

# CONTRACT AMENDMENT #1

## SIGNATURE AND COVER PAGE

<b>State Agency</b> Colorado Department of Human Services, Office of Children, Youth, and Families-Division of Youth Services	<b>Original Contract Number</b> 21 ICAA 160097
<b>Contractor</b> City and County of Denver 2 <sup>nd</sup> JD	<b>Amendment Contract Number</b> 21 ICAA 163790
<b>Current Contract Maximum Amount</b> Initial Term State Fiscal Year 2021 <span style="float: right;">\$1,550, 888.02</span>	<b>Contract Performance Beginning Date</b> August 17, 2020
Total for All State Fiscal Years <span style="float: right;">\$1,550, 888.02</span>	<b>Current Contract Expiration Date</b> June 30, 2021

### THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

<p style="text-align: center;"><b>CONTRACTOR</b> City and County of Denver</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: Michael B. Hancock, Mayor</p> <p style="text-align: center;">Date: _____</p>	<p style="text-align: center;"><b>STATE OF COLORADO</b> Jared Polis, Governor Colorado Department of Human Services Michelle Barnes, Executive Director</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: Al Estrada, Division of Youth Services Associate Director</p> <p style="text-align: center;">Date: _____</p>
<p style="text-align: center;">2<sup>nd</sup> State or Contractor Signature if Needed</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: Paul Lopez, Clerk and Recorder</p> <p style="text-align: center;">Date: _____</p>	
<p>In accordance with §24-30-202 C.R.S., this Amendment is not valid until signed and dated below by the State Controller or an authorized delegate.</p> <p style="margin: 10px 0;"><b>STATE CONTROLLER</b> <b>Robert Jaros, CPA, MBA, JD</b></p> <p style="margin: 10px 0;">By: _____ Andrea Eurich/Janet Miks</p> <p style="margin: 10px 0;">Amendment Effective Date: _____</p>	

**1. PARTIES**

This Amendment (the “Amendment”) to the Original Contract shown on the Signature and Cover Page for this Amendment (the “Contract”) is entered into by and between the Contractor, and the State.

**2. TERMINOLOGY**

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Contract shall be construed and interpreted in accordance with the Contract.

**3. AMENDMENT EFFECTIVE DATE AND TERM**

**A. Amendment Effective Date**

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after of the Amendment term shown in **§3.B** of this Amendment.

**B. Amendment Term**

The Parties’ respective performances under this Amendment and the changes to the Contract contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Contract.

**4. PURPOSE**

This contract secures fiscal agent services for community based alternatives to secure detention for delinquent youth in the 2nd Judicial District. These services are in accordance with the Colorado Youth Detention Continuum (CYDC) and Marijuana Tax Revenue (MTR) Juvenile Services Plans and associated budgets. This amendment serves to decrease CYDC services and increase MTR Services.

This amendment modifies the CYDC and MTR budgets to align with budget changes reflected in the Colorado Long Bill for State Fiscal Year 2021.

**5. MODIFICATIONS**

The Contract and all prior amendments thereto, if any, are modified as follows:

- A. REPLACE Exhibit B - CYDC & MTR Juvenile Services Plan Budget with Exhibit B1 – Juvenile Services Plan Budget, attached hereto and incorporated by reference.
- B. In Exhibit A, replace any and all references to Exhibit B – CYDC Juvenile Services Budget, Exhibit B, Exhibit C –MTR Juvenile Services Budget, and Exhibit C with Exhibit B1.

**6. LIMITS OF EFFECT AND ORDER OF PRECEDENCE**

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments or other modifications to the Contract, if any, remain in full force and effect except

as specifically modified in this Amendment. Except for the Special Provisions contained in the Contract, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract or any prior modification to the Contract, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Contract to the extent that this Amendment specifically modifies those Special Provisions.

## Juvenile Services Plan Budget

### Central Region - Second Judicial District

#### Exhibit B1

#### CYDC Budget

Code	Category	Description	Amount	FTE	EBP
<b>1000</b>	<b>Assessment</b>		<b>420,606.97</b>	<b>5.40</b>	
1001	Personnel	CYDC services will be utilized to provide screening and intake for youth in the City and County of Denver. Youth who are arrested in the City and County of Denver are taken to the Juvenile Services Center and are screened by CYDC staff using the JDSAG, CJRA, CRAFT, and the High Risk Victim Identification Tool. In Denver, only three of five levels for the JDSAG are available as there is no option for shelter placement or staff secure placement. Staff has been utilizing local override policy and being more adept to screening youth home with services when applicable. CYDC staff supervise youth who screen to home detention until a decision is made by the court to have those youth either be supervised on Pre-Trial Release or on summons status. Client Assessment/Evaluation Services are 24 hours, 7 days a week. Staff rotate on-call weekend and holiday shifts. Case managers are also assigned one day weekly to regular case management duties and intake/screening duties. The lead intake specialist audits screens and write-ups. Personnel included in this line item are: court liaison (1.0), detention bed coordinator (1.0), case managers (1.5), lead case manager (0.3), intake specialist (1.0), lead intake specialist (1.0), interventionist (0.3), program supervisors (0.6), and director (0.1). This line includes salaries, benefits, shift differential, language differential, and on-call/stand-by pay as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	413,615.56	5.40	1, 2, 3, 4, 5, 6, 7, 8
1003	Materials & Supplies	Operating expenses; materials & supplies to support personnel, office management, training, professional development, services, team building; license renewals.	6,991.41		N/A
<b>1100</b>	<b>Treatment Services</b>		<b>26,500.00</b>		
1102	Services	These funds are used to pay providers for treatment, including therapy and intervention, related services, which may include offense specific treatment, individual treatment, group treatment, family treatment, assessments, and evaluations. Agreements have been made with a variety of providers who have received appropriate background checks to provide services.	20,000.00		1, 2, 3, 4, 5, 6, 7, 8
1104	Travel	Operating expense; mileage reimbursement to staff; travel related expenses	6,500.00		N/A
<b>1200</b>	<b>Direct Support</b>		<b>319,043.75</b>	<b>3.70</b>	
1201	Personnel	Personnel under the line item of Direct Support provide direct support services to pre-adjudicated and adjudicated youth and families in Denver. Case managers confer with attorneys, probation officers, and other agency/professionals to compile a social history, reflecting such factors as nature and extent of youth criminality and current social problems. They also analyze collected data and develop/implement action plans for youth on their caseload. Case managers refer clients to service providers as outlined in action plan or upon identifying client/family needs. Case managers complete assessments for youth on their caseloads. Case managers conduct regularly scheduled exploratory interviews with the youth, employers, school personnel, families, and treatment providers to evaluate youth's social progress, and counsel youth concerning perceived problems. They report the youth's progress and make recommendations to probation officials and/or the courts. They assist youth and family with cases in other jurisdictions when courtesy supervision is requested. They confer with youth's family to identify needs prior to youth's release. Case managers maintain documentation on all youth on their assigned caseload to include, but not limited to, case notes data collection, electronic monitoring plan/change forms, court reports, and services plans. Case managers attend hearings as required. In addition, they provide rotational on-call coverage, and maintain current data entry in Colorado TRAILS and the Savio database. Part-time mentors provide one-on-one support for youth on the Pre-Trial Release Program. Other positions supported in this line item include case managers (2.0), lead case manager (0.4), program supervisors (0.5), program director (0.3), and interventionist (0.5). This line includes salaries, benefits, shift differential, language differential, and on-call/stand-by pay as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	305,543.75	3.70	1, 2, 3, 4, 5, 6, 7, 8
1202	Services	Provided for services to help support youth and families in the community, to purchase a variety of services such as tutoring and extracurricular activities. Approved referral sources refer youth; or youth are referred following a Denver Collaborative Partnership interagency staffing. Youth are placed with the most appropriate provider to meet their needs. Funds are sometimes blended with funds from other agencies to fill services gaps. Funds are used for training and professional development for staff to include clinical supervision. Funds may be used to evaluate services and training.	4,300.00		1, 2, 3, 4, 5, 6, 7, 8
1203	Materials & Supplies	Materials and supplies to provide direct support and to support services, such as incentives, food, bus passes/tickets, clothing, and other client and client family direct support.	9,200.00		1, 2, 3, 4, 5, 6
<b>1400</b>	<b>Supervision</b>		<b>324,710.03</b>	<b>3.30</b>	

## Juvenile Services Plan Budget

### Central Region - Second Judicial District

1401	Personnel	<p>Personnel under the line item of Supervision provide Supervision services to staff and to pre-adjudicated and adjudicated youth and families in Denver. The positions included are: CYDC director (0.4), interventionist (0.2), program supervisors (0.9), lead case manager (0.3), and case managers (1.5).</p> <p>The purpose of the CYDC director position is to provide monitoring for compliance of 2nd JD CYDC programs. The director is responsible for the quality control of CYDC funded programs; maintaining appropriate administrative records; and to provide thorough, accurate and timely information, clarification and reporting as requested by the Juvenile Services Planning Committee.</p> <p>Provide support for all staff. Supervise groups. Provide oversight for the program. Conduct audits and ensure compliance with all DYC and CYDC standards. Review vendor subcontracts, for monitoring of service delivery, and for completion of quality control audits of all CYDC-funded services, including the Intake Screening Program, Gilliam Case Management/Community Supervision Program, Drug/Alcohol services and Probation Detention Release program. The position also monitors data entry for those same program components. Provide Training Opportunities for all staff. Ensure that Background Checks have been completed for all staff and vendors. Submit Timesheets bi-weekly. Conduct evaluations and performance review plans.</p> <p>The interventionist works in the Detention Facility and works directly with detained youth to create individualized service plans and WRAP plans. Follows youth after detention to ensure that an appropriate work or school plan is established.</p> <p>The role of case managers is to confer with attorneys, probation officers and other agency/professionals to compile a social history, reflecting such factors as nature and extent of youth criminality and current social problems. Case managers supervise youth in the home, in the community, and in school. They will also analyze collected data and develop/implement action plans for youth on their caseload. Case managers will refer clients to service providers as outlined in action plan or upon identifying client/family needs. Case managers will complete assessments for youth on their caseloads using the CJRA Full Assessment tool for youth. Case managers conduct regularly scheduled exploratory interviews with the youth, employers, school personnel, families, and treatment providers to evaluate youth's social progress, and counsel youth</p>	284,710.03	3.30	1, 2, 3, 4, 5, 6, 7, 8
1402	Services	Tracking and supervision services. Electronic Home Monitoring (EHM) services and Global Positioning System (GPS) services.	40,000.00		1, 3, 6, 7, 8
<b>1600</b>	<b>Plan Administration</b>		<b>124,233.27</b>	<b>0.20</b>	
1601	Personnel	The purpose of the director position is to provide monitoring for compliance of 2nd Judicial CYDC programs. The director is responsible for the quality control of CYDC funded programs; maintaining appropriate administrative records; and to provide thorough, accurate and timely information, clarification and reporting as requested by the Juvenile Services Planning Committee. Provide support for all staff. Provide oversight for the program. Conduct Audits and ensure compliance with all DYC and CYDC standards. Review vendor contracts, for monitoring of service delivery, and for completion of quality control audits of all CYDC-funded services, including the Intake Screening Program, Gilliam Case Management/Community Supervision Program, Drug/Alcohol services and Probation Detention Release program. The position also monitors data entry for those same program components. Provide Training Opportunities for all staff. Ensure that Background Checks have been completed for all staff and vendors. Submit Timesheets bi-weekly. Conduct evaluations and performance review plans. This line includes salary and fringe benefits as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	25,825.75	0.20	1, 2, 3, 4, 5, 6, 7, 8
1603	Materials & Supplies	Materials and supplies to support regular meetings and activities of the Juvenile Services Planning Committee.	1,200.00		N/A
1605	Fiscal Services	<p>The Fiscal Agent serves as the employer for CYDC program. The Fiscal Agent provides fiscal oversight and contract management and human resources support to the JSPC and coordinator. The Fiscal Agent is responsible for reporting to the Division of Youth Services.</p> <p>Fiscal agent services for the program include the following: entering into a contract with the Division of Youth Services to receive and manage the CYDC funds allocated to the Second Judicial District; represent the JSPC in conducting regular fiscal reviews of contracts, purchase awards, etc. that are budgeted in the annual plan; manage budget revisions approved by the JSPC; coordinate and facilitate hiring process for CYDC Coordinator and staff; pay all service providers and maintain subcontracts with each; assume appropriate risk and liability; provide facilities for CYDC staff; provide human resources functions and employee training to CYDC staff; provide technology support to CYDC staff.</p>	97,207.52		N/A
<b>CYDC Grand Total</b>			<b>1,215,094.02</b>	<b>12.60</b>	

## Juvenile Services Plan Budget

### Central Region - Second Judicial District

#### MTR Budget

Code	Category	Description	Amount	FTE	EBP
<b>1000</b>	<b>Assessment</b>		<b>142,913.14</b>	<b>1.80</b>	
M1001	Personnel Costs	Personnel costs are utilized to support two staff members. The System Navigators provide in-house educational, non-clinical groups for clients and families. The groups may be focused on prevention/intervention for substance use and anger/aggression management. This unit also assists the Pre-Trial Release Case Managers in urinalysis monitoring, referrals to treatment/services, and non-clinical assessments. The System Navigators assess clients for appropriate services and groups. The CRAFFT Tool is used to identify need. The System Navigators are provided with the results of the CRAFFT Tool to determine need. This line includes salaries, benefits, shift differential, and language differential as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	142,913.14	1.80	1, 2, 3, 4, 7, 8
<b>1100</b>	<b>Treatment Services</b>		<b>23,704.85</b>	<b>0.20</b>	
M1101	Personnel Costs	Personnel costs are utilized to support two staff members. The System Navigators provide in-house educational, non-clinical groups for clients and families. The groups may be focused on prevention/intervention for substance use and anger/aggression management. This unit also assists the Pre-Trial Release Case Managers in urinalysis monitoring, referrals to treatment/services, and non-clinical assessments. The System Navigators assess clients for appropriate services and groups. The CRAFFT Tool is used to identify need. The System Navigators are provided with the results of the CRAFFT Tool to determine need. This line includes salaries, benefits, shift differential, and language differential as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	17,758.93	0.20	1, 2, 3, 4, 5, 7, 8

<b>Juvenile Services Plan Budget</b>					
<b>Central Region - Second Judicial District</b>					
M1102	Services	These funds are used to pay providers for treatment, including therapy and intervention, related services, which may include offense specific treatment, individual treatment, group treatment, family treatment, assessments, and evaluations. Agreements have been made with a variety of providers who have received appropriate background checks to provide services.	5,945.92		1, 2, 3, 4, 5, 6, 7, 8
<b>1200</b>	<b>Direct Support</b>		<b>106,553.56</b>	<b>1.20</b>	
M1201	Personnel Costs	Personnel costs are utilized to support two staff members. The System Navigators provide in-house educational, non-clinical groups for clients and families. The groups may be focused on prevention/intervention for substance use and anger/aggression management. This unit also assists the Pre-Trial Release Case Managers in urinalysis monitoring, referrals to treatment/services, and non-clinical assessments. The System Navigators assess clients for appropriate services and groups. The CRAFFT Tool is used to identify need. The System Navigators are provided with the results of the CRAFFT Tool to determine need. This line includes salaries, benefits, shift differential, and language differential as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	106,553.56	1.20	1, 2, 3, 4, 5, 6, 7, 8
M1203	Tutoring Services				
<b>1400</b>	<b>Supervision</b>		<b>35,758.93</b>	<b>0.20</b>	
M1401	Personnel Costs	Personnel costs are utilized to support two staff members. The System Navigators provide in-house educational, non-clinical groups for clients and families. The groups may be focused on prevention/intervention for substance use and anger/aggression management. This unit also assists the Pre-Trial Release Case Managers in urinalysis monitoring, referrals to treatment/services, and non-clinical assessments. The System Navigators assess clients for appropriate services and groups. The CRAFFT Tool is used to identify need. The System Navigators are provided with the results of the CRAFFT Tool to determine need. This line includes salaries, benefits, shift differential, and language differential as well as projected merit raise beginning in Jan. 2021, per fiscal agent policy.	17,758.93	0.20	3, 4, 7, 8
M1402	Services	Urinalysis testing includes Monitored Urinalysis, Breathalyzer, Medication Monitoring.	18,000.00		1, 7
<b>1600</b>	<b>Plan Administration</b>		<b>26,863.52</b>		
M1601	Fiscal Services	The Fiscal Agent serves as the employer for CYDC program. The Fiscal Agent provides fiscal oversight and contract management and human resources support to the JSPC and coordinator. The Fiscal Agent is responsible for conducting program evaluation and monthly fiscal reports to the Division of Youth Services.	26,863.52		8
<b>MTR Grand Total</b>			<b>335,794.00</b>	<b>3.40</b>	
<b>Grand Total</b>			<b>1,550,888.02</b>		

**Contract Control Number:**  
**Contractor Name:**

SAFTY-202056251-01/Parent SAFTY-202054270-01  
COLORADO DEPARTMENT OF HUMAN SERVICES

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:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk and Recorder, Ex-Officio Clerk of the City  
and County of Denver

**APPROVED AS TO FORM:**

**REGISTERED AND COUNTERSIGNED:**

Attorney for the City and County of Denver

By:

By:

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Manager of Finance

By:

\_\_\_\_\_  
Auditor

**Contract Control Number:**  
**Contractor Name:**

SAFTY-202056251-01/Parent SAFTY-202054270-01  
COLORADO DEPARTMENT OF HUMAN SERVICES

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)

ATTEST: [if required]

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)