

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: **06.06.24**

Please mark one:  Bill Request or  Resolution Request

## 1. Type of Request:

- Contract/Grant Agreement  Intergovernmental Agreement (IGA)  Rezoning/Text Amendment  
 Dedication/Vacation  Appropriation/Supplemental  DRMC Change  
 Other:

2. **Title:** Approves a contract with Colorado Women's Employment and Education, Incorporated DBA Center for Work Education and Employment (CWEE) for \$1,098,108 with a contract term beginning July 1, 2024, and ending June 30, 2025 to provide case management and supplemental services to Colorado Works (CW)/ Temporary Assistance for Needy Families (TANF) - CW/TANF - participants to overcome short to long-term barriers to job readiness and achieve self-sufficiency (contract control number SOCSV-202473265-00).

3. **Requesting Agency:** Denver Human Services

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Tammy Hoffman	Name: Tami Rael, Crystal Porter
Email: <a href="mailto:tammy.hoffman@denvergov.org">tammy.hoffman@denvergov.org</a>	Email: <a href="mailto:Tami.Tapia@denvergov.org">Tami.Tapia@denvergov.org</a> <a href="mailto:crystal.porter@denvergov.org">crystal.porter@denvergov.org</a>

## 5. General description or background of proposed request. Attach executive summary if more space needed:

DHS is responsible for administration of the Colorado Works (CW) program, also known as Temporary Assistance for Needy Families (TANF), in the City and County of Denver pursuant to Colorado Revised Statutes (CRS) at section 24-4-103 (11) CRS, and Colorado Code of Regulations (CCR), 9-CCR-2503-6. Funding for the TANF program is provided by the United States Department of Health and Human Services (HHS) and administered in State of Colorado by Colorado Department of Human Services (CDHS).

Outside of determining eligibility and issuing benefit assistance to participants, other administration responsibilities include promoting the long-term economic well-being of the community, through preparation for and attachment to employment for those who are able to work. DHS' CW/TANF Program is designed to engage individual participants with the services, opportunities, resources, and tools needed to successfully move toward stability and self-sufficiency. DHS facilitates robust community gains by partnering with local businesses, educational institutions, and other service providers in the area, and advocating for participants as a vital part of the DHS support network. For those who are not readily able to work, DHS' CW/TANF program offers supports and services intended to increase employability and promote family safety and stability.

DHS facilitated a Request for Proposal (RFP) process which resulted in a contract awarded to CWEE in the amount of \$1,098,108 beginning July 1, 2024, and ending June 30, 2025, to provide case management and supplemental services to CW/TANF participants to overcome short- to long-term barriers to job readiness and achieve self-sufficiency.

CWEE is further identified as a subrecipient for the purposes of this contract and is therefore subject to all terms, conditions and regulatory requirement required of federal funding subrecipients per 2 CFR Part 200, as well as specific rules and regulations for CW/TANF.

6. **City Attorney assigned to this request (if applicable):** Attorney not yet assigned

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

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

7. **City Council District:** City Wide

8. **\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

### Key Contract Terms

**Type of Contract:** Professional Services > \$500K

**Vendor/Contractor Name (including any dba's):** Colorado Women's Employment and Education, Incorporated DBA Center for Work Education and Employment

**Contract control number (legacy and new):** SOCSV-202473265-00

**Location:** Citywide

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** \_\_\_\_\_

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**

Proposed Contract: SOCSV-202473265-00 Jaggaer: 07/01/2024 through 06/30/2025

**Contract Amount (indicate existing amount, amended amount and new contract total):**

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$1,098,108	N/A	\$1,098,108

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
07/01/2024-06/30/2025	N/A	N/A

**Scope of work:**

Contractor shall provide case management and supplemental services to TANF participant categories: Services Lane 1, Services Lane 2, and Service Lane 4.

**Case Management Services** include: Case management, assessment, create/maintain individualized plan/roadmap, entry/maintenance of case files within Colorado Benefits Management System (CBMS), alternative to employment, barrier reduction, service referrals, benefit extension assistance, supervisory case file reviews, and other case management duties as assigned by CO State and DHS.

**Supplemental Services** include:

1. Domestic Violence Services
2. Life Skills Curriculum Services
  - a. Soft skills
  - b. Social media usage
  - c. Financial literacy
  - d. Basic Technology Usage
3. Education and Training Services
  - a. General Education Development (GED) or High School Equivalency (HSE) obtainment
  - b. Higher education counseling
  - c. Career counseling

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- d. Resume building, interview coaching, and workplace professionalism
  - e. Connections with community employers
  - f. Computer skills
4. Non-English services
    - a. Help navigating available services for non-English speakers
    - b. Language access plans
    - c. Hands-on resource and benefits navigation
  5. Childcare Placement Navigation
  6. Affordable Housing Navigation and Homelessness Support
  7. Accessing Mental Health Services and Addiction Support
    - a. Licensed therapists
    - b. Referrals to necessary specialists
    - c. Leveraging Medicaid

**Was this contractor selected by competitive process? Yes If not, why not?**

**Has this contractor provided these services to the City before?  Yes  No**

**Source of funds:** Federal fund pass through CO State (Federal Award Identification Number (FAIN) 2401COTANF, Assistance Listing # 93.558.)

**Is this contract subject to:**  W/MBE  DBE  SBE  XO101  ACDBE  N/A

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** N/A

**Who are the subcontractors to this contract?** N/A

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