federal privacy laws. Contractor shall at all times comply with D.R.M.C. 20-276.

9. 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.

10. INSURANCE: 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 represents that it self-insures for general liability, automobile liability, workers' compensation, employers' liability and professional liability insurance for itself and for its public employees pursuant to the Colorado Governmental Immunity Act (C.R.S. §§ 24-10-101 through 24-10-120). Contractor has provided a certificate of insurance as **Exhibit C**.

a. Subcontractors and Subconsultants: Contractor shall ensure that all such Subcontractors and Subconsultants (Subcontractors) maintain the following insurance covering all operations, goods or services provided pursuant to this Agreement. Contractor agrees to provide proof of insurance for all such Subcontractors upon request by the Contractor. The insurance coverages specified in this Agreement are the minimum requirements, and do not lessen or limit the liability of the Subcontractor. The Subcontractor shall maintain, at its own expense, any additional kinds or amounts of insurance that it may deem necessary to cover its obligations and liabilities under this Agreement.

b. Additional Insureds: For Commercial General Liability and Auto Liability, Subcontractor's insurer(s) shall include Contractor and the City and County of Denver, its elected and appointed officials, employees and volunteers as additional insured.

c. Workers' Compensation & Employer's Liability Insurance: Subcontractor shall maintain coverage as required by statute for each work location and shall maintain Employer's Liability insurance with limits of \$100,000 per occurrence for each bodily injury claim, \$100,000 per occurrence for each bodily injury caused by disease claim, and \$500,000 aggregate for all bodily injuries caused by disease claims.

d. Commercial General Liability: Subcontractor shall maintain a Commercial General Liability insurance policy with minimum limits of \$1,000,000 for each occurrence, \$1,000,000 for each personal and advertising injury claim, \$2,000,000 products and completed operations aggregate (if applicable), and \$2,000,000 policy aggregate.

e. Professional Liability (Errors & Omissions): Subcontractor shall maintain minimum limits of \$1,000,000 per claim and \$1,000,000 policy aggregate limit. The policy shall be kept in force, or a Tail policy placed, for three (3) years for all contracts except construction contracts for which the policy or Tail shall be kept in place for eight (8) years.

f. Automobile Liability: Subcontractor shall maintain Automobile Liability with minimum limits of \$1,000,000 combined single limit applicable to all owned, hired and non-owned vehicles used in performing services under this Agreement.

g. Cyber Liability: Subcontractor shall maintain Cyber Liability coverage with minimum limits of \$1,000,000 per occurrence and \$1,000,000 policy aggregate covering claims involving privacy violations, information theft, damage to or destruction of electronic information, intentional and/or unintentional release of private information, alteration of electronic information, extortion and network security. If Claims Made, the policy shall be kept in force, or a Tail policy placed, for three (3) years.

11. [RESERVED]

12. TAXES, CHARGES AND PENALTIES: The City is not liable for the payment of taxes, late charges or penalties of any nature, 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.

13. 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 Director's prior written consent. Any assignment or subcontracting without such consent will be ineffective and void, and shall be cause for termination of this Agreement by the City. The Director has sole and absolute discretion whether to consent to any assignment or subcontracting, or to terminate the Agreement on account 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 sub-Contractor, subcontractor or assign.

14. 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.

15. 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.

16. 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 D.R.M.C.

17. 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.

18. 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 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 which 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 in the event it determines a conflict exists, after it has given the Contractor written notice describing the conflict.

19. NOTICES: Notices concerning termination of the Agreement, alleged or actual violations of the terms of the Agreement, and matters of similar importance must be hand delivered, sent by overnight courier service, mailed by certified mail, return receipt requested, sent via email to sparo@dhha.org if via email, or mailed via United States mail, postage prepaid, if to Contractor at the address first above written, and if to the City at:

Director, Denver's Head Start Office
City and County of Denver
201 West Colfax Avenue, Dept. 1105
Denver, Colorado 80202

With a copy of any such notice to:

Municipal Operations Section
Denver City Attorney's Office
201 West Colfax Avenue, Dept. 1207
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 send via email shall be considered effective once receiving Party send 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.

20. CONFIRMATION OF LAWFUL EMPLOYMENT:

a. This Agreement is subject to Division 5 of Article IV of Chapter 20 of the Denver Revised Municipal Code, and any amendments (the “Certification Ordinance”).

b. The Contractor certifies that:

(1) At the time of its execution of this Agreement, it does not knowingly employ or contract with a worker without authorization who will perform work under this Agreement.

(2) It will participate in the E-Verify Program, as defined in § 8-17.5-101(3.7), C.R.S., to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement.

c. The Contractor also agrees and represents that:

(1) It shall not knowingly employ or contract with a worker without authorization to perform work under the Agreement.

(2) It shall not enter into a contract with a subcontractor that fails to certify to the Contractor that it shall not knowingly employ or contract with a worker without authorization to perform work under the Agreement.

(3) It has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement, through participation in the E-Verify Program.

(4) It is prohibited from using the E-Verify Program procedures to undertake pre-employment screening of job applicants while performing its obligations under the Agreement, and that otherwise requires the Contractor to comply with any and all federal requirements related to use of the E-Verify Program including, by way of example, all program requirements related to employee notification and preservation of employee rights.

(5) If it obtains actual knowledge that a subcontractor performing work under the Agreement knowingly employs or contracts with a worker without authorization, it will notify such subcontractor and the City within three business (3) days. The Contractor will also then terminate such subcontractor if within three business (3) days after such notice the subcontractor does not stop employing or contracting with the worker without authorization, unless during such three-day period the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with a worker without authorization.

(6) It will comply with any reasonable request made while an investigation by the Colorado Department of Labor and Employment under authority of § 8-17.5-102(5), C.R.S, or the City Auditor, under authority of D.R.M.C. 20-90.3.

d. The Contractor is liable for any violations as provided in the Certification Ordinance. If Contractor violates any provision of this section or the Certification Ordinance, the City may terminate this Agreement for a breach of the Agreement. If the Agreement is so terminated, the Contractor shall be liable for actual damages to the City as allowed under the C.G.I.A. . Any such termination of a contract due to a violation of this section or the Certification Ordinance may also, at the discretion of the City, constitute grounds for disqualifying Contractor from submitting bids or proposals for future contracts with the City.

21. DISPUTES: All disputes between the City and Contractor arising out of or regarding the Agreement will 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 Director as defined in this Agreement.

22. 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.

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

24. COMPLIANCE WITH APPLICABLE 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 and State of Colorado; and with the Charter, ordinances, rules, regulations and Executive Orders of the City and County of Denver. In particular, and not by way of limitation, the services shall be performed in strict compliance with all laws, executive orders, ordinances, rules, regulations, policies and procedures prescribed by the City, the State of Colorado, and the United States Government, and the following additional federal requirements:

- a. The Head Start Act as codified at 42 U.S.C. 9801, *et seq.*;
- b. Head Start Program Performance Standards, 45 CFR Part 1301 through 1305, including all regulations referenced therein and all successor regulations pertaining to the Head Start program;
- c. 45 CFR Part 16, 30, 46, 75, 80, 81, 84, 87, 92 and 107;
- d. All applicable circulars of the U.S. Office of Management and Budget (“OMB”) including without limitation Omni-Circular “Uniform Administrative Requirements, Cost

Principles, and Audit Requirements for Federal Awards”, 2 C.F.R. Part 200, *et seq.* and 2 CFR Part 25.110; Contractor’s use of funds under this Agreement is subject to the directives of and full compliance with 45 C.F.R. Part 75 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards), and 2 CFR Part 200 (Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards), excepting 2 CFR 200 Subpart E.

e. Program instructions, directives, and guidance. All manuals, policies, procedures, informational memoranda, Program guidance, instructions, directives, or other written documentation issued by the federal government or the City and provided to the Contractor concerning the Head Start Program or the expenditure of federal funds;

f. The terms and conditions of the Notice of Grant Award issued by ACF to the City concerning the Head Start program. Contractor further acknowledges that the Notice of Grant Award governing the Term has not yet been fully executed between the City and ACF;

g. The terms and conditions contained in all Exhibits to this Agreement unless the City notifies the contractor in writing that a specific requirement does not apply to the performance of the Services;

h. The Drug-Free Workplace Act of 1988 as codified at 41 U.S.C. 701, *et seq.*;

i. U.S. Executive Order 12549, Debarment and Suspension implemented at 2 C.F.R. Part 180. The Contractor is subject to the prohibitions on contracting with a debarred organization pursuant to U.S. Executive Orders 12549 and 12689, Debarment and Suspension, and implementing federal regulations codified at 2 C.F.R. Part 180 and 2 C.F.R. Part 376. By its signature below, the Contractor assures and certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. The Contractor shall provide immediate written notice to the Director if at any time it learns that its certification to enter into this Agreement was erroneous when submitted or has become erroneous by reason of changed circumstances. If the Contractor is unable to certify to any of the statements in the certification contained in this paragraph, the Contractor shall provide a written explanation to the City within thirty (30) calendar days of the date of execution of this Agreement. Furthermore, if Contractor is unable to certify to any of the statements in the certification contained in this paragraph, the City may pursue any and all available remedies available to the City, including but not limited to terminating this Agreement immediately, upon written notice to the Contractor.

The Contractor shall include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction" in all covered transactions associated with this Agreement. The Contractor is responsible for determining the method and frequency of its determination of compliance with Executive Orders 12549 and 12689 and their implementing regulations;

j. Byrd Anti-Lobbying. If the Maximum Contract Amount exceeds \$100,000, the Contractor must complete and submit to the Agency a required certification form provided by the

Agency certifying that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Contractor must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award;

k. “New Restrictions on Lobbying” as set forth in implementing regulations 45 C.F.R. Part 93. Contractor assures and certifies that: No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

l. Non-Discrimination and Equal Employment Opportunity (Federal requirements).

(1) In carrying out its obligations under the Agreement, Contractor and its officers, employees, members, and subcontractors hereby affirm current and ongoing compliance with Title VII of the Civil Rights Act of 1964, The Americans With Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, and all other nondiscrimination and equal employment opportunity statutes, laws, and regulations. Contractor agrees not discriminate against any employee or applicant for employment because of race, religion, national origin, ancestry, color, gender, gender identity, sexual orientation, age, disability, political affiliation or belief, or veteran status. Contractor will ensure that all qualified applicants are hired, and all employees are considered for promotion, demotion, transfer; recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, selection for training (including apprenticeship), or any other employment-related opportunities, without regard to race, religion, national origin, ancestry, color, gender, gender identity, sexual orientation, age, disability, political affiliation or belief, or veteran status.

(2) Contractor agrees to post notices affirming compliance with all applicable federal and state non-discrimination laws in conspicuous places accessible to all employees and applicants for employment. Contractor will affirm that all qualified applicants will receive consideration for employment without regard to race, religion, national origin, ancestry, color, gender, gender identity, sexual orientation, age, disability, political affiliation or belief, or veteran status in all solicitations or advertisements for employees placed by or on behalf of Contractor.

(3) Contractor will incorporate the foregoing requirements of this section in all of its subcontracts.

(4) Contractor agrees to collect and maintain data necessary to show compliance with the nondiscrimination provisions of this section;

m. No Discrimination in Program Participation (Federal). The Contractor will comply with any and all applicable federal, state, and local laws that prohibit discrimination in programs and activities funded by this Agreement on the basis of race, color, religion, national origin, sex, disability, and age including but not limited to Title VI of the Civil Rights Act of 1964 (Title VI), Section 504 of the Rehabilitation Act of 1973 (Section 504), the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 (ADA), Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 (Title VII), the Age Discrimination in Employment Act (ADEA), the antidiscrimination provision of the Immigration Reform and Control Act of 1986 (IRCA), the Equal Pay Act (EPA)), or other Federal, State or local laws that provide additional protections against discrimination. Violations may be subject to any penalties set forth in said applicable laws. Contractor acknowledges that Title VI prohibits national origin discrimination affecting persons with limited English proficiency (LEP). Contractor hereby certifies and assures that LEP persons will have meaningful access to all services provided under this Agreement. To the extent Contractor provides assistance to LEP individuals through the use of an oral or written translator or interpretation services, in compliance with this requirement, LEP persons shall not be required to pay for such assistance. Further, Contractor acknowledges the City's Office of Human Rights and Community Partnerships, Office of Sign Language Services (OSLS) oversees access for deaf and hard of hearing people to City programs and services. The Contractor will comply with any and all requirements and procedures of the OSLS, as amended from time to time, concerning the provision of sign language interpreter services for all services provided by the Contractor under this Agreement. Further, Contractor acknowledges the public policy requirement of the U.S. Dept. of Health and Human Services that no person otherwise eligible to participate in programs and services supplied under this Agreement will be excluded from participation in, denied the benefits of, or subjected to discrimination in the administration of HHS programs and services based on non-merit factors such as age, disability, sex, race, color, national origin, religion, gender identity, or sexual orientation. Contractor must comply with this national policy requirement with respect to the performance of work and administration of funds provided under this Agreement and for all programs and services supported by HHS awards. 45 C.F.R. Part 75.300(c)

n. Davis-Bacon Act. 40 U.S.C. Section 276a-a(7) (2000) or to the extent that the Davis-Bacon Act is deemed not to apply to this Agreement, Section 20-76 of the Den. Rev. Mun. Code pertaining to Payment of Prevailing Wages.

o. Mandatory disclosures. Contractor must disclose, in a timely manner, in writing to the Agency all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the work to be performed under this Agreement. Failure to make required disclosures can result in the Agency taking any of the remedies described in 2 C.F.R. §200.338;

p. FFATA. The Federal Funding Accountability and Transparency Act of 2006, FFATA, and implementing rules and regulations;

q. The Deficit Reduction Act of 2005, 109 P.L. 171;

r. Federal Privacy Requirements, as applicable, including without limitation, 45 CFR Parts 160, 164, and 1303 Subpart C and HHS's Standards for Privacy of Individually Identifiable Health Information (Privacy Rule) implementing the Health Insurance Portability and Accountability Act (HIPAA) of 1996, 42 U.S.C. 1320d et seq. Contractor shall submit to the Director, within fifteen (15) days of the Director's written request, copies of Contractor's policies and procedures to maintain the confidentiality of protected health information to which Contractor has access.

s. City and County of Denver Executive Order No. 94 concerning the use, possession or sale of alcohol or drugs. The Contractor, its officers, agents and employees will cooperate and comply with the provisions of Executive Order 94 and Attachment A thereto 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 the City barring the Contractor's personnel from City facilities or participating in City operations;

25. 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.

26. 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.

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

28. INTELLECTUAL PROPERTY RIGHTS: The City and Contractor intend that all property rights to the Product and any and all other materials, text, logos, documents, booklets, manuals, references, guides, brochures, advertisements, music, sketches, 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. 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.

29. 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.

30. 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 Director. 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 Director in advance of the date and time of any presentation. Nothing in this provision precludes the transmittal of any information to City officials. The foregoing notwithstanding, Contractor reserves the right to publish its own findings from this project without City prior approval, in accordance with academic standards. Any Contractor proposed publications will be submitted to City for review and identification of any trade secrets or confidential/proprietary information, no later than 30 calendar days prior to submitting for publication.

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

32. 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 or contemporaneous addition, deletion, or other modification has any force or effect, unless embodied in the Agreement in writing. No subsequent novation, renewal, addition, deletion, or other amendment will have any force or effect unless embodied in a written amendment to the Agreement properly executed by the parties. 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. The Agreement is, and any amendments will be, binding upon the parties and their successors and assigns.

33. USE, POSSESSION OR SALE OF ALCOHOL OR DRUGS: The 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 the City barring the Contractor's personnel from City facilities or participating in City operations.

34. 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 hereunder, 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.

End.

Signature pages and Exhibits follow this page.

Exhibit A – Scope of Work

Exhibit B – Budget

Exhibit C – Certificate of Insurance

Contract Control Number: MOEAI-202262476-[[This Amendment Number]]
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:

MOEAI-202262476-[[This Amendment Number]]
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)

EXHIBIT A

SCOPE OF WORK –

February 28, 2022

OVERVIEW

Contractor Info:	
Organization:	Denver Health & Hospital Authority
Contact Person:	
Address:	777 Bannock St. MC 0111, Denver, CO 80204
Phone:	
Email:	
Signatory Authority Name (Primary):	
Contact phone and email:	
Signatory Authority Name Secondary):	
Contact phone and email:	
Program:	Head Start Health, Dental, and Early Childhood Mental Health Consultation
Program Code:	PH0010502 – Early Head Start only
Grant ID:	GR00002396 (Head Start) & Early Head Start 08CH010552

Contract Term: July 1, 2022 through June 30, 2023**Contract Amount: \$568,648****Please Note: All 2022 expenses must be billed no later than January 31, 2023****Work Description:**

Denver Great Kids Head Start (DGKHS) is a program of the Office of Children's Affairs at the City and County of Denver. This purpose of the Office of Children's Affairs is to ensure Denver's children and youth have their basic needs met, are ready for kindergarten, and prepared for academic and professional success. Aligned with this overall mission, the vision of DGKHS is to prepare Early Head Start and Head Start children to enter Kindergarten competently with the social, physical emotional, and cognitive skills and competencies necessary for continuing school success.

EXHIBIT A

DGKHS operates the Head Start program in East, Northeast, Southeast, Southwest and near West Denver neighborhoods through a grantee-delegate agency model. The grantee part of the model is comprised of administrative, budget, and content area administrators based with the Office of Children's Affairs. The delegate agency part of the model is comprised of six independent agencies. Collectively, the funded enrollment is 1,344 children.

DGKHS provides integrated supplemented services to enrolled Head Start children and families at the delegate agency level through vendor contracts. These include: Health services, Nutrition services, Mental Health Consultation services and services to Children with Disabilities.

With over 70 percent of Head Start children served by Denver Health and Hospital Authority (DHHA) as their medical and dental home and with access for Head Start children to the Denver Health School-based Regional Health Centers, DHHA is well-positioned to provide comprehensive health services to children and families in DGKHS.

This contract for the provision of supplemental health, dental and mental health consultation services by DHHA.

Services:

Health and Dental Services

- Health and dental services
- Consultation training and technical assistance to support DGKHS, Delegate agencies, and Head Start children and families in area of health and dental services.
- Communication and coordination for health and dental services between and among DGKHS and the delegate agencies.
- Requirements for monitoring and reporting of DGKHS.

These services are to be provided in a linguistically and culturally responsive manner as needed.

Service Provision:

DHHA shall provide primary health and dental care services, clinical oversight, and resource support for the DGKHS program as managed by the DGKHS Health Services Director. DHHA will:

- Coordinate and provide medical and Child Care Health Consultant RN support to six delegate agencies.
- RN Triage Coverage available by email M-F 7AM-6PM HeadStartNurses@dhha.org as well as by phone 303-602-6796.
- Provide training of new nursing personnel and ongoing monitoring and training to ensure Head Start performance standards are met and quality of care follows nursing practice protocols.
- Provide direct dental services to children. A dentist will provide a preventative oral health screening in Head Start classrooms within 90 days of enrollment.
- Coordinate the scheduling of in-classroom dental screenings and ensure that children with identified needs receive referrals to be able to access follow-up care. Children with moderate to severe dental caries will be offered assistance in scheduling follow-up dental visits within 30 days of a referral for follow-up care from a DGKHS delegate agency.
- Work with the DGKHS Health Services Director to develop and ensure delivery of health services in accordance with Head Start performance standards as specified in 45 CFR 1304.20. These responsibilities include:
 - Assist delegate agencies in ensuring DGKHS children and families have a medical home.
 - Complete health screenings within 45 days of entry including vision and hearing screenings, height, weight, and blood pressure – if not noted on physical examination.

EXHIBIT A

- Coordinate with the Marion Downs Center in scheduling screenings and follow-up of children needing further services.
- Review health histories and follow-up on health concerns with appropriate documentation.
- Delegate health care action plans for children with identified significant health concerns.
- Coordinate with appropriate staff in obtaining documentation of required immunization and physical examinations per Head Start and State Childcare Regulations and EPSDT requirements.
- Collaborate with the health vendor RN and other staff to ensure all Head Start performance standards and childcare regulations are followed.

Consultation, Training, and Technical Consultation

DHHA will provide consultation, training, and technical consultation as defined below:

- Provide consultation and training on identified health concerns to enable staff to accommodate children in the classroom.
- Work with the delegate agency staff in its development of healthcare action plans to safely integrate children with special healthcare needs into the classroom setting.
- Develop and provide new employee orientations and other trainings as requested.

Communication and Coordination

DHHA, shall be required to provide the following communication and coordination as defined below:

- Provide integration of health services with Head Start families medical home to:
 1. Obtain medical and immunization records with appropriate release of records.
 2. Arrange for specialty appointments as needed for children with identified health or dental concerns.
 3. Interface with other medical home staff to ensure that timely medical and dental follow-up is accomplished.
- Communicate and coordinate with other health care providers to ensure referral and follow-up for Head Start children.
- Attend monthly DGKHS Management team and relevant content area meetings (i.e., disabilities/mental health, education, family services, and health), DGKHS Health Services Advisory Committee meetings, and/or delegate agency health team meetings.
- Meet monthly or as necessary with the DGKHS Health Services Director to plan, problem-solve and implement best practices in health and dental care services.
- Provide reporting in accordance with DGKHS policies and procedures related to Child Welfare.

Monitoring and Reporting

DHHA assists the DGKHS Health Service Director in ensuring compliance with Federal Head Start Performance Standards by completing audits on 10 to 15 percent of children's health charts one time per year (January/ February). DHHA will review PIR data twice yearly and report the information back to Head Start delegate health staff and identify corrections and areas for improvement. The Health Vendor will work with the DGKHS Health Services Director to strategize and develop a corrective action plan for any health and dental indicator that is not in the acceptable 90-100% range.

- In conjunction with the DGKHS Health Services Advisory Committee, reviews and maintains health policies and procedures, monitors changes in the health arena and proposed changes in compliance with Head Start Performance Standards.
- Submits monthly health vendor invoices detailing services and cost.
- Submit dental reports. Report will include information collected by the Denver Health HCP/ Dental Tracker.

Mental Health Services

DHHA ECMHC program will continue to offer early childhood mental health consultation services to all 1, 344 children in Denver Great Kids Early Head Start and Head Start program through an embedded

EXHIBIT A

consultation model. The ECMHC program will increase the social emotional development and protective factors of preschool children from culturally diverse and low-income families through child & family-focused consultation. Increase the overall mental health climate of Head Start classrooms through classroom-focused consultation; and design and implement early childhood mental health best practices within the program, improve reflective skills and resiliency with Early Head Start and Head Start staff, increase knowledge of relevant mental health topics for Early Head Start and Head Start staff, along with increasing parent engagement by improving parenting practices and attitudes to strengthen connections to school and reduce problem behaviors at school and at home through program-focused consultation.

Child & family-focused consultation tasks:

- Provide mental health consultation to DGKHS delegate agencies in Early Head Start, Head Start and Home-based programming settings.
- In response to COVID-19 provide virtual consultation, virtual meetings, virtual live streaming observations, and virtual consultation services as need.
- Provide consultation services to parents including parent education, coaching, advocacy, and assist with mental health promotion regarding identified child. Consultation services will be provided virtual or in-persons or at a location convenient for parents.
- Consultants will provide classroom mentoring, coaching, and modeling with classroom staff as needed. Consultants will attend multidisciplinary meetings regarding identified child/family.
- Where indicated and with parental permission, facilitate referrals for children needing a higher level of mental health care to Denver Health's Outpatient Behavioral Health Services or Community Mental Health Services. Connecting children and families to community resources for further medical or mental health resources.

Classroom-focused consultation tasks:

- Provide a classroom observation utilizing the CHILDS with teacher and director consent (completed referral form) to identify teacher goals and assess effectiveness of consultation.
- Provide consultation services to teachers, directors, education coaches, and other administration as needed including education, mentoring, modeling, and coaching.
- Attend classroom team meetings when a referral is present. If consultants are unable to attend collaboration meetings, they will provide documentation of recommendations for strategies and up-dates on work with teachers and families.

Program-focused consultation tasks:

- Complete Letter of Commitment document with each delegate at the start of the school year, which includes conversations with delegate coordinators and administrators to identify program strengths and Early Childhood Mental Health needs and will determine priorities for service provision for the year.
 - Each Delegate agency will have a liaison assigned within the early childhood mental health consultation team. This liaison will work with delegate coordinators to facilitate and obtain referrals for consultation services.
- Provide trainings to increase knowledge of relevant mental health topics for Early Head Start and Head Start staff and increase parent engagement by improving parenting practices and attitudes

EXHIBIT A

to strengthen connections to school and reduce problem behaviors at school and at home through program-focused consultation.

- Provide staff development training on topics in collaboration with delegate agency administrators and DGKHS disabilities and mental health administrator. Topics may include managing stress, understanding perinatal mood and anxiety, communication, and building relationships. When requesting a staff development training consultant will need at least one-month prior notice to ensure the development and facilitation of requested training.
- In collaboration with delegate staff and DGKHS facilitate content delivery of parent education classes or trainings. When requesting a parent education class at least one-month prior notice is needed.
- Attend collaboration meetings to support overall program.
- When a referral for relationship-based reflective processing (RRP) is present, an assigned consultant will provide relationship-based reflective processing with Early Head Start and/or Head Start program staff up to 2 hours per month.

Additional ECMHC program tasks:

- Complete CoAIMH Early Childhood Mental Health Family Specialist Endorsement and required reflective supervision to maintain program alignment with the Office of Early Childhood.
- Provide translated ECMH consultation materials to DGKHS Early Head Start and Head Start families, teachers, and staff.
- Complete consultation evaluations and surveys with teachers, administrators, family service workers, and families when able, to ensure that efforts to evaluate program success are made on an ongoing basis.
- Provide monthly data reporting updates to the DGKHS Management Team by the 10th of each month in accordance with DGKHS policies and procedures to include the following:

Data on Child and Family- Focused Consultation

1. Delegate name
2. Center name
3. Classroom name
4. Child name
5. Consent date – when parent signed consent form (this is when services start)
6. Discharge date – when services are complete.
7. DECA-C dates caregiver, pre, post
8. DECA-C dates teacher, pre, post
9. Time spent per month (hours)
10. Number of consults with caregivers (monthly)
11. Number with teachers (monthly)
12. Number consults with admin (monthly)

Data on Classroom Consultation

1. Delegate name
2. Center name
3. Classroom name
4. Open date (classroom consultation referral) – classroom specific referral
5. CHILD pre –date

EXHIBIT A

6. CHILD post-date
7. Time spent per week
8. Number of consults with teachers
9. Number of consults with ADMIN/FSW

- Provide End-of-Year data reporting to the DGKHS Management Team in accordance with DGKHS policies and procedures.
- DHHA ECMHC program staff will work with delegate directors, DHHA Health Team, DGKHS, and delegate agency staff to ensure that safety precautions are taken, planned for, and executed in accordance with state guidance as we continue to respond to COIVID-19.
- Submit monthly documentation to include mental health vendor invoices detailing services and costs:

Budget/Budget Narrative:

	<i>proposed</i>
1.) Personnel	\$429,074
2.) Fringe	\$121,001
3.) Travel	\$4,040
4.) Equipment	\$1,700
5.) Supplies/Materials	\$2,051
6.) Sub-Contracts	\$1,800
7.) Construction	\$0
8.) Other Direct Costs	\$8,982
9.) In kind Costs	\$142,162

1.) Personnel \$- 429,074

Health and Dental

	PROGRAM FUNDS	Total
1.) Personnel/Salaries (detail each position)	\$190,711.00	\$190,711.00
Clinical Consultant, MD	\$2,036.00	\$2,036.00
Clinical Consultant, APP	\$6,470.00	\$6,470.00
RN Program Manager, supervisor	\$90,213.00	\$90,213.00
RN Case Manager-CHS	\$49,892.00	\$49,892.00
RN Case Manager-CHS	\$42,100.00	\$42,100.00

Health/Dental EHS

EXHIBIT A

	PROGRAM FUNDS	Total
1.) Personnel/Salaries (detail each position)	\$3,965.00	\$3,965.00
Clinical Consultant, MD	\$1,037.00	\$1,037.00
Clinical Consultant, APP	\$1,588.00	\$1,588.00
RN Program Manager, supervisor	\$1,340.00	\$1,340.00

Mental Health

1.) Personnel/Salaries (detail each position)	\$226,598.00	\$226,598.00
LCSW, Supervisor Early Childhood Mental Health Consultant	\$75,105.00	\$75,105.00
LCSW, Early Childhood Mental Health Consultant	\$67,694.00	\$67,694.00
LCSW, Early Childhood Mental Health Consultant	\$11,588.00	\$11,588.00
LCSW, Early Childhood Mental Health Consultant	\$72,211.00	\$72,211.00

Mental Health EHS

	PROGRAM FUNDS	Total
1.) Personnel/Salaries (detail each position)	\$7,800.00	\$7,800.00
LCSW, Early Childhood Mental Health Consultant	\$7,800.00	\$7,800.00

TOTAL: \$429,074

2.) Fringe \$- 121,001

Staff position – Fringe Benefits - 28.2% of Salaries - based on 2021 approved rate

TOTAL: \$121,001

3.) Travel \$- 4,040

Mileage for the Denver Health & Hospital Authority Head Start staff to conduct business related to program guidelines and expectations. Pricing is based on GSA rates as modified, current rate is .59 per mile for 2022.

TOTAL: \$4,040

4.) Equipment \$- 1,700

1. Repair/Maintenance equipment
2. Medical and dental supplies

TOTAL: \$1,700

5.) Supplies/Materials \$- 2,051

Supplies/copying/curriculum

TOTAL: \$2,051

EXHIBIT A

6.) Sub-Contracts \$- \$1,800

Consultant – Kyle Ohl. Early Childhood Mental Health Family Specialist Endorsement requires reflective supervision from an endorsed provider. DHHA does not currently have an endorsed provider for this role and requesting reflective supervision from Kyle Ohl, a licensed professional counselor with an Infant Mental Health Specialist endorsement through the Colorado Association of Infant Mental Health. Hourly rate of \$100. Requesting 24 hours supervision for the 3 ECMH consultant.

TOTAL: \$1,800

7.) Construction \$- 0

(ONLY as applicable/eligible)

8.) Other Direct Costs \$- \$8,982

Communication cost, training and continuing education, Colorado Association of Infant and Mental Health memberships, copying, and meals/meetings.

TOTAL: \$8,982

9.) In Kind Costs \$- 142,162

Overhead (not to exceed 5-10% of total award)

TOTAL: \$142,162

Grant Requirements - General

- Final report must be delivered with recommendations for implementation at the end of this agreement through an official proposal meeting.

Requirements – Office of Children’s Affairs

- Vendor staff may be required to meet with an Office of Children’s Affairs representative to debrief, share lessons learned about grant process, programming impact, etc.
- Vendor may be required to host one site visit for Office of Children’s Affairs staff each year.
- All modifications to the services and/or budget that exceeds 5% in change to any line item must be pre-approved in writing by the Office of Children’s Affairs

DHHA - EHS Health and Dental

Please complete the section(s) for the categories you are applying for ir
1.) Personnel/Salaries (detail each position)
RN Program Manager, supervisor
RN Case Manager-CHS
RN Case Manager-CHS
2.) Fringe Benefits (detail each position)
RN Program Manager, supervisor
RN Case Manager-CHS
RN Case Manager-CHS
3.) Travel
4.) Equipment
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)
6.) Contract
7.) Construction (N/A)
8.) Other Direct Costs
9.) In Kind costs
TOTAL:

EXHIBIT B

n the narrative section -- all funds must be spent between January 1 - December 31, 2022 (add

PROGRAM FUNDS	Total
\$3,965.00	\$3,965.00
\$1,037.00	\$1,037.00
\$1,588.00	\$1,588.00
\$1,340.00	\$1,340.00
\$1,118.00	\$1,118.00
\$292.00	\$292.00
\$448.00	\$448.00
\$378.00	\$378.00
\$0.00	\$0.00
\$0.00	\$0.00
\$0.00	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
\$1,271.00	\$0.00
\$6,354.00	\$5,083.00

EXHIBIT B
DHHA - 2022-2023 Budget

Early Head Start	
Categories	EHS Health and Dental
1.) Personnel/Salaries (detail each position)	\$ 3,965
RN Program Manager, supervisor	\$ 1,037
RN Case Manager-CHS	\$ 1,588
RN Case Manager-CHS	\$ 1,340
LCSW, Early Childhood Mental Health Consultant	
2.) Fringe Benefits (detail each position)	\$ 1,118
RN Program Manager, supervisor	\$ 292
RN Case Manager-CHS	\$ 448
RN Case Manager-CHS	\$ 378
LCSW, Early Childhood Mental Health Consultant	
3.) Travel	\$ -
4.) Equipment	\$ -
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)	\$ -
6.) Contract	\$ -
7.) Construction (N/A)	\$ -
8.) Other Direct Costs	\$ -
9.) Federal Share (in kind)	\$ 1,271
Early Head Start Federal Share	\$ 5,083
Early Head Start Non Federal Share	\$ 1,271
Early Head Start Grand Total	\$ 6,354

Head Start	
Categories	HS Health and Dental
1.) Personnel/Salaries (detail each position)	\$ 190,711
Clinical Consultant, MD	\$ 2,036

Clinical Consultant, APP	\$ 6,470
RN Program Manager, supervisor	\$ 90,213
RN Case Manager-CHS	\$ 49,892
RN Case Manager-CHS	\$ 42,100
LCSW, Supervisor Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
2.) Fringe Benefits (detail each position)	\$ 53,781
Clinical Consultant, MD	\$ 574
Clinical Consultant, APP	\$ 1,825
RN Program Manager, supervisor	\$ 25,440
RN Case Manager-CHS	\$ 14,070
RN Case Manager-CHS	\$ 11,872
LCSW, Supervisor Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
LCSW, Early Childhood Mental Health Consultant	
3.) Travel	\$ 2,540
Mileage	\$ 2,540
4.) Equipment	\$ 1,700
Repair/Maintenance of Equipment	\$ 400
Medical/Dental Supplies	\$ 1,300
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)	\$ 51
Supplies/copying	\$ 51
Supplies and Curriculum	
6.) Contract	\$ -
7.) Construction (N/A)	\$ -
Consultant	
8.) Other Direct Costs	\$ 5,407
Training and Continuing Education	\$ 1,507
Data Cards	\$ 2,200
Communication (Cell Phones)	\$ 1,200
Copay fund for families	\$ 100
Meals, meetings	\$ 400
Registration/Membership fees	
9.) Non federal share (In Kind 25%)	\$ 63,547

Head Start Federal Share	\$ 254,190
Head Start Non Federal Share	\$ 63,547
Head Start Grand Total	\$ 317,737

Total Federal Share Head Start/Early Head Start
Total Non Federal Share Head Start/Early Head Start

t

EHS Mental Health	Total Early Head Start
\$ 7,800	\$ 11,765
\$ 7,800	
\$ 2,200	\$ 3,318
\$ 2,200	
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
\$ 2,500	\$ 3,771
\$ 10,000	\$ 15,083
\$ 2,500	\$ 3,771
\$ 12,500	\$ 18,854

HS Mental Health	Total Head Start
\$ 226,598	\$ 417,309

\$ 75,105	
\$ 67,694	
\$ 11,588	
\$ 72,211	
\$ 63,902	\$ 117,683
\$ 21,180	
\$ 19,090	
\$ 3,268	
\$ 20,364	
\$ 1,500	\$ 4,040
\$ 1,500	
\$ -	\$ 1,700
\$ 2,000	\$ 2,051
\$ 2,000	
\$ -	\$ -
\$ 1,800	\$ 1,800
\$ 1,800	\$ 1,800
\$ 3,575	\$ 8,982
\$ 2,000	
\$ 1,200	
\$ 375	
\$ 74,844	\$ 63,547

\$ 299,375	\$ 553,565
\$ 74,844	\$ 138,391
\$ 374,219	\$ 691,956

	\$ 568,648
	\$ 142,162

DHHA EHS Mental Health

Please complete the section(s) for the categories you are applying for in	
1.) Personnel/Salaries (detail each position)	
LCSW, Early Childhood Mental Health Consutlant	
2.) Fringe Benefits (detail each position)	
LCSW, Early Childhood Mental Health Consutlant	
3.) Travel	
4.) Equipment	
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)	
6.) Contract	
7.) Construction (N/A)	
8.) Other Direct Costs	
9.) In Kind costs	
TOTAL:	

EXHIBIT B

n the narrative section -- all funds must be spent between January 1 - December 31, 2022 (add

PROGRAM FUNDS	Total
\$7,800.00	\$7,800.00
\$7,800.00	\$7,800.00
\$2,200.00	\$2,200.00
\$2,200.00	\$2,200.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$2,500.00	\$0.00
	\$0.00
\$12,500.00	\$10,000.00

DHHA - HS Health and Dental

Please complete the section(s) for the categories you are applying for in

1.) Personnel/Salaries (detail each position)
Clinical Consultant, MD
Clinical Consultant, APP
RN Program Manager, supervisor
RN Case Manager-CHS
RN Case Manager-CHS
2.) Fringe Benefits (detail each position)
Clinical Consultant, MD
Clinical Consultant, APP
RN Program Manager, supervisor
RN Case Manager-CHS
RN Case Manager-CHS
3.) Travel
Mileage
4.) Equipment
Repair/Maintenance of Equipment
Medical/Dental Supplies
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)
Supplies/copying
6.) Contract
7.) Construction (N/A)
8.) Other Direct Costs
Training and Continuing Education
Data Cards
Communication (Cell Phones)
Copay fund for families
Meals, meetings
9.) In Kind costs
TOTAL:

EXHIBIT B

n the narrative section -- all funds must be spent between January 1 - December 31, 2022 (add	
PROGRAM FUNDS	Total
\$190,711.00	\$190,711.00
\$2,036.00	\$2,036.00
\$6,470.00	\$6,470.00
\$90,213.00	\$90,213.00
\$49,892.00	\$49,892.00
\$42,100.00	\$42,100.00
\$53,781.00	\$53,781.00
\$574.00	\$574.00
\$1,825.00	\$1,825.00
\$25,440.00	\$25,440.00
\$14,070.00	\$14,070.00
\$11,872.00	\$11,872.00
\$2,540.00	\$2,540.00
\$2,540.00	\$2,540.00
\$1,700.00	\$1,700.00
\$400.00	\$400.00
\$1,300.00	\$1,300.00
\$51.00	\$51.00
\$51.00	\$51.00
\$0.00	\$0.00
	\$0.00
\$0.00	\$0.00
	\$0.00
\$5,407.00	\$5,407.00
\$1,507.00	\$1,507.00
\$2,200.00	\$2,200.00
\$1,200.00	\$1,200.00
\$100.00	\$100.00
\$400.00	\$400.00
\$63,547.00	\$0.00
\$317,737.00	\$254,190.00

DHHA - HS Mental Health

Please complete the section(s) for the categories you are applying for in

1.) Personnel/Salaries (detail each position)
LCSW, Supervisor Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
2.) Fringe Benefits (detail each position)
LCSW, Supervisor Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
LCSW, Early Childhood Mental Health Consultant
3.) Travel
Mileage
4.) Equipment
items valued over \$5000
5.) Program Supplies/Materials (provide a moderate level of explanation in SOW)
Supplies and Curriculum
6.) Contract
Consultant
7.) Construction (N/A)
8.) Other Direct Costs
Communication (Cell Phones)
Training and Continuing Education
Registration/Membership Fees
9.) In kind costs
Total Federal Share
Total Non-Federal Share
TOTAL:

EXHIBIT B

n the narrative section -- all funds must be spent between January 1 - December 31, 2022 (add	
PROGRAM FUNDS	Total
\$226,598.00	\$226,598.00
\$75,105.00	\$75,105.00
\$67,694.00	\$67,694.00
\$11,588.00	\$11,588.00
\$72,211.00	\$72,211.00
\$63,902.00	\$63,902.00
\$21,180.00	\$21,180.00
\$19,090.00	\$19,090.00
\$3,268.00	\$3,268.00
\$20,364.00	\$20,364.00
\$1,500.00	\$1,500.00
\$1,500.00	\$1,500.00
\$0.00	\$0.00
	\$0.00
\$2,000.00	\$2,000.00
\$2,000.00	\$2,000.00
\$1,800.00	\$1,800.00
\$1,800.00	\$1,800.00
\$0.00	\$0.00
	\$0.00
\$3,575.00	\$3,575.00
\$1,200.00	\$1,200.00
\$2,000.00	\$2,000.00
\$375.00	\$375.00
\$74,844.00	\$74,844.00
299,375.00	299,375.00
\$74,844.00	74844
\$374,219.00	\$374,219.00



CERTIFICATE OF LIABILITY INSURANCE

1/1/2023

DATE (MM/DD/YYYY)

12/31/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 8110 E Union Avenue Suite 100 Denver CO 80237 (303) 414-6000	CONTACT NAME: PHONE (A/C. No. Ext): _____ FAX (A/C. No): _____ E-MAIL ADDRESS: _____														
INSURED 1482919 Denver Health and Hospital Authority 777 Bannock Street Denver, CO 80204	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : COPIC Insurance Company</td> <td style="text-align: center;">11860</td> </tr> <tr> <td>INSURER B : Safety National Casualty Corporation</td> <td style="text-align: center;">15105</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : COPIC Insurance Company	11860	INSURER B : Safety National Casualty Corporation	15105	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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COVERAGES**CERTIFICATE NUMBER:** 17242852**REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	HCC0015062	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	N	CA6675882	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	SP4066147	1/1/2022	1/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability	N	N	HCC0015062	1/1/2022	1/1/2023	\$1,000,000 per Claim \$3,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City and County of Denver, its elected and appointed officials, employees and volunteers are included as Additional Insured as respects General and Auto Liability if required by written contract. Sexual Abuse and Molestation is included, but limited per policy wording.

CERTIFICATE HOLDER

17242852
 City and County of Denver
 Denver Department of Human Services
 1200 Federal Boulevard
 Denver CO 80204

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





CERTIFICATE OF LIABILITY INSURANCE

1/1/2023

DATE (MM/DD/YYYY)

3/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 8110 E Union Avenue Suite 100 Denver CO 80237 (303) 414-6000	CONTACT NAME: PHONE (A/C. No. Ext): _____ FAX (A/C. No): _____ E-MAIL ADDRESS: _____												
INSURER(S) AFFORDING COVERAGE													
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INSURER D:													
INSURER E:													
INSURER F:													

COVERAGES **CERTIFICATE NUMBER:** 18373403 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A B C	Cyber 1st Excess Cyber 2nd Excess Cyber	N	N	B0713MEDTE2202927 EO6DACFMZM001 720000615-0000	1/1/2022 1/1/2022 1/1/2022	1/1/2023 1/1/2023 1/1/2023	Aggregate Limit: \$5M \$5M xs \$5M \$5M xs \$10M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

18373403 For Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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