

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”), jointly “the parties”.

RECITALS:

A. The parties entered into an Agreement dated June 11, 2019, to provide comprehensive Head Start services for program year 2019-2020 (the “Agreement”).

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

The Parties agree as follows:

1. Effective July 1, 2019, 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, 2019, Exhibit B-1 will supersede and replace Exhibit B and all budget pages included in Exhibit A. All payments and match contributions under Exhibit B-1 are retroactive to July 1, 2019.

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 Eighty Thousand Six Hundred Eighty-Three Dollars and Zero Cents (\$1,280,683.00)** (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 provide its proportionate share of non-federal funds through cash or in-kind, fairly evaluated, contributions. The phrase “fairly evaluated” referenced in the preceding sentence will be interpreted in accordance with 45 C.F.R. Part 74.23 and/or 45 C.F.R. Part 92.24 as well as any other applicable federal regulations pertaining to match and cost sharing requirements for the Head Start program. Contractor’s contribution under this Agreement will be **Three Hundred Twenty Thousand One Hundred Seventy-One Dollars and Zero Cents (\$320,171.00)** as set forth in more detail in Exhibits B and B-1, as applicable. 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 for 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. The City reserves the right to withhold, adjust and/or reallocate subsequent Grant funds whenever it determines that Contractor’s current spending is inconsistent with amounts and categories listed on Exhibits B and B-1, as applicable, the purposes identified in Exhibit A, or if reports of non-federal share contributions, in whole or in part, are not provided by Contractor on a timely basis.”

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: MOEAI-201950750-01/Alfresco: 201948395-01
Contractor Name: CATHOLIC CHARITIES AND COMMUNITY SERVICES OF THE ARCHDIOCESE OF DENVER

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: MOEAI-201950750-01/Alfresco: 201948395-01
Contractor Name: CATHOLIC CHARITIES AND COMMUNITY
SERVICES OF THE ARCHDIOCESE OF DENVER

By:  _____
3E54A97573204F1...

Name: darren walsh
(please print)

Title: President & CEO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)

Exhibit B-1

BUDGET INFORMATION - Non-Construction ProgramsOMB Number: 4040-0006
Expiration Date: 01/31/2019**SECTION A - BUDGET SUMMARY**

| Grant Program Function or Activity (a) | Catalog of Federal Domestic Assistance Number (b) | Estimated Unobligated Funds | | New or Revised Budget | | |
|---|--|-----------------------------|--------------------|-----------------------|--------------------|--------------|
| | | Federal (c) | Non-Federal (d) | Federal (e) | Non-Federal (f) | Total (g) |
| 1. Program Operations | 93.600 | \$ | \$ | \$ 1,272,005 | \$ 320,171 | \$ 1,592,176 |
| 2. TTA | 93.600 | | | 8,678 | 0 | 8,678 |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. Totals | | \$ 0 | \$ 0 | \$ 1,280,683 | \$ 320,171 | \$ 1,600,854 |

SECTION B - BUDGET CATEGORIES

| 6. Object Class Categories | GRANT PROGRAM, FUNCTION OR ACTIVITY | | | | Total (5) |
|--|-------------------------------------|------------|-----|-----|--------------|
| | (1) Program Operations | (2) TTA | (3) | (4) | |
| a. Personnel | \$ 794,759 | \$ 0 | \$ | \$ | \$ 794,759 |
| b. Fringe Benefits | 214,555 | 0 | | | 214,555 |
| c. Travel | 0 | 0 | | | 0 |
| d. Equipment | 0 | 0 | | | 0 |
| e. Supplies | 17,000 | 0 | | | 17,000 |
| f. Contractual | 0 | 0 | | | 0 |
| g. Construction | 0 | 0 | | | 0 |
| h. Other | 45,440 | 8,678 | | | 54,118 |
| i. Total Direct Charges (sum of 6a-6h) | 1,071,754 | 8,678 | | | \$ 1,080,432 |
| j. Indirect Charges | 200,251 | 0 | | | \$ 200,251 |
| k. TOTALS (sum of 6i and 6j) | \$ 1,272,005 | \$ 8,678 | \$ | \$ | \$ 1,280,683 |
| 7. Program Income | \$ | \$ | \$ | \$ | \$ |

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SECTION C - NON-FEDERAL RESOURCES

| | (a) Grant Program | (b) Applicant | (c) State | (d) Other Sources | (e)TOTALS |
|-----|---------------------------|---------------|-----------|-------------------|------------|
| 8. | Program Operations | \$ 320,171 | \$ | \$ | \$ 320,171 |
| 9. | TTA | | | | 0 |
| 10. | | | | | |
| 11. | | | | | |
| 12. | TOTAL (sum of lines 8-11) | \$ 320,171 | \$ 0 | \$ 0 | \$ 320,171 |

SECTION D - FORECASTED CASH NEEDS

| | Total for 1st Year | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|------------------------------------|--------------------|-------------|-------------|-------------|-------------|
| 13. Federal | \$ 1,280,683 | \$ 320,143 | \$ 320,199 | \$ 320,199 | \$ 320,142 |
| 14. Non-Federal | \$ 320,171 | 80,036 | 80,050 | 80,050 | 80,035 |
| 15. TOTAL (sum of lines 13 and 14) | \$ 1,600,854 | \$ 400,179 | \$ 400,249 | \$ 400,249 | \$ 400,177 |

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

| (a) Grant Program | FUTURE FUNDING PERIODS (YEARS) | | | |
|----------------------------------|--------------------------------|------------|-----------|------------|
| | (b)First | (c) Second | (d) Third | (e) Fourth |
| 16. | \$ | \$ | \$ | \$ |
| 17. | | | | |
| 18. | | | | |
| 19. | | | | |
| 20. TOTAL (sum of lines 16 - 19) | \$ | \$ | \$ | \$ |

SECTION F - OTHER BUDGET INFORMATION

| | | | |
|---------------------|--|-----------------------|--|
| 21. Direct Charges: | | 22. Indirect Charges: | |
| 23. Remarks: | | | |

| Catholic Charities HS Budget Narrative: 2019-2020 | | |
|--|--------------------|---------------------|
| Description | Amount | Category |
| Salaries – No staff members paid with Head Start funds or included in the non-Federal share are paid in excess of the Executive Level II salary. (1.77%) COLA Increase included in the Head Start Funding Increase and funds from Catholic Charities. This will be a permanent increase in staff compensation. | \$794,759 | Personnel |
| Benefits: All salaries billed will be based on actual timesheets. Benefits are 27%. | \$214,555 | Personnel Fringe |
| Office Supplies (\$2,000) - used to furnish supplies for offices, teacher offices, and 4 administrative offices. Child and Family Supplies (\$5,000) -will supply 5 sites with educational materials. Other Supply (\$10,000) - includes janitorial supplies, health supplies, and supplies for children with disabilities | \$17,000 | Supplies |
| Rent: Catholic Charities does not rent space from the Grantee. Kentucky Head Start (1068 sq. ft.) and Mariposa Head Start (3,770 sq. ft.) are owned by Denver Housing Authority and the combined rent is \$28,440 per year. | \$12,732 | Other |
| Utilities, Telephone- telephone, fax, DSL lines and utilities, based on historical data. | \$16,000 | Other |
| Local Travel-mileage reimbursement for staff, based on current spending patterns. | \$2,500 | Other |
| Parent Services: covers the costs for parent committee meetings and Policy Council meetings. Each of our six sites holds parent meetings once a month. Policy Council meets 12 times a year. Costs include food, babysitting, translation, and transportation. | \$4,500 | Other |
| 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. | \$8678 | Other |
| Other: Children's activities & Janitorial Services for our centers | \$9708 | Other |
| Indirect Costs: Catholic Charities' indirect cost rate is 25.2%. | \$200,251 | Indirect Costs |
| Total -Operating funds | \$1,280,683 | |

| CC Non-Federal Share Budget HS Narrative: 2019-2020 | | |
|---|------------------|------------------|
| 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, family Service workers, and the HS Director salaries that are not covered by HS funds. These costs are paid for by funds received from the Colorado Preschool Program, the Denver Preschool Program, Catholic Charities, and private grants. | \$198,690 | 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. | \$53,639 | Personnel Fringe |
| Office Supplies (\$1,000) - used to furnish supplies for offices, ten Family Service Workers offices, teacher offices, and 4 administrative offices. Child and Family Supplies (\$500) -will supply 6 sites with educational materials. Other Supply (\$1,078) - includes janitorial supplies, health supplies, and supplies for children with disabilities | \$2,578 | Supplies |
| Utilities, Telephone- telephone, fax, DSL lines and utilities: A large percentage of these costs are incurred at Margery Reed and The Child Development Center and paid for by Parent fees at the large sites. | \$1,000 | Other |
| Building and Child Liability Insurance: Supplied by Catholic Charities. | \$2,000 | Other |
| Nutrition Services: Part of the costs incurred in providing meals to children and education staff that are not reimbursed by the Child and Adult Food Program, supplied by Catholic Charities and parent fees. | \$20,000 | Other |
| Volunteers: The value of volunteer time in Colorado per hour is \$24.69 and we estimate that parents and community members will spend 1,712 hours volunteering. | \$42,264 | Other |
| Total | \$320,171 | |