

AMENDMENT NO. 1 TO CONTRACT

THIS AMENDMENT is made and entered into effective this 1st day of April, 2019 (“Effective Date”), by and between the CITY OF TACOMA, a municipal corporation of the State of Washington (hereinafter called the “CITY”) and Tacoma Public Schools, (hereinafter called the “CONTRACTOR”).

WHEREAS, effective January 1, 2019, CITY and CONTRACTOR entered into a Contract (“Contract”) for recruitment and training of school-based mental health intervention teams (Exhibit A-1) and coaching to all Tacoma Public School staff on restorative justice (Exhibit A-2), and

WHEREAS the CITY and CONTRACTOR desire to amend the Contract in order to increase the compensation allowed under the Contract and add Tacoma Whole Child Advanced Tier Intervention Program Scope of Work (Exhibit A-3), and

NOW, THEREFORE, in consideration of the mutual promises and obligations hereinafter set forth, the parties agree as follows:

1. The sum authorized for services under the Contract is hereby increased by \$291,833.76 from \$617,836.00 to \$909,669.76.
2. Add a new Scope of Work detailing services for universal screenings and mental health interventions to students in 24 elementary school and two middle/intermediate schools in the Tacoma School District, attached as Exhibit A-3 to this Amendment, and incorporated herein.
3. All other terms of the Contract, together with all exhibits, are hereby ratified and shall remain in full force and effect, unaltered by this Amendment.

Should this Amendment be executed after the Effective Date noted above, all terms and conditions herein shall operate retroactively to Effective Date.

IN WITNESS WHEREOF, the Parties hereto have accepted and executed this Amendment, as of the Effective Date stated above, which shall be Effective Date for bonding purposes as applicable. The undersigned Contractor representative, by signature below, represents and warrants they are duly authorized to execute this legally binding Amendment for and on behalf of Contractor.

CITY OF TACOMA:

CONTRACTOR:

By:

By:

(City of Tacoma use only)

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

Approved By: _____

EXHIBIT A-3

SCOPE OF WORK 2019-2020 MHSUD

Tacoma Public Schools Tacoma Whole Child Initiative (TWCI)

The purpose of the **Tacoma Whole Child Advanced Tier Intervention program** is to conduct school-based mental health intervention in the Tacoma Public School District as an integral part of a developing district-wide multi-tiered system of social, emotional and behavioral supports. Tacoma Whole Child Initiative (TWCI) is led by the District Superintendent and the University of Washington Tacoma (UWT) Chancellor with a team of top staff from both institutions planning and overseeing the effort.

The following services are provided:

- Universal screenings and mental health interventions to students in 24 elementary schools and two middle/intermediate schools in the Tacoma School District

Location of service delivery: Tacoma Public Schools:
Arlington Elementary, Downing Elementary,
Larchmont Elementary, Lister Elementary,
Truman Middle, Manitou Park Elementary,
Fawcett Elementary, Birney Elementary
Boze Elementary, Crescent Heights Elementary,
Skyline Elementary, Blix Elementary,
Franklin Elementary, Browns Point Elementary,
Geiger Montessori Elementary, Northeast Tacoma
Elementary, Roosevelt Elementary,
McCarver Elementary, Sheridan Elementary,
Jefferson Elementary, Sherman Elementary,
Wainwright Intermediate, Jennie Reed Elementary,
Lyon Elementary, Washington Elementary,
Mann Elementary

Dates of service: April 1, 2019 – December 31, 2020

Time of service: Monday – Friday: 8:00 a.m. – 4:00 p.m.

Target group:

- (1) City of Tacoma residents only with this funding
- (2) Students of Tacoma School District
- (3) Youth demonstrating emotional, behavioral, and or mental health issues

Program Outputs

Annual Output Goals	2019	2020
Total unduplicated number of Tacoma residents served	350	350
Total unduplicated number of residents (youth) served regardless of residence	375	375
Service-related outputs (Reported based on a duplicated count of actual services provided each month)		
Number of assessments completed (Universal youth screenings)	10,000	10,000
Number of youth routed to intervention services (Youth screened and referred to advanced tier interventions to match their individual needs such as Social Skills Group Intervention (S.S. Grin) or Check In or Check Out (CICO))	325	325

Common Measures

Common Measures	2019	2020
Mental Health and Substance Use Disorder Treatment	Track	Track
Definition: Prevention and early intervention for youth, adults, and families struggling with mental health and or substance use disorders.		
Tool: Survey, Data Tracking System (will build tracking into our student information system)		

Data Reporting

Contractor agrees to submit the following data into the City’s database(s), or via the City’s provided form(s), per the following schedule:

Monthly Activity Report	Monthly
Client Demographic Data	Monthly
Common Measures	Quarterly

All data must be submitted by the 15th of the month for the previous month (or quarter) of service.

MOU/Agency Agreement: University of Washington Tacoma

Provider shall submit a copy of their agreement with University of Washington prior to April 1, 2019.

Equity, Diversity, and Inclusion (EDI)

The City will work with funded partners to assess, operationalize, and institutionalize equity, diversity, and inclusionary practices across all City-funded services.

To participate in equity-driven work, the CONTRACTOR will select ONE of the following options:

(1) The Equity, Diversity, and Inclusion Pilot Project (EDIP) wherein the CONTRACTOR will join a learning community and share Equity, Diversity, and Inclusion (EDI) practices;
OR

(2) Report on organizational steps to formalize EDI after an assessment and formalized plan are developed related to equity within the CONTRACTOR'S funded agency;
OR

(3) Develop a plan for capacity-building to begin addressing EDI-related issues within the CONTRACTOR'S funded agency.

Payment Points

Contract compensation will be divided into the following payment points:

- Sixty-five percent (65%) of the budget will be distributed equally over the course of the contract period.
- Five percent (5%) of the budget will be allocated to common measures quarterly reporting. Payment points may be claimed after each quarterly report has been submitted.
- The remaining thirty percent (30%) of the budget will be allocated to payment points associated with clients served and service-related output goals. Payment points may be claimed upon completion of each milestone:
 - 30% of ALL outputs met (clients served and service-related)
 - 60% of ALL outputs met (clients served and service-related)
 - 90% of ALL outputs met (clients served and service-related)

Billing Submission

Billings must be submitted via the SAP Ariba system by the 15th of the month for the previous month of service. If a billing is incomplete or includes inaccurate information, programs will be expected to submit a revised billing within one week of receiving notice of error(s).

Budget (Expenses charged to this contract)

Projected Budget	2019	2020	Total Biennium
Personnel			
0.10 FTE Professional Tech Expert for data entry and to buildout online supports including data tracking system incorporated into the TPS student information system	\$8,800	\$8,800	\$17,600
Non-Personnel			
Other Expenses – Contracted Services (University of Washington Tacoma – oversees snapshot administration, advanced tier coaching and data consulting with snapshot results)	\$91,493.12	\$91,493.12	\$182,986.24
Consumable Supplies (curriculum, professional development materials and student workbooks)	\$2,066.88	\$2,066.88	\$4,133.76
Staff data training and data submission. To ensure accurate reporting of interventions staff will come together to learn data tracking and input their student data (65 staff x 2 hours x \$45/hr x 4 times per year)	\$23,400	\$23,400	\$46,800
General Operating	\$20,156.88	\$20,156.88	\$40,313.76
Total	\$145,916.88	\$145,916.88	\$291,833.76

Professional Tech Expert Duties:

- Professional Tech (PT) will enter data monthly into the City of Tacoma’s reporting database, eImpact. PT will also build online tracking into the TPS student information system (ESchoolsPlus). PT will work with counselors to train and support their adoption and use of new tracking system.