



Legislation Text

File #: 23-0807, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 6-19-2023

**Requesting Agency: Denver Human Services
Division:**

Subject Matter Expert Name: Tammy Hoffman
Email Address: tammy.hoffman@denvergov.org
[<mailto:tammy.hoffman@denvergov.org>](mailto:tammy.hoffman@denvergov.org)
Phone Number:

Item Title & Description:

(Do not delete the following instructions)

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A resolution approving a proposed Second Amendatory Agreement between the City and County of Denver and Colorado Women's Employment and Education Incorporated to continue providing services to eligible participants under the Temporary Assistance for Needy Families program.

Amends a contract with Colorado Women's Employment and Education, Incorporated (CWEE) by adding \$1,257,960 for a new total of \$3,062,960 and one year for a new end date of 6-30-2024 to continue providing services to assist Colorado Works (CW)/ Temporary Assistance for Needy Families (TANF) participants with personal and family stabilization, case management and job skills development, citywide (SPCSV-202159631-02, SOCSV-202367651-02). The last regularly scheduled Council meeting within the 30-day review period is on 7-24-2023. The Committee approved filing this item at its meeting on 6-21-2023.

Affected Council District(s) or citywide?
Citywide

Contract Control Number:

SPCSV-202159631-02, SOCSV-202367651-02

**Vendor/Contractor Name (including any "DBA"):
Colorado Women's Employment and Education, Incorporated**

Type and Scope of services to be performed:

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.
 - 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.

Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):

Are WBE/MBE/DBE goals met (if applicable)?

Is the contract new/a renewal/extension or amendment?

Was this contractor selected by competitive process or sole source?

For New contracts

Term of initial contract:

Options for Renewal:

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

Cost of initial contract term:

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:

Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

Cost and length of term

If length changing

What was the length of the term of the original contract?

9/1/2021 - 6/30/2023

What is the length of the extension/renewal?

One year

What is the revised total term of the contract?

9/1/2021 - 6/30/2024

If cost changing

What was the original value of the entire contract prior to this proposed change?

\$1,805,000

What is the value of the proposed change?

\$1,257,960

What is the new/revised total value including change?

\$3,062,960

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)