



STATE OF COLORADO CONTRACT MODIFICATION
CONTRACT AMENDMENT #1

State Agency
Colorado Department of Early Childhood
710 South Ash Street, Building C
Glendale, CO 80246

Contractor
Developmental Disabilities Resource Center
11177 West 8th Avenue
Lakewood, CO 80215

Original Contract Number
CT QAAA 2025-932
25 QAAA 191892

Amendment Contract Number
CT QAAA 2025-932 A1

Contract Performance Beginning Date
July 1, 2024

Current Contract Expiration Date
June 30, 2025

Current Contract Maximum Amount
Initial Term
State Fiscal Year 2025 \$6,346,638*
CT QAAA 2025-932/GAE QAAA 2025-183

*And \$20,000,000 pooled GAE shared amongst various contractors as described in Contract, see Exhibit C Section 11.

^Any amount paid against Holdover CT QAAA 2025*932 HL prior to execution of this Contract shall be reduced from the Contract Maximum Amount.

Total for All State Fiscal Years \$6,346,638

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SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

CONTRACTOR

Developmental Disabilities Resource Center

DocuSigned by:

Robert DeHerrera

By: Rob DeHerrera, Executive Director

Date: 5/15/2025

STATE OF COLORADO

Jared S. Polis, Governor
Lisa Roy, Ed.D., Executive Director
Colorado Department of Early Childhood

DocuSigned by:

Stephanie Beasley

By: Stephanie Beasley, Deputy Executive Director

Date: 5/19/2025

STATE CONTROLLER Robert Jaros, CPA, MBA, JD

DocuSigned by:

Jeanni Stefanik

By: Jeanni Stefanik, CDEC Acting Controller

Amendment Effective Date: 5/22/2025

In accordance with §24-30-202, C.R.S., this Amendment is not valid until signed and dated above by the State Controller or an authorized delegate.



1. PARTIES

This Amendment (the “Amendment”) to the Original Contract shown on the Signature and Cover Page for this Amendment (the “Contract”) is entered into by and between the Contractor, and the State.

2. TERMINOLOGY

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Contract shall be construed and interpreted in accordance with the Contract.

3. AMENDMENT EFFECTIVE DATE AND TERM

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after of the Amendment term shown in **§3.B** of this Amendment.

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Contract contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Contract.

4. PURPOSE

The Contractor shall administer and provide a program for children determined to be eligible for Early Intervention (EI) services, as defined in the state and federal statutes, regulations, and procedures. EI services shall be provided by the Contractor, as a designated Certified EI Service Broker, pursuant to the following statutes, regulations and procedures as they currently exist or may hereafter be promulgated or amended, which are, by this reference, incorporated and made a part of this contract.. This amendment shall decrease funds for State Fiscal Year (SFY)25 and amends exhibits B and C.

5. MODIFICATIONS

The Contract and all prior amendments thereto, if any, are modified as follows:

A. **Decrease the Contract Amount for SFY25 by \$331,577 from \$6,678,215 to \$6,346,638 and Decrease the Maximum Amount for All State Fiscal Years from \$6,678,215 to \$6,346,638.**

The Contract Maximum Amount table on the Contract’s Signature and Cover Page is hereby deleted and replaced with the Current Contract Maximum Amount table shown on the Signature and Cover Page for this Amendment.

B. **Exhibit B – Budget**

Exhibit B – Amendment #1, which is attached and incorporated by this Amendment, shall replace Exhibit B of the Original Contract.



C. Exhibit C – Additional Provisions

Exhibit C – Amendment #1, which is attached and incorporated by this Amendment, shall replace Exhibit C of the Original Agreement.

6. LIMITS OF EFFECT AND ORDER OF PRECEDENCE

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments or other modifications to the Contract, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Contract, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract or any prior modification to the Contract, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Contract to the extent that this Amendment specifically modifies those Special Provisions.



Colorado Department of Early Childhood (CDEC)
BUDGET WITH JUSTIFICATION FORM

Contractor Name	Developmental Disabilities Resource Center (DDRC)	Program Contact Name, Title		Jamie Haney, Sr. Director of Access			
Budget Period	July 1, 2024 - June 30, 2025	Phone		303-462-6537			
Project Name	Early Intervention (EI) Colorado	Email		jamie.haney@ddrcco.com			
Counties Served	Jefferson, Clear Creek, Summit, Gilpin	Fiscal Contact Name, Title		Jamie Luark, CFO			
		Phone		303-462-6679			
		Email		jamie.luark@ddrcco.com			
		Funded Caseload		1200			

*See Early Intervention General Accounting Encumbrance (GAE) for Direct Services which is split among other Early Intervention Community Centered Boards pursuant to Exhibit C, Section 11

Expenditure Categories							
Personnel Services - Salaried Employees							State Fiscal Year (SFY) 2025
Position Title	Description of Work and Fringe includes: Please enter description	Full Time Equivalent (FTE) Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Administration							
	No costs shall be reimbursed by CDEC for this category						
Sub-Total Administration (including fringe benefits)							\$0.00
Revenue Offset - Targeted Case Management (TCM)							\$0.00
Revenue Offset - Early Intervention Services Trust (EIST)							\$0.00
Revenue Offset - Public Insurance							\$0.00
Revenue Offset - Other Funding Sources							\$0.00
Total CDEC Funding (EI)							\$0.00
Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	Full Time Equivalent (FTE) Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Service Coordination							
Assistant Director of Service Coordination	Oversees administration of Early Intervention Service Coordination and Family Support Services Program (FSSP) programs including, overall supervision and quality of service coordination. This position is conservatively estimated to be associated directly with Early Intervention (EI) Service Coordination 50% of there time. This position shall track their time directly associated with EI and it will be charged accordingly.	Full Time (FT)	36	\$ 100,000.00	\$ 38,000.00	100.00%	\$138,000.00
Administrative Assistant	Performs a variety of administrative tasks as outlined in request.	FT	36	\$ 38,588.00	\$ 14,663.00	100.00%	\$53,251.00
Service Coordinator Supervisor	Provides support, supervision and technical assistance to Service Coordinators assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing service coordination support and training to Service Coordinators. A primary function of this position will be to cover caseloads. When caseload coverage is not needed, this position will provide technical assistance and training to Service Coordinators to Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of Individualized Family Services Plan (IFSP).	FT	36	\$ 82,500.00	\$ 31,350.00	100.00%	\$113,850.00
Service Coordinator Supervisor	Provides support, supervision and technical assistance to Service Coordinators assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing service coordination support and training to Service Coordinators. A primary function of this position will be to cover caseloads. When caseload coverage is not needed, this position will provide technical assistance and training to Service Coordinators to Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 82,500.00	\$ 31,350.00	100.00%	\$113,850.00
Service Coordinator Supervisor	Provides support, supervision and technical assistance to Service Coordinators assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing service coordination support and training to Service Coordinators. A primary function of this position will be to cover caseloads. When caseload coverage is not needed, this position will provide technical assistance and training to Service Coordinators to Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 78,000.00	\$ 29,640.00	100.00%	\$107,640.00

Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	Full Time Equivalent (FTE) Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Service Coordination							
Service Coordinator Supervisor	Provides support, supervision and technical assistance to Service Coordinators assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing service coordination support and training to Service Coordinators. A primary function of this position will be to cover caseloads. When caseload coverage is not needed, this position will provide technical assistance and training to Service Coordinators to Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 78,000.00	\$ 29,640.00	100.00%	\$107,640.00
Service Coordinator #1	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 43,383.00	\$ 16,485.00	100.00%	\$59,868.00
Service Coordinator #2	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 43,383.00	\$ 16,485.00	100.00%	\$59,868.00
Service Coordinator #3	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 44,189.00	\$ 16,792.00	100.00%	\$60,981.00
Service Coordinator #4	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 48,617.00	\$ 18,474.00	100.00%	\$67,091.00
Service Coordinator #5	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 45,411.00	\$ 17,256.00	100.00%	\$62,667.00
Service Coordinator #6	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 44,618.00	\$ 16,955.00	100.00%	\$61,573.00
Service Coordinator #7	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,004.00	\$ 17,862.00	100.00%	\$64,866.00
Service Coordinator #8	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 46,351.00	\$ 17,613.00	100.00%	\$63,964.00
Service Coordinator #9	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,211.00	\$ 17,940.00	100.00%	\$65,151.00
Service Coordinator #10	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 48,091.00	\$ 18,274.00	100.00%	\$66,365.00
Service Coordinator #11	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 48,852.00	\$ 18,564.00	100.00%	\$67,416.00
Service Coordinator #12	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 51,507.00	\$ 19,573.00	100.00%	\$71,080.00
Service Coordinator #13	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 65,399.00	\$ 24,852.00	100.00%	\$90,251.00
Service Coordinator #14	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 43,383.00	\$ 16,485.00	100.00%	\$59,868.00
Service Coordinator #15	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,425.00	\$ 18,022.00	100.00%	\$65,447.00
Service Coordinator #16	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 48,852.00	\$ 18,564.00	100.00%	\$67,416.00
Service Coordinator #17	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 48,852.00	\$ 18,564.00	100.00%	\$67,416.00
Service Coordinator #18	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,670.00	\$ 18,115.00	100.00%	\$65,785.00
Service Coordinator #19	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,670.00	\$ 18,115.00	100.00%	\$65,785.00
Service Coordinator #20	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,670.00	\$ 18,115.00	100.00%	\$65,785.00
Service Coordinator #21	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 47,670.00	\$ 18,115.00	100.00%	\$65,785.00
Service Coordinator #22 - Bi-Lingual	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 50,450.00	\$ 19,171.00	100.00%	\$69,621.00
Service Coordinator #23 - Bi-lingual	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 52,392.00	\$ 19,909.00	100.00%	\$72,301.00
Service Coordinator #24 - Bi-lingual	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 55,253.00	\$ 20,996.00	100.00%	\$76,249.00
Service Coordinator #25 - Bi-lingual	Coordinate services for children birth through 2 with a developmental delay or disability, monitor quality and delivery of IFSP.	FT	36	\$ 57,874.00	\$ 21,992.00	100.00%	\$79,866.00
Sub-Total Service Coordination (including fringe benefits)							\$2,316,696.00
Revenue Offset - Targeted Case Management (TCM)							\$418,000.00
Revenue Offset - Early Intervention Services Trust (EIST)							\$205,000.00
Revenue Offset - Public Insurance							\$0.00
Revenue Offset - Other Funding Sources							\$193,156.00
Total CDEC Funding (EI)							\$1,500,540.00

Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	FTE Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Direct Services							
Early Intervention Director	The Director of Early Intervention coordinates the efforts of the entire EI team. This includes hiring/firing, supervising, leading and motivating the EI team through a collaborative model. The position is responsible for overall program direction and coordination with cooperating agencies.	FT	36	\$ 121,413.00	\$ 46,137.00	100.00%	\$167,550.00
Early Intervention Assistant Director	The Assistant Director provides support to the Director and the entire EI program. This includes filling in for the Director when appropriate, participating in the hiring/disciplinary process, supervising EI staff, leading and motivating the EI Team through a collaborative model. This position also works closely with the Children and Family Services/Resource Coordinators, managers/directors from other departments, members of the State EI Team and other community partners. The Assistant Director is responsible for ensuring the EI Program is following all Part C and EI State rules and regulations, managing funding for direct services, managing contractor pool, Child and Family outcomes, ongoing data management and related EI indicators.	FT	36	\$ 110,244.00	\$ 41,893.00	100.00%	\$152,137.00
Program Manager	This position provides support to the Early Intervention Director and Assistant Director for program management, staff performance and monitoring, implementation and carry out of divisions and organization short and long-term goals. Works with families and stakeholders to address concerns not able to be resolved at provider level. Monitors and assists with day-to-day activity of the division and support to staff and contractors. Manages contracts and Infant Care (IC) relationships.	FT	36	\$ 84,589.00	\$ 32,144.00	100.00%	\$116,733.00
Administrative Assistant #1	This position will provide support to the Director, Assistant Director, and Early Intervention Team regarding the daily office duties within the department.	FT	36	\$ 43,030.00	\$ 16,352.00	100.00%	\$59,382.00
Administrative Assistant #2	This position will provide support to the Director, Assistant Director, and Early Intervention Team regarding the daily office duties within the department.	FT	36	\$ 36,855.00	\$ 14,005.00	100.00%	\$50,860.00
Billing Coordinator Supervisor	This position will supervise the daily office duties within the department, oversee the Billing Coordinators and ensure they are gathering all the data essential to submit to the Finance department for billing.	FT	36	\$ 53,071.00	\$ 20,167.00	100.00%	\$73,238.00
EI Billing Coordinator #1	This position will provide support to the Director, Assistant Director, and Early Intervention Team regarding the daily office duties within the department including gathering all the data essential to submit to the Finance department for billing.	FT	36	\$ 44,114.00	\$ 16,763.00	100.00%	\$60,877.00
EI Billing Coordinator #2	This position will provide support to the Director, Assistant Director, and Early Intervention Team regarding the daily office duties within the department including gathering all the data essential to submit to the Finance department for billing.	FT	36	\$ 53,047.00	\$ 20,158.00	100.00%	\$73,205.00
Supervisor Therapist (Speech Language Pathologist) #1	This position will provide early intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position will also provide support, mentorship, training, tech support and leadership to the Early Intervention Team, along with community outreach and other special projects as assigned by the EI Director and Assistant Director. Provides support, supervision and technical assistance to therapists assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing direct support and training to therapists.	FT	36	\$ 105,000.00	\$ 39,900.00	100.00%	\$144,900.00
Supervisor Therapist (Physical Therapy) #2	This position will provide early intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position will also provide support, mentorship, training, tech support and leadership to the Early Intervention Team, along with community outreach and other special projects as assigned by the EI Director and Assistant Director. Provides support, supervision and technical assistance to therapists assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing direct support and training to therapists.	FT	36	\$ 105,000.00	\$ 39,900.00	100.00%	\$144,900.00
Supervisor Therapist (Developmental Interventionist) #3	This position will provide early intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position will also provide support, mentorship, training, tech support and leadership to the Early Intervention Team, along with community outreach and other special projects as assigned by the EI Director and Assistant Director. Provides support, supervision and technical assistance to therapists assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing direct support and training to therapists.	FT	36	\$ 105,000.00	\$ 39,900.00	100.00%	\$144,900.00

Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	FTE Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Direct Services							
Supervisor Therapist (Occupational Therapist) #4	This position will provide early intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position will also provide support, mentorship, training, tech support and leadership to the Early Intervention Team, along with community outreach and other special projects as assigned by the EI Director and Assistant Director. Provides support, supervision and technical assistance to therapists assigned to their team to assure the delivery of quality services for children birth through 2 with a developmental delay or disability. Responsible for providing direct support and training to therapists.	FT	36	\$ 105,000.00	\$ 39,900.00	100.00%	\$144,900.00
Early Childhood Special Education Teacher (Developmental Interventionist) #1	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Master's Degree and registration in or endorsement in Early Childhood Special Education with Colorado Department of Education (CDE) Licensure.	FT	36	\$ 81,723.00	\$ 31,055.00	100.00%	\$112,778.00
Early Childhood Special Education Teacher (Developmental Interventionist) #2	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Master's Degree and registration in or endorsement in Early Childhood Special Education with CDE Licensure.	FT	36	\$ 77,229.00	\$ 29,347.00	100.00%	\$106,576.00
Social Emotional Therapist #1	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model.	FT	36	\$ 77,229.00	\$ 29,347.00	100.00%	\$106,576.00
Social Emotional Therapist #2	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model.	FT	36	\$ 90,704.00	\$ 34,467.00	100.00%	\$125,171.00
Speech-language pathologist #1	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, Colorado license.	FT	36	\$ 79,051.00	\$ 30,040.00	100.00%	\$109,091.00
Speech-language pathologist #2	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, and Colorado license.	FT	36	\$ 82,086.00	\$ 31,193.00	100.00%	\$113,279.00
Speech-language pathologist #3	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, and Colorado license.	FT	36	\$ 84,591.00	\$ 32,145.00	100.00%	\$116,736.00
Speech-language pathologist #4	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, and Colorado license.	FT	36	\$ 82,661.00	\$ 31,411.00	100.00%	\$114,072.00
Speech-language pathologist #5	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 80,352.00	\$ 30,534.00	100.00%	\$110,886.00
Speech-language pathologist #6	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 79,954.00	\$ 30,382.00	100.00%	\$110,336.00
Speech-language pathologist #7	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 84,234.00	\$ 32,009.00	100.00%	\$116,243.00
Speech-language pathologist #8	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 78,733.00	\$ 29,919.00	100.00%	\$108,652.00
Speech-language pathologist #9	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 86,142.00	\$ 32,734.00	100.00%	\$118,876.00
Speech-language pathologist #10	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 73,130.00	\$ 27,789.00	100.00%	\$100,919.00
Speech-language pathologist #11 - Temporary 9 month position	This position will provide temporary intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position is to provide coverage during the 9 month span of 5 direct providers out on maternity and family leave for the FY25 service year. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 61,238.00	\$ 23,270.00	100%	\$84,508.00

Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	FTE Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Direct Services							
Speech-language pathologist #12 - Temporary 9 month position	This position will provide temporary intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. This position is to provide coverage during the 9 month span of 5 direct providers out on maternity and family leave for the Fiscal Year (FY)25 service year. Speech-Language Pathologist: Master's in Speech-Language Pathology, CCCs and Colorado license.	FT	36	\$ 61,238.00	\$ 23,270.00	100%	\$84,508.00
Occupational Therapist #1	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Occupational Therapist: Bachelors of Science in Occupational Therapy, Master's in Occupational Therapy preferred. Colorado license.	FT	36	\$ 84,234.00	\$ 32,009.00	100.00%	\$116,243.00
Occupational Therapist #2	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Occupational Therapist: BS in Occupational Therapy, Master's in Occupational Therapy preferred. Colorado license.	FT	36	\$ 84,236.00	\$ 32,010.00	100.00%	\$116,246.00
Occupational Therapist #3	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Occupational Therapist: BS in Occupational Therapy, Master's in Occupational Therapy preferred. Colorado license.	FT	36	\$ 90,496.00	\$ 34,388.00	100.00%	\$124,884.00
Occupational Therapist #4	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. Occupational Therapist: BS in Occupational Therapy, Master's in Occupational Therapy preferred. Colorado license.	FT	36	\$ 73,130.00	\$ 27,789.00	100.00%	\$100,919.00
Physical Therapist #1	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. BS in Physical Therapy, Master's in Physical Therapy preferred. Colorado license.	FT	36	\$ 95,660.00	\$ 36,351.00	100.00%	\$132,011.00
Physical Therapist #2	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. BS in Physical Therapy, Master's in Physical Therapy preferred. Colorado license.	FT	36	\$ 80,867.00	\$ 30,730.00	100.00%	\$111,597.00
Physical Therapist #3	This position will provide intervention services to children and families in the EI program using the trans-disciplinary/primary service provider model. BS in Physical Therapy, Master's in Physical Therapy preferred. Colorado license.	FT	36	\$ 81,020.00	\$ 30,788.00	100.00%	\$111,808.00
Sub-Total Direct Services (including fringe benefits)							\$3,886,497.00
Revenue Offset - Targeted Case Management (TCM)							\$0.00
Revenue Offset - Early Intervention Services Trust (EIST)							\$575,000.00
Revenue Offset - Public Insurance							\$170,000.00
Revenue Offset - Other Funding Sources							\$0.00
Total CDEC Funding (EI)							\$3,141,497.00
Personnel Services - Salaried Employees							SFY 2025
Position Title	Description of Work and Fringe includes: health insurance, dental insurance, Federal Insurance Contribution Act (FICA), State Unemployment Insurance, life insurance, Workman's Compensation Insurance, retirement, Long Term Disability, Short Term Disability and vision.	FTE Status	Number of Hours Worked Per Week	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Intake and Referral Employees							
Senior EI Intake Service Coordinator #1	Responsible for providing short-term service coordination support and training to Child and Family Services (CFS) EI Intake Service Coordinators (SC). The Senior EI Intake SC provides caseload coverage when EI Intake SCs are on vacation, on extended leave, or there is a vacancy. This position also assists with onboarding and training of day-to-day functions of EI Intake Service Coordination as needed.	FT	36	\$ 58,712.00	\$ 22,744.00	100.00%	\$81,456.00
EI Intake Service Coordinator #2	The EI Intake SC position is responsible for conducting the initial intake and service coordination for children birth to three years old referred for an Early Intervention evaluation. This includes receiving, assessing, and scheduling those children referred for evaluation, as well as reviewing and referring families to available services and supports following completion of the evaluation. The EI Intake SC coordinates the transition to ongoing service coordination for infants and toddlers with significant developmental delays, and their families, who are interested in accessing early intervention services.	FT	36	\$ 56,013.00	\$ 18,972.00	100.00%	\$74,985.00
EI Intake Service Coordinator #3	The EI Intake SC position is responsible for conducting the initial intake and service coordination for children birth to three years old referred for an Early Intervention evaluation. This includes receiving, assessing, and scheduling those children referred for evaluation, as well as reviewing and referring families to available services and supports following completion of the evaluation. The EI Intake SC coordinates the transition to ongoing service coordination for infants and toddlers with significant developmental delays, and their families, who are interested in accessing early intervention services.	FT	36	\$ 48,971.00	\$ 21,698.00	100.00%	\$70,669.00
Sub-Total Intake and Referral Employees (including fringe benefits)							\$227,110.00
Revenue Offset - Targeted Case Management (TCM)							\$0.00

Revenue Offset - Early Intervention Services Trust (EIST)				\$0.00
Revenue Offset - Public Insurance				\$0.00
Revenue Offset - Other Funding Sources				\$0.00
Total CDEC Funding (EI)				\$227,110.00
Personnel Services Funding Summary				
Total Personnel Services (including fringe benefits)				\$6,430,303.00
Revenue Offset - Targeted Case Management (TCM)				\$418,000.00
Revenue Offset - Early Intervention Services Trust (EIST)				\$780,000.00
Revenue Offset - Public Insurance				\$170,000.00
Revenue Offset - Other Funding Sources				\$193,156.00
Total CDEC Funding (EI)				\$4,869,147.00
Contractors/Consultants (payments to third parties or entities)				SFY 2025
Item	Description of Item	Allowable in Modified Total Direct Costs (MTDC) Calculation	Unallowable in MTDC Calculation	Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category			
Total Contractors/Consultants		\$0.00	\$0.00	\$0.00
Travel				SFY 2025
Item	Description of Item			Total CDEC Funding (EI)
Administration				
	No costs shall be reimbursed by CDEC for this category			
Service Coordination				
Mileage	Mileage costs for off site meetings or training associated with the EI program not to exceed the Federal mileage rate listed at https://www.gsa.gov/travel-resources * Any out of state travel costs must be pre-approved by CDEC. DDRC pays staff the Internal Revenue Service			\$15,000.00
Direct Services				
Mileage	Mileage costs for off site meetings or training associated with the EI program not to exceed the Federal mileage rate listed at https://www.gsa.gov/travel-resources * Any out of state travel costs must be pre-approved by CDEC. DDRC pays staff the IRS approved standard			\$87,300.00
Intake and Referral				
	No costs shall be reimbursed by CDEC for this category			
Total Travel				\$102,300.00
Supplies & Operating Expenses				SFY 2025
Name	Description of Item			Total CDEC Funding (EI)
Administration				
	No costs shall be reimbursed by CDEC for this category			
Subtotal				\$0.00
Items Excluded from MTDC: (Rental costs, tuition, scholarships/fellowships, participant support, equipment, capital expenditures)				
Item	Description of Item			Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category			
Subtotal Items removed from MTDC				\$0.00
Subtotal for Administration Supplies & Operating				\$0.00
Service Coordination				
Item	Description of Item			Total CDEC Funding (EI)
Training & Conferences	Training & Conference expenses are for the EI Service Coordination department to attend external trainings and conferences. These expenses are specifically identified to the department.			\$ 15,273.00
Computer EI Service Coordinators Program Costs	Computer Maintenance Costs include DDRC's internal EI and service coordination software and other normal business operation software including training software, password software, video conferencing software and email archiving/secure messaging system. DDRC's internal case management software is charged based on an allocation by the number of users. The other business operations software is allocated based on the number of employees.			\$ 114,395.00
Advertising	The cost associated with advertising for staff vacancies and turnover directly in EI Service Coordination			\$ 10,000.00
Data Processing	Data Processing is Payroll processing costs. These costs are allocated to all departments within DDRC based on the number of employees paid in a particular department.			\$ 10,334.00
Insurance	Insurance expense includes property coverage for the DDRC building and are allocated by occupancy square footage for each program/department. For other types of insurance including the professional and umbrella coverage these are allocated based on the numbers of employees in a particular program/department.			\$ 19,195.00
Supplies	Supplies expense includes both office supplies and program supplies and are specifically identified and charged to each department as incurred.			\$ 6,100.00
Repairs and Maintenance	Repairs and Maintenance expenses are for general repairs and maintenance of the DDRC building. If there is a repair or maintenance expense directly associated with a department it is specifically identified and charged accordingly. General repairs and maintenance to the DDRC building are allocated by occupancy square footage for each program/department. Examples would include snow removal, lawn maintenance, janitorial supplies, Air Conditioning, fire alarm monitoring, elevator maintenance			\$ 8,031.00
Telephone	Telephone expense includes cell phones specifically identified for the EI Service Coordination department.			\$ 41,188.00
Depreciation	Depreciation is allocated by occupancy square footage for each program/department. Depreciation expense is for the DDRC building.			\$ 7,194.00
Postage	Postage			\$ 5.75
Utilities	Utility expense includes electricity, gas, water, sewer and trash removal for the DDRC building. Utilities are allocated by occupancy square footage for each program/department.			\$ 7,560.00
Meetings/Staff Appreciation	Costs specifically for EI service coordination meeting and staff appreciation			\$ 6,000.00
Other Professional Services	Professional services including language interpreter services for EI Service coordination and are specifically identified to the department			\$ 35,000.00
Subtotal				\$ 280,276
Items Excluded from MTDC: (Rental costs, tuition, scholarships/fellowships, participant support, equipment, capital expenditures)				
Item	Description of Item			Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category			
Subtotal Items removed from MTDC				\$0.00
Subtotal for Service Coordination Supplies & Operating				\$280,276

Direct Services		Total CDEC Funding (EI)
Item	Description of Item	
Dues, Subscriptions, Publications, Certifications	Dues, Subscriptions, Publications, Certifications are for various departmental dues or publications relating to the EI services rendered. These expenses are specifically identified to the department.	\$ 5,000.00
Training & Conferences	Training & Conference expenses are for the EI department to attend external trainings and conferences. These expenses are specifically identified to the department.	\$ 49,380.00
Other Professional Services	Professional contract services that support departmental operations	\$ 58,056.00
Advertising	The cost associated with advertising for staff vacancies and turnover directly in EI Direct Services	\$ 7,500.00
Data Processing	Data Processing is Payroll processing costs. These costs are allocated to all departments within DDRC based on the number of employees paid in a particular department.	\$ 11,873.00
Insurance	Insurance expense includes property coverage for the DDRC building and are allocated by occupancy square footage for each program/department. For other types of insurance including the professional and umbrella coverage these are allocated based on the numbers of employees in a particular program/department.	\$ 20,500.00
Repairs and Maintenance	Repairs and Maintenance expenses are for general repairs and maintenance of the DDRC building. If there is a repair or maintenance expense directly associated with a department it is specifically identified and charged accordingly. General repairs and maintenance to the DDRC building are allocated by occupancy square footage for each program/department. Examples would include snow removal, lawn maintenance, janitorial supplies, HVAC, fire alarm monitoring, elevator maintenance.	\$ 8,801.00
Meetings/Staff Appreciation	Costs specifically for EI service coordination meeting and staff appreciation	\$ 8,110.00
Depreciation	Depreciation is allocated by occupancy square footage for each program/department. Depreciation expense is for the DDRC building.	\$ 15,000.00
Utilities	Utility expense includes electricity, gas, water, sewer and trash removal for the DDRC building. Utilities are allocated by occupancy square footage for each program/department.	\$ 7,500.00
Supplies	Supplies expense includes both office supplies and program supplies and are specifically identified and charged to each department as incurred.	\$ 7,100.00
Telephone	Telephone expense includes cell phones specifically identified for the EI department.	\$ 35,105.00
Computer EI Therapies Program Costs	Computer Maintenance Costs include DDRC's EI software and other specifically identified computer software and hardware costs for EI Direct Services.	\$ 90,873.00
Subtotal		\$ 324,798.00
Items Excluded from MTDC: (Rental costs, tuition, scholarships/fellowships, participant support, equipment, capital expenditures)		
Item	Description of Item	Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category	
Subtotal Items removed from MTDC		\$0.00
Subtotal for Direct Services Supplies & Operating		\$324,798.00
Intake and Referral		
Item	Description of Item	Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category	\$0.00
Subtotal		\$0.00
Items Excluded from MTDC: (Rental costs, tuition, scholarships/fellowships, participant support, equipment, capital expenditures)		
Item	Description of Item	Total CDEC Funding (EI)
	No costs shall be reimbursed by CDEC for this category	
Subtotal Items removed from MTDC		\$0.00
Subtotal for Intake and Referral Supplies & Operating		\$0.00
Total Supplies & Operating		\$605,074
Total Direct Costs Funding Summary		
TOTAL DIRECT COSTS		\$7,137,677
Revenue Offset - Targeted Case Management (TCM)		\$418,000.00
Revenue Offset - Early Intervention Services Trust (EIST)		\$780,000.00
Revenue Offset - Public Insurance		\$170,000.00
Revenue Offset - Other Funding Sources		\$193,156.00
Total CDEC Funding (EI)		\$5,576,521
Modified Total Direct Costs Funding Summary		
MODIFIED TOTAL DIRECT COSTS (MTDC)		\$7,137,677
Uniform Guidance - 2 Code of Federal Regulations 200.1 (2 CFR 200.1) "Modified Total Direct Cost (MTDC)"- means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.		
Revenue Offset - Targeted Case Management (TCM)		\$418,000.00
Revenue Offset - Early Intervention Services Trust (EIST)		\$780,000.00
Revenue Offset - Public Insurance		\$170,000.00
Revenue Offset - Other Funding Sources		\$193,156.00
Total CDEC Funding (EI)		\$5,576,521
Indirect Costs		SFY 2025
[not to exceed 10% unless Negotiated Federal Indirect Cost rate or Negotiated State Indirect Cost rate is attached]		
Item	Description of Item	Total CDEC Funding (EI)
Indirect Rate	Approved Negotiated administration rate – DDRC's negotiated administrative rate is 13.81% based on the percentage of Management and General salaries divided by total direct salaries.	\$770,118
Total Indirect		\$770,118
Total Contract Funding Summary		
TOTAL		\$7,907,794
Revenue Offset - Targeted Case Management (TCM)		\$418,000.00
Revenue Offset - Early Intervention Services Trust (EIST)		\$780,000.00
Revenue Offset - Public Insurance		\$170,000.00
Revenue Offset - Other Funding Sources		\$193,156.00
Total CDEC Funding (EI)		\$6,346,638

*Figures are rounded using basic accounting standards. (0.00-0.49 = 0; 0.50-0.99 = 1.0)



ADDITIONAL PROVISIONS

1. SERVICE PROVISIONS

The Contractor shall provide the services according to the plans submitted in the “Statement of Work”, attached and incorporated herein by this reference as **EXHIBIT A**. In all cases, the descriptions, plans, timetables, tasks, duties, and responsibilities of the Contractor as described in the Statement of Work, shall be adhered to in the performance of the requirements of this contract. In the event of a conflict, the terms and conditions of this contract shall control over the Statement of Work. Any significant changes to the Statement of Work (SOW) require an amendment to the contract.

2. GOALS AND OBJECTIVES

The Contractor shall be responsible for the achievement of any goals and objectives as specified within the Statement of Work (**EXHIBIT A**) of this contract unless written notice of any modifications are furnished by the State to the Contractor allowing adequate time for compliance during the term of this contract.

3. COPY OF SUBCONTRACT

The Contractor shall provide to the State a copy of any executed subcontract between the Contractor and any provider of services to fulfill any requirements of this contract. Subcontracts shall be emailed to the Contract Representative upon execution.

4. PAYMENT

In consideration of the provision of services and reporting and subject to all payment and price provisions and further subject to verification by the State of full and satisfactory compliance with the terms of this contract, the State shall pay to the Contractor an amount not to exceed the amount specified in the Budget (**EXHIBIT B**), of this contract.

- A. The Contractor shall submit requests for payment to the [OnBase Invoice Submission Process](#) no less than monthly on forms prescribed and provided by the State.
 - i. Link to [Frequently Asked Questions](#) about the OnBase Invoice Submission Process.
 - ii. Link to [Vendor Invoice Guidance](#)
 - iii. For technical issues please contact the OnBase Administrator at CDEC_OnBase_Admin@state.co.us.
 - iv. For invoice issues, please contact CDEC_Invoicing@state.co.us.
- B. Payment shall be made on a cost reimbursement basis for services rendered.
- C. It is understood any vacancy savings in the personnel category and/or any savings in any other category shall require written approval from the State prior to any redistribution of any savings by the Contractor. **ANY COST SAVINGS THAT ARE REDISTRIBUTED BY CONTRACTOR WITHOUT WRITTEN APPROVAL SHALL NOT BE REIMBURSED BY THE STATE.**
- D. **IT IS UNDERSTOOD ANY COSTS THAT EXCEED THE CONTRACTED AMOUNT SHALL NOT BE PAID BY CDEC.** If Contractor has a legitimate need for additional funds, the Contractor shall request additional funds from the CDEC 60 days prior to projected depletion of contracted funds. CDEC shall review each request and notify Contractor in writing of approval or denial. Approval of additional funds shall require an official modification to the Contract by Amendment or Option Letter.



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Exhibit C – Amendment #1

- E.** Timely Invoicing - Invoices shall be submitted no later than 30 days following the last day of the month. End of State Fiscal Year invoices are on a compressed timeframe. Invoices for all services provided prior to June 30th shall be invoiced by July 5th. Contractors who are unable to provide the invoice by July 5th shall notify the state of the amount to be booked as accounts payable by July 13th by sending an email to [OnBase Invoice Submission Process](#). Final invoices for services prior to June 30th shall be submitted by September 14th. Invoices received after September 14th may not be paid.
- F.** The Contractor shall maintain source documentation to support all payment requested pursuant to this contract. All source documentation shall be provided to the State by the Contractor upon request.
- G.** It is understood that the State reserves the right to offset funds pursuant to this contract based on the discovery of overpayment or improper use of funds by the Contractor. Overpayment or improper use of funds is interpreted to apply to specific terms of prior year contracts, and includes without limitation requirements of the Generally Accepted Accounting Principles (GAAP) issued by the American Institute of Certified Public Accountants, and applicable sections of the Colorado Revised Statutes.
- H.** At no time shall CDEC have the expectation that services be delivered without reimbursement.
- I.** All services shall be billed to the appropriate funding sources, including Medicaid. If a hard denial is received, CDEC shall be the payer of last resort.
- J.** The State shall review monthly invoices throughout the fiscal year. If, after a number of months, the State determines the Contractor is not needing/using the funding allocated for the Contractor's work in the Contract, the State shall remove these funds from the contract budget by Option Letter for a proportional reduction of services with prior written notification to the Contractor. This provision does not allow for a reduction in the rate of pay.

5. PARTICIPATION

The Contractor representative(s) is required to participate in any Department of Early Childhood sponsored meetings related to this contract.

6. SUPPLANTING

Payments made to the Contractor under this contract shall supplement and not supplant other state, local or federal expenditures for services associated with this contract.

7. BUDGET CHANGES

Contractor may request in writing adjustments to the direct costs in the current year budget (**EXHIBIT B**) not to exceed 10% of the total budget. Requests shall be made in the form of a written budget revision request to the appropriate program staff. Written approval for the budget revision shall be required prior to any changes to the budget related to the budget revision request. The total dollar amount of the contract budget cannot be changed as a result of the budget revision request. Budget adjustment requests over 10%, adding new expense lines, and/or changes to the total dollar amount of the budget require a formal amendment. No adjustments to the Indirect Costs portion of the budget are allowable without a formal amendment.

Contractor may request in writing up to a 5% increase to the "Gross or Annual Salary" of an individual employee if a position currently listed in the contract becomes vacant and the new incoming employee shall be hired at a higher or lower salary. No increase within the salary range is authorized without prior written approval from CDEC. Adding additional staff requires an amendment to the contract. Vacancy savings cannot



COLORADO
Department of Early Childhood

Exhibit C – Amendment #1

be used to change salary amounts for existing personnel without an amendment. Any change to personnel requires prior written approval from CDEC staff. This process shall never change the Contract Maximum Amount. Contractor must use available unused funds from either vacancy savings or another category within the contract. The revision request may not at any time compromise the integrity of the funded program as determined by CDEC program staff.

8. TRAVEL

Travel costs must be listed in Exhibit B – Budget under travel including airfare, hotel, mileage and per diem costs.

- A. Mileage shall not exceed the Federal mileage rate per <https://www.gsa.gov/travel-resources>.
- B. Per Diem shall not exceed Federal GSA per diem rates for the area of travel per <https://www.gsa.gov/travel-resources>.
- C. Hotel rates cannot exceed any rate established for conference attendance.
- D. Usage of airfare or Out of State Travel requires pre-approval from CDEC.

9. CRITICAL INCIDENT REPORTING

Within 48 hours of the occurrence of a critical incident involving any child or family and/or an on duty agency staff member of any family support program staff funded through the Department of Early Childhood (CDEC), the agency must report in writing the details of the critical incident to the CDEC Program Manager for the involved family support program. Critical incidents may include, but are not limited to, awareness of an egregious incident of abuse and/or neglect, near fatality, or fatality of any child currently enrolled in a family support program; involuntary termination of a program staff's employment; criminal allegations involving program staff and related to his/her employment; negative media attention about the family support program; any major injury or threat to the security of an agency staff member while on duty and visiting an enrolled child or family.

10. MANDATED REPORTING

- A. All program staff are required by law to report suspected child abuse and neglect. Mandatory reporters must report suspected child abuse and neglect to the local county child welfare agency, the local law enforcement agency, or by calling the child abuse reporting hotline system at 1-844-CO-4KIDS (1-844-264-5437).
- B. All program staff are required to take the online mandatory reporter training on the Colorado Department of Human Services (CDHS) Child Welfare Training System: <https://www.coloradocwts.com/mandated-reporter-training>.



11. EARLY INTERVENTION DIRECT SERVICES GENERAL ACCOUNTING ENCUMBRANCE (GAE)

Payment for Early Intervention Direct Services to all contractors shall be made as incurred, in whole or in part, from the total available funds to be utilized for Direct Services that includes:

- Assistive Technology services;
- Audiology Services;
- Developmental Intervention Services;
- Health Services;
- Medical Services;
- Nursing Services;
- Nutrition Services;
- Occupational Therapy Services;
- Physical Therapy Services;
- Psychological Services;
- Service Coordination;
- Sign Language and Cued Language Services;
- Social Emotional Services;
- Speech Language Pathology Services;
- Transportation Services;
- Vision Services;
- Evaluations;
- Co-pays;
- No-shows;
- Provider travel;
- Interpreter Services;
- IFSP meetings;
- Salaries and benefits for Direct Services
- Salaries and benefits for Service Coordination;
- Teaming;
- Assessments;
- Telehealth

These funds support early intervention services to eligible infants, toddlers, and their families which are provided in accordance with Section 27-10.5-701, C.R.S.; federal regulations, 34 C.F.R., Part 303, Early Intervention Program for Infants and Toddlers with Disabilities; and Rules and Regulations 12 CCR 2509-10, Sections 7.900-7.994.

- A.** Please refer to Page 1 for the amount available under the GAE for the current fiscal year.
- B.** Payment to Contractor is made from available funds encumbered and shared across multiple contractors. The State may increase or decrease the total funds encumbered at its sole discretion and without formal notice to Contractor. No minimum payment is guaranteed to Contractor. The liability of the State for such payments is limited to the encumbered amount remaining of such funds.
- C.** In order to receive reimbursement for any Direct Services, Contractor shall submit a request for anticipated expenses into the data system for pre-approval. The request shall be made and approval received 30 days prior to the delivery of services.
- D.** Contractor shall not bill costs related to the Contract Budget (**Exhibit B**) to the GAE.
- E.** Invoices shall be submitted separately for pre-approved Early Intervention Direct Services expenditures.
 - i. The Contractor shall submit requests for payment to [OnBase Invoice Submission Process](#).



12. INSURANCE

A. CYBER/NETWORK SECURITY AND PRIVACY LIABILITY (ADDED TO VERSION 07.2022 PAGE 16 SECTION 10(M))

Notwithstanding any language to the contrary contained within this Agreement, Liability insurance covering civil, regulatory, and statutory damages, contractual damages, data breach management exposure, and any loss of income or extra expense as a result of actual or alleged breach, violation, or infringement of right to privacy, consumer data protection law, confidentiality, or other legal protection for personal information, as well as State Confidential Information with minimum limits as follows:

- i. \$1,000,000 each occurrence; and
- ii. \$2,000,000 general aggregate.
- iii. Notwithstanding sections (i) and (ii) above, if Contractor has State Confidential Information for 10 or fewer individuals or revenues of \$250,000 or less, Contractor shall maintain limits of not less than \$50,000.
- iv. Notwithstanding sections (i) and (ii) above, if Contractor has State Confidential Information for 25 or fewer individuals or revenues of \$500,000 or less, Contractor shall maintain limits of not less than \$100,000.

B. AUTOMOBILE LIABILITY (SHALL BE ADDED TO SECTION 10.C. OF THE ORIGINAL CONTRACT)

- i. Early Intervention Subcontractors Automobile liability insurance covering any auto (including owned, hired and non-owned autos) that are not transporting employees or clients on behalf of the State, shall have a minimum limit of at least \$250,000/\$500,000 each accident combined single limit.

C. PROTECTED INFORMATION (REPLACES SECTION 10.D. OF THE ORIGINAL CONTRACT)

Notwithstanding any language to the contrary contained within this Agreement, Liability insurance covering civil, regulatory, and statutory damages, contractual damages, data breach management exposure, and any loss of income or extra expense as a result of actual or alleged breach, violation, or infringement of right to privacy, consumer data protection law, confidentiality, or other legal protection for personal information, as well as State Confidential Information with minimum limits as follows:

- i. \$1,000,000 each occurrence; and
- ii. \$2,000,000 general aggregate.
- iii. Notwithstanding sections (i) and (ii) above, if Contractor has State Confidential Information for 10 or fewer individuals or revenues of \$250,000 or less, Contractor shall maintain limits of not less than \$50,000.
- iv. Notwithstanding sections (i) and (ii) above, if Contractor has State Confidential Information for 25 or fewer individuals or revenues of \$500,000 or less, Contractor shall maintain limits of not less than \$100,000.

13. GIFT CARDS

- A. To comply with federal guidelines, purchasing gift cards with funds from CDEC contract funds is not allowed. Please see citations [45CFR75.406](#) and [45CFR75.302.A](#) for more information.

14. EMPLOYMENT ELIGIBILITY VERIFICATION

Contractor/Grantee shall comply with the Federal Acquisition Regulation (FAR) regarding Employment Eligibility Verification located at <https://www.acquisition.gov/far/subpart-22.18> for all contracts/agreements funded using federal funds.