

AMENDATORY AGREEMENT

THIS AMENDATORY AGREEMENT is made and entered into by and between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **CATHOLIC CHARITIES AND COMMUNITY SERVICES OF THE ARCHDIOCESE OF DENVER, INC.**, a Colorado not-for-profit corporation, whose address is 6240 Smith Road, Denver, Colorado 80216 (the “Contractor”), collectively “the parties”.

RECITALS:

A. The parties entered into an Agreement dated June 12, 2018, to provide Head Start services for program year 2018-2019 (the “Agreement”).

B. The City and the Contractor wish to amend the Agreement to modify the budget exhibits, increase the maximum contract amount, and increase the total amount of non-federal share to be provided by the Contractor.

The Parties agree as follows:

1. All references in the Agreement to Exhibit B are amended to read as Exhibits B and B-1. Exhibit B-1 is attached and incorporated into the Agreement by this reference. Effective as of July 1, 2018, Exhibit B-1 supplements Exhibit B to provide additional funds for federally-funded cost of living adjustments (COLA). All payments under Exhibit B-1 are retroactive to July 1, 2018.

2. Subparagraph D. (1) of Article 7, entitled “**Maximum Contract Amount**”, is amended by deleting and replacing it with the following:

“D. Maximum Contract Amount:

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **One Million Two Hundred Fifty-Eight Thousand Five Hundred Sixty Dollars and Zero Cents (\$1,258,560.00)** (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. Subparagraph F. of Article 7, entitled “**Non-Federal Share Match**” is amended by deleting and replacing it with the following:

“F. Non-Federal Share Match. The Contractor will contribute a match of at least twenty percent (20%) of the Maximum Contract Amount from non-federal funds through cash or in-

kind contributions of services or property. Values for non-federal in-kind contributions of services and property will be established in accordance with applicable federal law, regulations, cost principles, or as otherwise determined by an appropriate federal agency. Contractor's total non-federal match contribution (cash and in-kind services or property) under this Agreement will be at least **Three Hundred Fourteen Thousand Six Hundred Forty Dollars and Zero Cents (\$314,640.00)** as set forth in more detail in Exhibit B. The Contractor will report in writing to the City, within thirty (30) calendar days from the date of receipt thereof, any cash or other funds to be applied toward the non-federal match that Contractor receives. Contractor will be responsible for documenting and maintaining accurate records to the reasonable satisfaction of the City of both Contractors' non-federal share contributions and the contributions of Subdelegates and any Vendor designated by the Director. Such contributions will be recorded on each expenditure variance report and in written reports forwarded to the City on a monthly basis. Each monthly report will list all contributions provided by Contractor and/or its Subdelegates and/or any Vendor for each respective quarter and will list the total amount of contributions made as of the date of the monthly report."

4. This Amendatory Agreement is not 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.

5. Except as amended here, the Agreement is affirmed and ratified in each and every particular.

END

Signature pages and Exhibit B-1 follow this page

Contract Control Number:

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:

By _____

By _____

By _____



Contract Control Number: MOEAI-201840633-01

Contractor Name: CATHOLIC CHARITIES AND COMMUNITY SERVICES OF THE ARCHDIOCESE OF DENVER, INC. +

By: 

Name: DARREN WALSH
(please print)

Title: PRESIDENT & CEO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



Exhibit B-1
Catholic Charities Head Start Program Narrative
COLA Funds Supplemental Application

Budget Justification:

Catholic Charities Head Start places a major focus on the recruitment and retention of high quality staff to provide services to the children and families we serve. We will utilize awarded COLA funds to provide a minimum of a 2.6% pay increase for all current Head Start employees. In addition, we will adjust the pay scale for all personnel positions in our Head Start programs to reflect a permanent, 2.6% increase for future employees.

We are using remaining funds to assist in offsetting the increased operating costs in the indirect costs line item.

These funds are used in part for maintenance, program insurance, utilities, rent, and facilities costs.

Head Start Catholic Charities COLA Budget Narrative 2018-2019		
Description	Amount	Category
Salaries – Catholic Charities will provide a minimum of 2.6% Cost of living adjustment (COLA) for Head Start staff. (2.6%) COLA Increase included in the Head Start Funding Increase and funds from Catholic Charities. This will be a permanent increase in staff compensation.	\$19,505	Personnel
Benefits include FICA, 403b, health & vision insurance, workers compensation, unemployment insurance, disability insurance, and life insurance.	\$7,721	Personnel Fringe
Technical Training and Staff Development: from program operations funds to support professional development with a focus on having Assistant Teachers reach the qualification mandates. Also, to support staff in furthering their academic development and out of town travel.	\$3,098	Other
Indirect Costs: Catholic Charities’ provisional federal indirect rate for 7/1/18 – 6/30/19 is 22.8%.	\$4,447	Indirect Costs
Total - Operating funds	\$34,771	

**Catholic Charities Non-Federal Share COLA Budget Narrative
2018-2019**

Description	Amount	Category
Salaries: A percentage of the Directors and Assistant Directors at the 2 large sites based on numbers of HS children, a portion of the Teacher Assistants, Teachers, and Family Service workers. These costs are paid for by funds received from funds received by the Colorado Preschool Program, the Denver Preschool Program, Catholic Charities, and private grants.	\$6,213	Personnel
Fringe Benefits: The fringe benefits associated with the above salaries and paid by funds received from the Colorado Preschool Program, the Denver Preschool Program, Catholic Charities, and private grants.	\$2,480	Personnel Fringe
Total	\$8,693	