

PURCHASE OF SERVICE AGREEMENT

THIS AGREEMENT ("Agreement") is made this 14th day of October 2014, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and Collaborative Services for Change, PC, located at 2480 West 26th Avenue, Suite 130-B, Denver, CO 80211, hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

1.1. The Contractor will provide mental health treatment and victimization/trauma recovery services, sexual offense specific services for juveniles and their families, and specialty services for special needs and developmentally disabled youth for clients who have a combination of needs referred by the Human Services Department, Division of Children and Family. The Contractor's Proposal is attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.

1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. **RESPONSIBILITIES OF THE COUNTY:** The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

3.1. Term of Agreement: The Term of this Agreement shall be from September 1, 2014 through June 30, 2015.

3.2. Extension Option: The County, at its sole option, may offer to extend this Agreement as necessary for up to two, one year extensions providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such extensions must be mutually agreed upon in writing by the County and the Contractor.

4. **PAYMENT AND FEE SCHEDULE:** The County shall pay the Contractor for services furnished under this Agreement, and the Contractor shall accept as full payment for those services, the sum of fifteen thousand dollars (\$15,000).

4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.

5. **INDEPENDENT CONTRACTOR:** In providing services under this Agreement, the Contractor acts as an independent contractor and not as an employee of the County. The Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

6. **NONDISCRIMINATION:**

6.1. **The Contractor shall not discriminate against any employee or qualified applicant for employment because of age, race, color, religion, marital status, disability, sex, or national origin. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices provided by the local public agency setting forth the provisions of this nondiscrimination clause. Adams County is an equal opportunity employer.**

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. **INDEMNIFICATION:** The Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees for, from, and against any and all claims, suits, expenses, damages, or other liabilities, including reasonable attorney fees and court costs, arising out of damage or injury to persons, entities, or property, caused or sustained by any person(s) as a result of the Contractor's performance or failure to perform pursuant to the terms of this Agreement or as a result of any subcontractors' performance or failure to perform pursuant to the terms of this Agreement.

8. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:

8.1. **Commercial General Liability Insurance:** to include products liability, completed operations, contractual, broad form property damage and personal injury.

8.1.1. Each Occurrence: \$1,000,000
8.1.2. General Aggregate: \$2,000,000

- 8.2. Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.
- 8.2.1. Bodily Injury/Property Damage: \$1,000,000 (each accident)
 - 8.2.2. Personal Injury Protection: Per Colorado Statutes
- 8.3. Workers' Compensation Insurance: Per Colorado Statutes
- 8.4. Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.
- 8.4.1. Each Occurrence: \$1,000,000
 - 8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.
- 8.5. Adams County as "Additional Insured": The Contractor's commercial general liability, comprehensive automobile liability, and professional liability insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:
- 8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.
 - 8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.
 - 8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.
- 8.6. Licensed Insurers: All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.
- 8.7. Endorsement: Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.
- 8.8. Proof of Insurance: At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. TERMINATION:

- 9.1. For Cause: If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.
- 9.2. For Convenience: The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

10. MUTUAL UNDERSTANDINGS:

- 10.1. Jurisdiction and Venue: The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.
- 10.2. Compliance with Laws: During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, et seq., C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, et seq., C.R.S. (Abuse of Public Office), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- 10.3. OSHA: The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- 10.4. Record Retention: The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.
- 10.5. Assign Ability: Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.
- 10.6. Waiver: Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require

strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.

- 10.7. Force Majeure: Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.
- 10.8. Notice: Any notices given under this Agreement are deemed to have been received and to be effective: 1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested; 2) Immediately upon hand delivery; or 3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Adams County Human Services Department
Contact: DeeDee Green
Address: 7401 North Broadway
City, State, Zip: Denver, Colorado 80221
Phone: 303-412-8121
E-mail: dgreeb@adcoov.org

Department: Adams County Purchasing
Contact: Liz Estrada
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.5062
E-mail: lestrada@adcogov.org

Department: Adams County Attorney's Office
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.6116

Contractor: Collaborative Services for Change, PC
Contact: Jeff Kisicki, LCSW
Address: 2480 West 26th Avenue, Suite 130-B
City, State, Zip: Denver, CO 80211
Phone: 303.433.0188
E-mail:

- 10.9. Integration of Understanding: This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.
- 10.10. Severability: If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.
- 10.11. Authorization: Each party represents and warrants that it has the power and ability to

enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.

11. CHANGE ORDERS OR EXTENSIONS:

- 11.1. Change Orders: The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Invitation to Bid, or, if no provision exists, pursuant to the terms of the Change Order.
- 11.2. Extensions: The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

12. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

- 12.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.
- 12.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 12.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 12.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.
- 12.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- 12.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that

the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

- 12.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- 12.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

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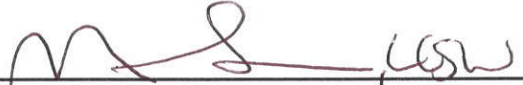
IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Human Services Department


Chris Kline, Director

10-14-14
Date

Collaborative Services for Change, PC

 , LSW
Signature

10-2-14
Date

Marci Brewer, LSW
Printed Name

Co-owner and Clinical Director
Title

Attest:

Karen Long, Clerk and Recorder

Deputy Clerk

Approved as to Form: 
Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

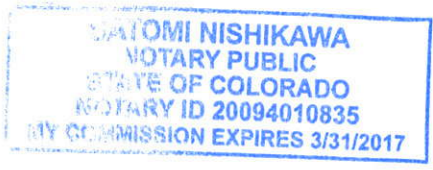
COUNTY OF Denver)

STATE OF Colorado)SS.

Signed and sworn to before me this 3rd day of October, 2014,

by Marci Brewer,


Notary Public



My commission expires on: 3-31-2017

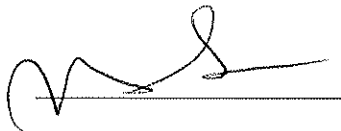
LAWFUL PRESENCE AFFIDAVIT

I, Marci Brewer, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):

- I am a United States Citizen, or
- I am a legal Permanent Resident of the United States, or
- I am otherwise lawfully present in the United States pursuant to Federal law

(note: additional verification will be required through the "SAVE" program*).

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.



Signature

10-2-14

Date

COUNTY USE ONLY

Identification Produced (check one):

- Colorado Drivers License
- Colorado Identification Card
- United States Military Card
- United States Military Dependent's Card
- United States Coast Guard Merchant Mariner Card
- Native American Tribal Document

*Verification to be completed through the "SAVE" program.

Identification produced to: _____, of Adams County. _____

Name of county employee

Initials



2480 West 26th Avenue, Suite 130-B • Denver, CO 80211 • Phone: 303-433-0188 • Fax: 303-433-6145

2014-2015 FISCAL YEAR **DESCRIPTION OF SERVICES AND FEE SCHEDULE**

MENTAL HEALTH TREATMENT AND VICTIMIZATION/TRAUMA RECOVERY

<u>CHIRP FUNDED MEDICAID SERVICES</u>	Cost varies with service approval
<u>INDIVIDUAL THERAPY</u> ---50 minute individual psychotherapy sessions	Cost: \$100
<u>FAMILY THERAPY</u> ---50 minute family therapy sessions	Cost: \$100
<u>GROUP THERAPY</u>	Cost: \$ 70
<u>EMDR: EYE MOVEMENT DESENSITIZATION AND REPROCESSING THERAPY:</u> 90 minute sessions	Cost: \$120
<u>FIELD THERAPY IN THE COMMUNITY</u> —sessions may be conducted in-home, in-school, or in the community as deemed appropriate per case, on a weekly to bi-monthly basis. minute on-site sessions	Cost: \$120 per 50
<u>COUPLES COUNSELING:</u> 50 minute session	Cost: \$100
<u>MULTIDISCIPLINARY TEAM MEETINGS OR STAFFINGS</u> minute meetings	Cost: \$85 per 50
<u>CASE MANAGEMENT</u> monthly on an as needed basis	Cost: \$85, billed

SEXUAL OFFENSE SPECIFIC SERVICES FOR JUVENILES AND THEIR FAMILIES CONDUCTED BY SEX OFFENDER MANAGEMENT BOARD (SOMB) APPROVED FULL OPERATING TREATMENT PROVIDERS AND EVALUATORS

<u>OFFENSE SPECIFIC EVALUATIONS</u>	Cost: \$1150-1350
<u>INDIVIDUAL THERAPY</u> ---50 minute individual psychotherapy sessions	Cost: \$100
<u>FAMILY THERAPY</u> ---50 minute family therapy sessions	Cost: \$100
<u>GROUP THERAPY</u>	Cost: \$70
<u>HEALTHY SEXUALITY CURRICULUM/BOUNDARIES CURRICULUM</u>	Cost: \$100 per hour
<u>CASE MANAGEMENT</u> monthly on an as needed basis	Cost: \$85, billed
<u>MULTIDISCIPLINARY TEAM MEETINGS OR STAFFINGS</u> minute meetings	Cost: \$85 per 50
<u>COURT TESTIMONY</u>	As negotiated

SPECIALTY SERVICES FOR SPECIAL NEEDS AND DEVELOPMENTALLY DISABLED YOUTH, AND THOSE WITH DUAL DIAGNOSES

<u>CHIRP FUNDED MEDICAID SERVICES</u>	Cost varies with service approval
<u>BEHAVIORAL ASSESSMENTS</u>	Cost: \$800
<u>INDIVIDUAL THERAPY</u> ---50 minute individual psychotherapy sessions	Cost: \$100
<u>FAMILY THERAPY</u> ---50 minute family therapy sessions	Cost: \$100
<u>GROUP THERAPY</u>	Cost: \$ 70
<u>EMDR: EYE MOVEMENT DESENSITIZATION AND REPROCESSING THERAPY:</u>	
90 minute sessions	Cost: \$120
<u>FIELD THERAPY IN THE COMMUNITY</u> ---sessions may be conducted in-home, in-school, or in the community as deemed appropriate per case, on a weekly to bi-monthly basis.	Cost: \$120 per 50 minute on-site sessions
<u>COUPLES COUNSELING:</u> 50 minute session	Cost: \$100
<u>MULTIDISCIPLINARY TEAM MEETINGS OR STAFFINGS</u> minute meetings	Cost: \$85 per 50
<u>CASE MANAGEMENT</u> monthly on an as needed basis	Cost: \$85, billed

ECONOMIC OFFENDER TREATMENT SERVICES

<u>INDIVIDUAL THERAPY</u> ---50 minute individual psychotherapy sessions	Cost: \$100
<u>GROUP THERAPY</u>	Cost: \$ 50

FOSTER PARENT CONSULTATION AND TRAINING:

ALL TRAININGS MAY BE CONDUCTED ON AN INDIVIDUALIZED OR GROUP BASIS, PROVIDED IN-OFFICE OR ON-SITE AS NEEDED.

INFORMED SUPERVISION AND THERAPEUTIC CARE: Cost: \$100/hour, for a personalized 3 hour training, scheduled in one block appointment,
OR via an on-site class format with power point presentation for arranged groups/agencies, cost varies

"TRAIN THE TRAINER" FOR INFORMED SUPERVISION: A training opportunity for professionals only who are interested in gaining the skills and curriculum necessary to teach their own Informed Supervision Classes. This is an intensive training based upon the Colorado Sex Offender Management Board Juvenile Standards for Informed Supervision as well as addressing fundamental clinical concepts related to the assessment, treatment and supervision of juveniles who have committed sexual offenses. Cost varies.

DEVELOPING INDIVIDUALIZED THERAPEUTIC INTERVENTIONS FOR SEXUALLY ABUSIVE YOUTH AND NON-CONVICTED ADULTS WHO HAVE DEVELOPMENTAL DISABILITIES AND/OR SPECIAL NEEDS: A training for professionals only, addressing the unique challenges and therapeutic approaches necessary for successful treatment of sexually abusive behaviors and boundary violations for those with the developmental disabilities or special needs. Cost varies.

LIFE SKILLS

INDIVIDUAL AND/OR FAMILY SERVICES: conducted in-home or in-office designed to teach "hands on" living skills, anger management, family relationships, accessing community resources and improving daily functioning. Cost varies



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COLLABORATIVE SERVICES FOR CHANGE, PC FINANCIAL POLICY

(3-2014)

1. Unless otherwise agreed upon, payment for services will be expected at the time of service.
2. Monthly billing is an option upon request or contract, with invoices sent at the first of each month. Payment cannot exceed a one-month balance, and should be paid in a timely fashion.
3. If your account has a prior balance, any payment made will be applied to the older balance first.
4. If necessary, your account will be forwarded to an outside collection agency for failure to pay. The collection agency may report delinquency of payment to the credit bureau as may be applicable.
5. Collaborative Services for Change, PC reserves the right to bill for all no-shows or cancellations that are not within a 24-hour notice.
6. We no longer accept insurance, however, we can provide an itemized receipt of services and payment received for you to submit to insurance for reimbursement as your policy may allow for.
7. There is a \$50 fee for all returned checks, and payment thereafter may need to be cash only.
8. It is understood that our rates, unless otherwise agreed upon or contracted for, are as follows:

Individual Therapy	(50 min)	\$100
Family Therapy	(50 min)	\$100
Group Therapy	(90 min)	\$70
EMDR Session	(90 min)	\$120
Staffing	(50 min)	\$85
Case management		\$85
Specialty Services for the Disabled		as negotiated
Offense-specific Evaluation		\$1150 - 1350
Behavioral Assessment		\$800
Informed Supervision Training		as negotiated or hourly rate of \$100
Sliding Scale Fee		as negotiated

Responsible Party: _____

Signature(s): _____

Date: _____

We sincerely appreciate your business and cooperation with payment options.

Collaborative Services for Change, PC
Jeff Kisicki, LCSW and Marci Brewer, LCSW