

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **11 a.m. Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 6/8/23

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: Amends a contract with Colorado Women’s Employment and Education, Incorporated to add \$1,257,960 for a new contract total of \$3,062,960 and to extend the term by one year for a new end date of 6/30/2024 to continue providing intensive services to assist Colorado Works (CW)/Temporary Assistance for Needy Families (TANF) participants that require support with personal and family stabilization, case management, and skills development prior to job placement. (Contract control number SOCSV-202159631-02, SOCSV-202367651-02).

3. Requesting Agency: Denver Human Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Tammy Hoffman	Name: Crystal Porter, Tami Tapia
Email: tammy.hoffman@denvergov.org	Email: crystal.porter@denvergov.org , tami.tapia@denvergov.org

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

DHS requests approval of a second amendment to the contract with Colorado Women’s Employment and Education, Incorporated to add \$1,257,960 for a new contract total of \$3,062,960 and to extend the term by one year for a new end date of 6/30/2024 through contract control number SOCSV-202159631-02, SOCSV-202367651-02 to continue providing intensive services to assist Colorado Works (CW)/Temporary Assistance for Needy Families (TANF) participants that require support with personal and family stabilization, case management, and skills development prior to job placement.

6. City Attorney assigned to this request (if applicable): Andrew Riester

7. City Council District: City wide

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

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: Professional Services > \$500K

Vendor/Contractor Name: Colorado Women’s Employment and Education, Incorporated

Contract control number: SOCSV-202159631-02, SOCSV-202367651-02

Location: City Wide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 2

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

Original Agreement: SOCSV-202159631-00: 9/1/2021 to 6/30/2022

First Amendment: SOCSV-202159631-01, SOCSV-202262905-01: 9/1/2021 to 6/30/2023

Proposed Second Amendment: SOCSV-202159631-02, SOCSV-202367651-02: 9/1/2021 to 6/30/2024

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$1,805,000	\$1,257,960	\$3,062,960

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
9/1/2021 to 6/30/2023	One year	6/30/2024

Scope of work:

Center for Work Education and Employment (CWEE) fosters personal and professional transformation for low-income families through confidence building, customized skills training, and career advancement. It delivers a customized blend of evidence-based services that includes case management, essential skills development, job placement support, and job retention support.

Case management, coaching, and coursework coordinate to emphasize building the executive functioning and employment skills.

All services provided are grounded in planning and preparing for employment. CWEE provides:

1. Case management:
 - a. Initial and iterative assessment.
 - b. Barrier remediation support: housing, transportation, childcare, etc.
 - c. Referrals for basic needs, legal services, parenting support, external mental health services, other services.
 - d. Administrative tasks – setting appointments, data entry, Colorado Works program administration (work participation/case assignment/employment and credential monitoring), sanction processing, other Colorado Works requirements, etc.
2. Coaching to support progress towards employment and to build executive functioning and employment skills:
 - a. Initial and iterative goal setting, action planning, monitoring and support.

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Date Entered: _____

- b. Behavioral scaffolding – reminders, positive recognition, nudges.
- 3. Personal computers, internet access/service, phones, and phone service as needed and as available to participate in CWEE’s programming and to obtain employment.
- 4. Other supplies to reduce material need and stress: personal hygiene, food, , children and baby supplies, and other items as available and as needed.
- 5. Digital literacy:
 - a. Basic computer uses as needed to be able to participate in 5.b.
 - b. Skills development needed to engage with virtual case management and coursework, searching for and applying for jobs online, and for use in any job (12-15 hours of virtual, in-person, or hybrid coursework).
- 6. Employment:
 - a. Employment Skills Training (28-35 hours of virtual, in-person, or hybrid coursework).
 - b. Supported Job Search.
 - c. Job Development.
 - d. Supported internships, other work experiences.
 - e. Job retention planning and support.
 - f. Job advancement support.
- 7. Career Planning and Education:
 - a. Supported basic education and High School Equivalency.
 - b. Supported career education and training: vocational/technical education programs.
 - c. Supported higher education.
 - d. Advanced career-specific computer courses.
- 8. Additional services:
 - a. Mental health support.
 - b. Referral to Office of Financial Empowerment (OFEP)’s credit and financial counseling/education.

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: Colorado Works/TANF. State controlled federal funds.

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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