

## AMENDATORY AGREEMENT

This **AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **SCHOOL DISTRICT NO. 1 IN THE CITY AND COUNTY OF DENVER, STATE OF COLORADO, D/B/A DENVER PUBLIC SCHOOLS**, with its principal place of business located at 1860 Lincoln Street, Denver, Colorado 80203 (“DPS” or the “Contractor”), jointly (“the Parties”).

### RECITALS:

**A.** The Parties entered into an Agreement dated January 10, 2024, (the “Agreement”) to perform, and complete all of the services and produce all the deliverables set forth on **Exhibit A, Scope of Work and Budget**, to the City’s reasonable satisfaction.

**B.** The Parties wish to amend the Agreement to extend the term, increase the maximum contract amount, add paragraph 34-Compliance with Denver Wage Laws, and amend the scope of work and budget exhibit.

**NOW THEREFORE**, in consideration of the premises and the Parties’ mutual covenants and obligations, the Parties agree as follows:

1. Section 3 of the Agreement entitled “**TERM:**” is hereby deleted in its entirety and replaced with:

“**3. TERM:** The Agreement will commence on **January 1, 2024** and will expire on **December 31, 2026** (the “Term”). The term of this Agreement may be extended by the City under the same terms and conditions by a written amendment to this Agreement. Subject to the Executive Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director.”

2. Section 4 of the Agreement entitled “**COMPENSATION AND PAYMENT:**” subsection d. (1) entitled “**Maximum Contract Amount:**” is hereby deleted in its entirety and replaced with:

“**d. Maximum Contract Amount:**

**(1)** Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **NINE HUNDRED SIXTEEN THOUSAND FOUR HUNDRED SEVENTY DOLLARS AND FOUR CENTS (\$916,470.04)** (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 in **Exhibit A**. Any services performed beyond those in **Exhibit A** are performed at Contractor’s risk and without authorization under the Agreement.”

3. Section 34 of the Agreement entitled “**COMPLIANCE WITH DENVER WAGE LAWS:**” is hereby added to the Agreement as follows:

“**34. COMPLIANCE WITH DENVER WAGE LAWS:** To the extent applicable to the Contractor’s provision of Services hereunder, the Contractor shall comply with, and agrees to be bound by, all rules, regulations, requirements, conditions, and City determinations regarding the City’s Minimum Wage and Civil Wage Theft Ordinances, Sections 58-1 through 58-26 D.R.M.C., including, but not limited to, the requirement that every covered worker shall be paid all earned wages under applicable state, federal, and city law in accordance with the foregoing D.R.M.C. Sections. By executing this Agreement, the Contractor expressly acknowledges that the Contractor is aware of the requirements of the City’s Minimum Wage and Civil Wage Theft Ordinances and that any failure by the Contractor, or any other individual or entity acting subject to this Agreement, to strictly comply with the foregoing D.R.M.C. Sections shall result in the penalties and other remedies authorized therein.”

4. **Exhibit A** is deleted in its entirety and replaced with **Exhibit A-1, Scope of Work and Budget**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** are changed to **Exhibit A-1**.

5. As herein amended, the Agreement is affirmed and ratified in each and every particular.

6. This Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

**[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]**

**Contract Control Number:** ENVHL-202475911-01 / 202370553-01  
**Contractor Name:** SCHOOL DISTRICT NO. 1 IN THE CITY AND COUNTY OF DENVER AND STATE OF COLORADO.

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

**SEAL**

**CITY AND COUNTY OF DENVER:**

**ATTEST:**

By:

\_\_\_\_\_

\_\_\_\_\_

**APPROVED AS TO FORM:**

**REGISTERED AND COUNTERSIGNED:**

Attorney for the City and County of Denver

By:

By:

\_\_\_\_\_

\_\_\_\_\_

By:

\_\_\_\_\_

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

ENVHL-202475911-01 / 202370553-01  
SCHOOL DISTRICT NO. 1 IN THE CITY AND  
COUNTY OF DENVER AND STATE OF  
COLORADO.

By: Signed by:  
*Sara Pedot*  
EDE582C8ECDE43A...\_\_\_\_\_

Name: Sara Pedot  
(please print)

Title: Manager, Finance - Grants Administration  
(please print)

ATTEST: [if required]

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

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

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



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

### I. Purpose of Agreement

The purpose of this contract is to establish an agreement and Scope of Services between the Denver Department of Public Health and Environment (the “Program”) and Denver Public Schools (DPS) – Substance Use Prevention Program (the “Provider”).

The Provider shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health and Environment using best practices and other methods for fostering a sense of collaboration and communication.

### II. Program Services and Descriptions

The Provider will be granted funds to provide the following services in the city and county of Denver: The Provider will create two, 1.0 FTE positions that will be tasked with being dispatched to schools as needed to provide support to students who are at the beginning stages of substance misuse. This support will be provided through the implementation of Teen Intervene, an evidence-based, Screening, Brief Intervention and Referral to Treatment (SBIRT) program. These staff will also provide evidence-based, classroom programs that have demonstrated effectiveness in preventing drug-misuse. These programs include: Botvin LifeSkills Training, Sources of Strength, and opioid-specific prevention education through the Not Prescribed curriculum.

The following partners will be subcontracted:

- N/A

### III. Evaluation Plan

The Provider will be evaluated on their fulfillment of the objectives listed below. The Program will provide technical assistance to the Provider to finalize a formal evaluation plan within the first quarter of the project period.

### IV. Workplan

**PROJECT PERIOD:** \_\_\_\_\_ 1/1/2024 - 12/31/2024 \_\_\_\_\_

	ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR COMPLETION	MEASURABLE OUTCOMES/DELIVERABLES
<b>OBJECTIVE 1</b>			
Educate Denver Public School students about the risks of misusing fentanyl, prescription drugs and other opioids.			
ACTIVITY/MILESTONE 1	Assign Prevention Specialist roles to existing DPS staff and/or hire new Prevention Specialists who are qualified Special Service Providers and onboard new staff	Q1	Two staff hired and onboarded



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**DENVER**  
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ACTIVITY/MILESTONE 2	Market program to schools through Principal Weekly Newsletter and beginning of the year meetings.	Q1	One newsletter post and two department meeting announcement will be made about this opportunity for schools.
ACTIVITY/MILESTONE 3	Five schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	Q2	Five scopes of work signed by school leaders
ACTIVITY/MILESTONE 4	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	Q3	Five schools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 5	Implement selected programming at five schools	Q4	250 students will receive prevention programming
ACTIVITY/MILESTONE 6	Analyze data	On-going	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
<b>OBJECTIVE 2</b>			
Decrease risk factors and increase protective factors for students in Denver Public Schools.			
ACTIVITY/MILESTONE 1	Assign Prevention Specialist roles to existing DPS staff and/or hire new Prevention Specialists who are qualified Special Service Providers and onboard new staff	Q1	Two staff hired and onboarded
ACTIVITY/MILESTONE 2	Market program to schools through Principal Weekly Newsletter and beginning of the year meetings.	Q1	
ACTIVITY/MILESTONE 3	During the 23-24 school year,	Q2	Five scopes of work signed by school leaders
ACTIVITY/MILESTONE 4	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	Q3	Five schools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 5	Implement selected programming at	Q4	250 students will receive prevention
ACTIVITY/MILESTONE 6	Analyze data	On-going	Look at pre and post survey data to monitor
<b>OBJECTIVE 3</b>			
Provide early intervention services for students misusing substances.			
ACTIVITY/MILESTONE 1	Assign Prevention Specialist roles to	Q1	Two staff hired and onboarded
ACTIVITY/MILESTONE 2	Five schools will be identified as	Q2	Five scopes of work signed by school leaders
ACTIVITY/MILESTONE 3	Work through Teen Intervene with students identified as needing intervention support	On-going	Five schools will implement Teen Intervene as an alternative to traditional discipline
ACTIVITY/MILESTONE 4	Analyze data	On-going	Look at pre and post survey data to monitor school trends and determine effectiveness of programs. Students using substances at pre survey will demonstrate a decrease in use at post survey.
<b>OBJECTIVE 4</b>			
Educate school communities, including students' families, about the risks of opioid and fentanyl use and provide them with tools to talk to their kids			
ACTIVITY/MILESTONE 1	Assign Prevention Specialist roles to	Q1	Two staff hired and onboarded
ACTIVITY/MILESTONE 2	Conduct one family education	On-going	Parents will demonstrate an increased



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# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**PROJECT PERIOD:** 1/1/2025 - 12/31/2025

ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR COMPLETION	MEASURABLE OUTCOMES/DELIVERABLES	
<b>OBJECTIVE 1</b>			
Educate Denver Public School students about the risks of misusing fentanyl, prescription drugs and other opioids.			
ACTIVITY/MILESTONE 1	Four new schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2025 Q1	Four scopes of work signed by school leaders
ACTIVITY/MILESTONE 2	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2025 Q1	Four schools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 3	Implement selected programming at five schools	2025 Q2	200 students will receive prevention programming
ACTIVITY/MILESTONE 4	Analyze data	2025 Q2	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
ACTIVITY/MILESTONE 5	Four new schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2025 Q3	Four scopes of work signed by school leaders
ACTIVITY/MILESTONE 6	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2025 Q3	Four schools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 7	Implement selected programming at five schools	2025 Q4	200 students will receive prevention programming
ACTIVITY/MILESTONE 8	Analyze data	2025 Q4	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
<b>OBJECTIVE 2</b>			
Decrease risk factors and increase protective factors for students in Denver Public Schools.			
ACTIVITY/MILESTONE 1	Four schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2025 Q1	Four scopes of work signed by school leaders



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

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ACTIVITY/MILESTONE 2	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2025 Q1	Fourschools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 3	Implement selected programming at four schools	2025 Q2	Zoo students will receive prevention programming
ACTIVITY/MILESTONE 4	Analyze data	2025 Q2	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
ACTIVITY/MILESTONE 5	Four schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2025 Q3	Four scopes of work signed by school leaders
ACTIVITY/MILESTONE 6	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2025 Q3	Fourschools will select Tier 1 and 2 substance prevention and intervention programming
ACTIVITY/MILESTONE 7	Implement selected programming at four schools	2025 Q4	Zoo students will receive prevention programming
ACTIVITY/MILESTONE 8	Analyze data	2025 Q4	Look at pre and post survey data to monitor school trends and determine effectiveness of programs

**OBJECTIVE 3**

Provide early intervention services for students misusing substances.

ACTIVITY/MILESTONE 1	Eight schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders. School Leaders will agree to use Teen Intervene as an alternative to traditional discipline for students who are misusing substances.	2025 Q1	Eight scopes of work signed by school leaders
ACTIVITY/MILESTONE 2	Work through Teen Intervene with s	On-going	Five schools will implement Teen Intervene as an alternative to traditional discipline
ACTIVITY/MILESTONE 3	Analyze data	2025 Q4	Look at pre and post survey data to monitor school trends and determine effectiveness of programs. Students using substances at pre survey will demonstrate a decrease in use at post survey.

**OBJECTIVE 4**

Educate school communities, including students' families, about the risks of opioid and fentanyl use and provide them with tools to talk to their kids about substance use.

ACTIVITY/MILESTONE 1	Conduct one family education event for the DPS community per quarter	On-going	Parents will demonstrate an increased knowledge about youth substance use trends and tools they can use to prevent misuse by their children as demonstrated in participant feedback form.
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# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**PROJECT PERIOD:** 1/1/2026 - 12/31/2026

ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR COMPLETION	MEASURABLE OUTCOMES/DELIVERABLES	
<b>OBJECTIVE 1</b>			
<b>Educate Denver Public School students about the risks of misusing fentanyl, prescription drugs and other opioids.</b>			
ACTIVITY/MILESTONE 1	Four new schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2026 Q1	Four scopes of work signed by school leaders
ACTIVITY/MILESTONE 2	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2026 Q1	Four schools will select Tier 1 and 2 substance prevention and intervention programming
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ACTIVITY/MILESTONE 4	Analyze data	2026 Q2	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
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ACTIVITY/MILESTONE 8	Analyze data	2026 Q4	Look at pre and post survey data to monitor school trends and determine effectiveness of programs
<b>OBJECTIVE 2</b>			
<b>Decrease risk factors and increase protective factors for students in Denver Public Schools.</b>			
ACTIVITY/MILESTONE 1	Four schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders.	2026 Q1	Four scopes of work signed by school leaders



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**DENVER**  
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ACTIVITY/MILESTONE 2	Prevention Specialist will work with school leaders to identify Tier 1 or Tier 2 prevention program that best fits the needs of the school population. The school will also participate in a positive norming initiative. Prevention Specialist will work with School Leaders to identify staff in building who are willing and able to help facilitate program. Work with school leaders and key players to develop and maintain sustainability plan (ongoing)	2026 Q1	Fourschools will select Tier 1 and 2 substance prevention and intervention programming
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ACTIVITY/MILESTONE 8	Analyze data	2026 Q4	Look at pre and post survey data to monitor school trends and determine effectiveness of programs

**OBJECTIVE 3**

Provide early intervention services for students misusing substances.

ACTIVITY/MILESTONE 1	Eight schools will be identified as schools needing services and a Scope of Agreement will be signed by from School Leaders. School Leaders will agree to use Teen Intervene as an alternative to traditional discipline for students who are misusing substances.	2026 Q1	Eight scopes of work signed by school leaders
ACTIVITY/MILESTONE 2	Work through Teen Intervene with students identified as needing intervention support	On-going	Five schools will implement Teen Intervene as an alternative to traditional discipline
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**OBJECTIVE 4**

Educate school communities, including students' families, about the risks of opioid and fentanyl use and provide them with tools to talk to their kids about substance use.

ACTIVITY/MILESTONE 1	Conduct one family education event for the DPS community per quarter	On-going	Parents will demonstrate an increased knowledge about youth substance use trends and tools they can use to prevent misuse by their children as demonstrated in participant feedback form.
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## EXHIBIT A-1 SCOPE OF WORK & BUDGET

### V. Performance Management and Reporting

The Provider is required to report on activities, program outputs, and outcomes as outlined in this section and work in partnership with the Program staff for shared learning to aid Denver’s ongoing opioid abatement efforts. Monitoring will be performed by Denver Department of Public Health and Environment (DDPHE) staff and/or designee. The Provider should expect to share all data and evaluation products with DDPHE.

Performance management and reporting may include:

1. **Program Monitoring/Evaluation-Related Activities:** Review and analysis of current program information to determine the extent to which the Provider is achieving agreed upon goals. This may include the review and analysis of evaluation dashboards, primary provider data, provider aggregate reports, client and partner feedback, the Provider’s evaluation plan referenced in Section III, reporting forms, and annual reports. As needed, the Program may attend evaluation site visits or check-ins to understand progress towards agreed-upon goals in this agreement.
2. **Fiscal Monitoring:** Review financial systems and billings to ensure that contract funds are allocated and expended in accordance with the terms of the agreement.
3. **Administrative Monitoring:** Monitoring to ensure that the requirements of the contract document, Federal, State and City and County regulations, and DDPHE policies are being met.

The table below summarizes required reporting activities and due dates. The Program may require additional measures to be reported or change the frequency of reporting throughout the period of performance given the evolving nature of the drug overdose epidemic.

Activity	Description	Due Date	Submit to
Report 1	Performance Measure and Data Monitoring	Monthly	OAF Program
Evaluation Plan	The Provider will submit a plan outlining how they will measure fulfillment of objectives within the first quarter of the project period	End of Q1	OAF Program
Report 2	Evaluation Monitoring	Quarterly	OAF Program
Report 3	Final Report	Annually	OAF Program



**EXHIBIT A-1**  
**SCOPE OF WORK & BUDGET**

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Annual Site Visit	Onsite evaluation of project outcomes and fiscal monitoring	Annually	OAF Program
Other reports and data sharing as requested	To be determined (TBD)	TBD	TBD
Program Meetings	Attendance and participation at regularly scheduled community of practice meetings, grantee check-ins, office hours, and collaborative partner meetings	Monthly	N/A

**VI. Budget**

The budget for this agreement is outlined below.



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**DENVER**  
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<b>Term</b>	1/1/24 - 12-31/24				
<b>Request for Proposal Name</b>	Opioid Abatement Funds				
<b>Budget Categories</b>					
<b>Supplies</b>					
<b>Item</b>	<b>Description of Item</b>	<b>Does the item support the SOW?</b>	<b>Quantity</b>	<b>Per Item Cost</b>	<b>Requested from</b>
Curricula-LifeSkills Training Program	Curriculum Set-(1 teacher’s manual, 30 student guides &	Yes	25	\$295.00	\$7,375.00
Curricula- Sources of Strength Middle and High School	Curriculum, licensing and support for the Sources of Stress	Yes	2	\$750.00	\$1,500.00
Curricula- Sources of Strength Elementary School Program	Cost is per grade, per school	Yes	6	\$500.00	\$3,000.00
	Physical copies of the curriculum				
General Office Supplies	General supplies such as pens, paper, ink etc.	Yes	1000	\$1.00	\$1,000.00
Food for student groups	Food for students participating in groups	Yes	10	\$150.00	\$1,500.00
<b>Total Food and Supplies</b>					<b>\$14,375.00</b>
<b>Personnel and Administrative Services</b>					
<b>Salary Employees</b>					
<b>Position Title</b>	<b>Description of Work</b>	<b>Does the item support the SOW?</b>	<b>Percent of Time</b>	<b>Benefits</b>	<b>Requested from</b>
Program Coordinator	Supports with grant coordination, school logistics and da	Yes	0.2	\$78,000.00	\$15,600.00
Fiscal Support Staff	Fiscal Support Staff	Yes	0.2	\$80,527.00	\$16,105.40
Prevention Specialist	Implements prevention and early intervention programs	Yes	1	\$110,000.00	\$110,000.00
Prevention Specialist	Implements prevention and early intervention programs	Yes	1	\$110,000.00	\$110,000.00
<b>Total Personnel Services</b>					<b>\$251,705.40</b>
<b>Other / Miscellaneous</b>					
<b>Item</b>	<b>Description</b>	<b>item support the</b>	<b>Quantity</b>	<b>Per Item Cost</b>	<b>Requested from</b>
Sources of Strength Coaches Training	Two training days from Sources of Strength National staff	Yes	2	\$1,250.00	\$2,500.00
<b>Total Other</b>					<b>\$2,500.00</b>
<b>TOTAL DIRECT COSTS (Supplies &amp; Operating, Personnel, Other)</b>					<b>\$268,580.40</b>
<b>Indirect</b>					
<b>Item</b>	<b>Description</b>				<b>Requested from</b>
9% Indirect Cost	DPS has 9% indirect included in their budget.				\$24,172.24
<b>TOTAL INDIRECT COSTS</b>					<b>\$24,172.24</b>
<b>TOTAL AMOUNT REQUESTED FROM OPIOID ABATEMENT FUNDS GRANT</b>					<b>\$292,752.64</b>



## EXHIBIT A-1 SCOPE OF WORK & BUDGET

**DENVER**  
THE MILE HIGH CITY

Term	1/1/25 - 12/31/25				
Request for Proposal Name	Opioid Abatement Funds				
Budget Categories					
Supplies					
Item	Description of Item	Does this	Quantity	Per Item	Total
Curricula-LifeSkills Training Curriculum Set-(1 teacher's		Yes	0	\$295.00	\$0.00
Curricula- Sources of Strength Curriculum, licensing and s		Yes	4	\$750.00	\$3,000.00
Curricula- Sources of Strength Cost is per grade, per schoo		Yes	22	\$500.00	\$11,000.00
General Office Supplies	General supplies such as pe	Yes	1100	\$1.00	\$1,100.00
Food for student groups	Food for students participat	Yes	10	\$150.00	\$1,500.00
Total Food and Supplies					<b>\$16,600.00</b>
Personnel and Administrative Services					
Salary Employees					
Position Title	Description of Work	Does this	Percent of	Salary +	Total
Program Coordinator	Supports with grant coordi	Yes	0.2	\$81,120.00	\$16,224.00
Fiscal Support Staff	Fiscal Support Staff	Yes	0.2	\$83,748.00	\$16,749.60
Prevention Specialist	Implements prevention an	Yes	1	\$114,400.00	\$114,400.00
Prevention Specialist	Implements prevention an	Yes	1	\$114,400.00	\$114,400.00
Total Personnel Services					<b>\$261,773.60</b>
Other / Miscellaneous					
Item	Description	Does this	Quantity	Per Item	Total
Sources of Strength	-Two training days from	Yes	2	\$1,250.00	\$2,500.00
Total Other					<b>\$2,500.00</b>
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					<b>\$280,873.60</b>
Indirect					
Item	Description				Total
9% Indirect Cost	Indirect Costs: DDPHE policy places a ten percent (10%) cap on				\$25,278.62
TOTAL INDIRECT COSTS					<b>\$25,278.62</b>
<b>TOTAL AMOUNT REQUESTED FROM OPIOID ABATEMENT FUNDS GRANT</b>					<b>\$306,152.22</b>



# EXHIBIT A-1

## SCOPE OF WORK & BUDGET

**DENVER**  
THE MILE HIGH CITY

Term	1/1/2026 - 12/31/2026				
Budget Categories					
Supplies					
Item	Description of Item	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from OD2A Grant
Curricula-Upstream Education	Curriculum, licensing and	Yes	3	\$2,750.00	\$8,250.00
Curricula- Sources of Strength	Curriculum, licensing and	Yes	5	\$750.00	\$3,750.00
Curricula- Sources of Strength	Cost is per grade, per	Yes	6	\$500.00	\$3,000.00
General Office Supplies	General supplies such as	Yes	1400	\$1.00	\$1,400.00
Food for student groups	Food for students	Yes	10	\$150.00	\$1,500.00
Total Food and Supplies					<b>\$17,900.00</b>
Personnel and Administrative Services					
Salary Employees					
Position Title	Description of Work	budget item	Time	Fringe	Requested
Program Coordinator	Supports with grant coordi	Yes	0.2	\$92,732.50	\$18,546.50
Fiscal Support Staff	Fiscal Support Staff	Yes	0.2	\$103,196.00	\$20,639.20
Prevention Specialist	Implements prevention an	Yes	1	\$99,542.00	\$99,542.00
Prevention Specialist	Implements prevention an	Yes	1	\$129,214.00	\$129,214.00
Total Personnel Services					<b>\$267,941.70</b>
Other / Miscellaneous					
Item	Description	budget item	Quantity	Per Item Cost	Requested
Travel	Mileage- driving between sch	Yes	750	0.67	\$502.50
Professional Development	Cost for staff to attend profe	Yes	2	2500	\$5,000.00
Total Other					<b>\$5,502.50</b>
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					<b>\$291,344.20</b>
Indirect					
Item	Description				Requested
9%	Indirect Costs: DDPHE policy places a ten percent (10%) cap on reimbursement for indirect costs, based on the total contract budget.				\$26,220.98
TOTAL INDIRECT COSTS					<b>\$26,220.98</b>
<b>TOTAL AMOUNT REQUESTED FROM OAF</b>					<b>\$317,565.18</b>

**Total Contract term: 1/1/2024-12/31/2026**

**Maximum Contract Amount including any indirect costs: \$916,470.04.**

**Indirect Cost Limit:** The Provider’s total indirect costs cannot exceed 10% of the Maximum Grant Amount as listed in the Budget. Indirect costs are defined as the administrative costs that are incurred for common or joint activities that cannot be identified specifically with a particular project or program. Administrative costs can be included in indirect costs and defined as the costs incurred for usual and recognized overhead, including management and oversight of specific programs funded under this contract; and other types of program support such as quality assurance, quality control, and related activities. Direct costs are costs that can be directly charged to the program, and which are incurred in the provision of direct services.



## EXHIBIT A-1

### SCOPE OF WORK & BUDGET

**Examples of indirect costs include:** Salaries and related fringe benefits for accounting, secretarial, and management staff, including those individuals who produce, review and sign monthly program and fiscal reports; Consultants who perform administrative, non-service delivery functions; General office supplies; Travel costs for administrative and management staff; General office printing and photocopying; General liability insurance; Audit fees, rent, utilities, general office supplies and equipment/technology

#### VII. Invoice

An invoice template will be provided by the Program.

#### VIII. Payments

Invoices, spending reports, and backup documentation, if required, shall be completed and emailed to [OAFInvoices@denvergov.org](mailto:OAFInvoices@denvergov.org) on or before the before the last business day of each month following the month of services rendered 100% of the time.

All non-personnel purchases of \$1,000 or more must have back up documentation submitted with the invoice and report each month to DDPHE. The Provider is required to keep on file all documentation of purchase of items and/or payment less than \$1,000 but does not need to submit those back up documents with invoice and report unless the Program specifically requests it.

The Provider shall use the DDPHE invoice template in Section VII unless the Program gives approval for the Provider to use their own template. In the event of extenuating circumstances, invoices can be processed with immediate payment terms.

#### IX. General Requirements

This award is funded through DDPHE's Opioid Abatement Funds (OAF) Program. The City and County of Denver, along with other local governments throughout Colorado and the United States, filed a lawsuit against opioid manufacturers, distributors and pharmacies seeking to hold them responsible for their contributions to the opioid epidemic. Those lawsuits resulted in certain litigation settlements and the availability of funds to address and abate the impacts of opioid misuse. DDPHE created the OAF Program to support the Denver Opioid Abatement Council (DOAC) in overseeing the equitable and effective disbursement of settlement funds throughout the city and county of Denver. The DOAC and other regional opioid abatement councils in Colorado are working in partnership with the Colorado Office of the Attorney General to ensure settlement funds are utilized in accordance with the terms of the [Colorado Opioids Settlement Memorandum of Understanding \(MOU\)](#). Awardees must also comply with the terms of the MOU.





**DENVER**  
THE MILE HIGH CITY

## **EXHIBIT A-1**

### **SCOPE OF WORK & BUDGET**

Contract amendments to include additional years of service will be dependent on funds received, program strategy and goals, and approval by the DOAC. The Program may require the Provider to submit updated budgets and scopes of work to be considered for continued funding.

The Provider shall follow the OAF Program Communication Guidelines, including displaying signage and/or online banners noting that the program receives funding from DDPHE and the OAF Program. The OAF Program will provide electronic files (e.g., logos) and guidelines for printing and/or displaying on websites, social media accounts, and other materials.

#### **X. Other**

Additional document and activity requirements that may be requested for this contract:

- Organizational Chart, Financial Reports, etc.
- Updated Certificate of Insurance
- Presenting progress and outcomes to the Denver Opioid Abatement Council
- Collaborating with the OAF Program on data analysis and needs assessments
- Reports and information for Program Evaluation, as required
- The Provider shall submit updated documents which are directly related to the delivery of services