ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday.** Contact the Mayor's Legislative team with questions

Date of Request: 6/12/25

Please mark one: ☐ **Bill Request** **or** ☒ **Resolution Request**

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map HERE)

☐ **Yes** ☒ **No**

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 Roundup Fellowship, Inc. to add $498,077.00 for a new total of $898,077.00 and by reducing the term by three months new end date of 9-30-2026 to continue providing out-of-home placement services for unaccompanied refugee minor children/youth ages birth to 18 (or up to age 21 if placed in the custody of Denver Human Services (DHS) prior to their 18th birthday), citywide (SOCSV-202473049-01/SOCSV-202579008-01).

3. Requesting Agency: Denver Human Services (DHS)

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: Tamara Amuttirat-Smith, Will Fenton (DHS Legislative Liaison)	Name: Crystal Porter, Hung Nguyen, Will Fenton (DHS Legislative Liaison)
Email: Tamara.Amuttirat-Smith@denvergov.org; Will.Fenton@denvergov.org	Email: Crystal.Porter@denvergov.org; hung.nguyen@denvergov.org; Will.Fenton@denvergov.org

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

DHS requests a first amendment to the contract with the Roundup Fellowship, Inc. to add $498,077 and a reduction of the contract's end date, which will now conclude on 9/30/2026. The purpose of these changes is to ensure the continued services of out-of-home placement services for unaccompanied refugee minor children/youth ages birth to 18 (or up to age 21 if placed in the custody of DHS prior to their 18th birthday). This contract uses alternative funding sources to support out-of-home placement services where State Paid funding is not available. This contract is funded through a grant agreement from Unaccompanied Refugee Minor Program (URM/URMP) through a collaborative partnership between the Colorado Refugee Services Program and the Colorado Department of Labor and Employment - Office of Economic Security. The URM program aims to provide culturally and linguistically appropriate foster care and independent living placements for eligible refugee minors in the United States. The primary objectives of the URM program are to reunite these youth with their families or relatives and to provide programming that promotes their social, cultural, and economic integration.

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

7. City Council District: Citywide

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 (including any dba's): Roundup Fellowship, Inc.

Contract control number (legacy and new): SOCSV-202473049-01 / SOCSV-202579008-01

Location: Citywide

Is this a new contract? ☐ **Yes** ☒ **No** **Is this an Amendment?** ☒ **Yes** ☐ **No** **If yes, how many? __01___**

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

Original Agreement: SOCSV-202473049-00 Jaggaer: 01/01/2024 to 12/31/2026
First Amendment: SOCSV-202473049-01 / SOCSV-202579008-01 Jaggaer: 01/01/2024 to 09/30/2026

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$400,000	$498,077	$898,077

Current Contract Term	*Added Time*	*New Ending Date*
01/01/2024 – 12/31/2026	Reduce by three (3) months	09/30/2026

Scope of work:
Out-of-home placement is a statewide program administered by the City and County of Denver, Denver Human Services, as the Denver county human services department. This program is under direction of Colorado Department of Human Services (CDHS) and subject to current and future regulatory legislation. Contractor shall provide out-of-home placement services for eligible unaccompanied refugee minor children/youth ages birth to 18 (or up to age 21 if placed in the custody of DHS prior to their 18th birthday). Services in this agreement are funded through the URM grant and also closely adhere to CDHS Child Welfare Out-of-home-placement requirements. The services under this Agreement may include, but are not limited to:

- Basic 24-hour care and child maintenance (food, shelter, clothing, educational, supplies, personal incidentals and allowance).
- Administrative overhead and case management.
- Behavioral health services which may include but are not limited to individual, group and family therapy. In-home services and day treatment may be authorized and paid through the child's/youth's Medicaid eligibility. Behavioral health services may also be authorized and purchased directly by the City through the Department's Core Services or URM program.
- Any other URM grant funded services as allowed by the agreement and the funding source.

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 funding through the Colorado Department of Labor and Employment – Office of Economic Security for the Refugee and Entrant Assistance State Administered Programs (Unaccompanied Refugee Minor Program) grant.

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? Contractor may secure Out-of-home-placements in community through service contracts specific to the youth being placed, and provide services through qualified subcontractors that meet the placement needs.

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