

NON-PROCUREMENT DOCUMENTS ONLY

ROUTING COVER SHEET

Document Details	
Document Type	Revenue Contract
Parties	
County Contact Information	
Boulder County Legal Entity	Boulder County
Department	Sheriff
Division/Program	Jail
Mailing Address	3200 Airport Rd, Boulder CO 80301
Contract Contact	Tim Oliviera; toliviera@bouldercounty.gov
Invoice Contact	sheriffinvoices@bouldercounty.gov
Other Party Contact Information	
Name	City of Boulder
Mailing Address	1777 Broadway, Boulder CO 80306
Contact 1- <i>Name, title</i>	Nick Haupt
Contact 1- <i>email</i>	hauptn@bouldercolorado.gov
Contact 2	
Term	
Start Date	5/1/2024
Expiration Date	10/31/2024
Brief Description of Work/Services Provided	
Sheriff's Office shall supply a Crew Boss and Work Crew to the City	
Revenue Contract/Lease Details	
Amount	\$33,173
Fixed Price or Not-to-Exceed?	Not-/to-Exceed
Grant Details	
Award # (if any)	
Signature Deadline	

NON-PROCUREMENT DOCUMENTS ONLY

Project/Program Name	
Project/Program Start Date	
Project/Program End Date	
Capital or Operating?	
Grant Funding	
Amount: Federal Funds	
Amount: State Funds	
Amount: Other (specify)	
Amount: Match (dollars)	
Amount: Match (in-kind)	
Total Project Budget	
Account String	
Federally Funded Grants	
Federal Program Name	
CFDA #	
Subrecipients	
Name(s)	
Services to be Provided	
Subaward Amount	
Subcontractors	
Name(s)	
Services to be Provided	
Subcontract Amount	
FileNet Contract Details - Details should precisely match search variables in File Net (Only required where Original Agreement is stored in File Net)	
Other Party Name	
Start Date	
End Date	
Amount	

NON-PROCUREMENT DOCUMENTS ONLY

Notes

Additional information not included above

DocuSign Approvals (Initials):

_____ **Paralegal** (if required)

VR _____ **County Attorney** (if required)

_____ **Risk Management** (if required)

_____ **Finance** (if required)

CW _____ **EO/DH** (if required)



STANDARD

Contract Routing Cover Sheet

Please print and attach to your document

You can view the status of your contract using the [Contract Tracking Status Page](#).

Routing Number	20240131-1605		
Originating Dept	Parks & Recreation		
Contact Person	Rosa Kougl/Exec Assistant	Phone Number	3034137223
Project Manager / Contract Administrator	Nick Haupt	E-mail	hauptn@bouldercolorado.gov
Counter Parties	City of Boulder Crew Boss		
Contract Title / Type	Cooperative agreement for the provision of services		
Number			
Description	Sheriff's Office supplying a Crew Boss and Work Crew to the City for a period of eleven weeks beginning in May 2024 and continuing through October 2024. The City signs first		
Special Instructions			
Amount	Varies	Expense Type	OUTGOING

• Dept. Head Signature 

NOTE; Originating Department: Identify with a check mark all areas document needs to be routed.

- Purchasing _____
- Budget _____
- Sales Tax _____
- ✓ CAO AF _____
- ✓ City Manager _____
- Central Records _____

PARKS & REC WILL GET THE FULLY EXECUTED VERSION TO CENTRAL RECORDS TO SCAN INTO LASERFICHE.

INTERAGENCY COOPERATIVE AGREEMENT

This INTERAGENCY COOPERATIVE AGREEMENT is between the Boulder County Board of County Commissioners, a body corporate and politic, for the benefit of the Boulder County Sheriff's Office, and the City of Boulder, Colorado, a home rule municipality ("City"). The City and the Boulder County Board of Commissioners, and the Boulder County Sheriff's Office may hereinafter be referred to individually as a "Party" or collectively as the "Parties."

Whereas, C.R.S. § 29-1-203 permits governments to enter into cooperative agreements for the provision of services; and

Whereas, the City requires the assistance of the Boulder County Sheriff's Office to provide jail inmate Work Crews and for cleaning and maintenance of City properties; and

Whereas, Work Crews need to be supervised by Sheriff's Office Crew Bosses; and

Whereas, the City's needs for work crews exceed the County's available resources; and

Whereas, the addition of another County Crew Boss to oversee additional Work Crews would meet the City's needs to provide cleaning and maintenance of City properties; and

Whereas, the interests of the public are best served by the City funding a dedicated Crew Boss to oversee Work Crews on City cleaning and maintenance projects;

Now, therefore, the County of Boulder through its Sheriff's Office and the City hereby agree as follows:

1. The Sheriff's Office shall supply a Crew Boss and Work Crew to the City for a period of eleven (11) weeks, beginning on May 1, 2024 and continuing through October 31, 2024 ("Term").
2. The Sheriff's Office shall supply the Crew Boss and Work Crew during the Term, upon request and based on the availability of community worker and or work crew inmates for eleven (11) weeks, at a rate of \$1,442.31 per week, not to exceed \$33,173.00 in total for the Term.
3. The Crew Boss and Work Crew shall work a minimum of four (4) ten (10) hour days per week, May 1, 2024 through October 31, 2024, except holidays that fall in the Monday-Friday work week, and which may include weekends. Actual on-site work may be less than ten (10) hours per day.
4. The Crew Boss shall be an employee of Boulder County, and shall be treated as such for federal, state tax and unemployment or workers' compensation purposes, for supervision, and for all other employment purposes. The Crew Boss shall be

the principal person responsible for supervising the Work Crew; the City shall not be responsible for preventing escape or any harm caused by the Work Crew.

5. The Sheriff's Office shall provide the Work Crew with all basic tools including Personal Protection Equipment (PPE) necessary for all cleaning or maintenance projects. The City shall specify to the Crew Boss the work to be done. Should a specific project require specialized tools or PPE, the City shall provide those tools to the Work Crew.
6. The Parties anticipate that the Work Crews under this agreement will work on projects involving the City's Parks and Recreation.
7. The Sheriff's Office shall be responsible for supplying a vehicle and trailer for use by the Crew Boss. When necessary, a portable toilet will be transported by the Sheriff's Office to the work site.
8. The City shall be responsible for site safety while the Work Crew is on the project site and will follow its adopted safety procedures. The City shall provide training to any participating inmates and the Crew Boss so that they are proficient in the City's safety procedures at work sites. If, for any reason, the Crew Boss or Work Crew determine the project site is unsafe or the work to be performed presents risks, the Crew Boss or Work Crew may refuse to perform the work unless and until suitable alternative arrangements or safety precautions may be implemented.
9. In the event crews must be cancelled due to unforeseen circumstances, the Sheriff's Office agrees to schedule make-up dates based on the availability of staff and inmate crews.
10. If make-up dates are not possible, the Sheriff's Office agrees to refund the City for the number of days cancelled.
11. An invoice shall be submitted to by the County to the City in October 2024 for the work completed through the Term stated in his Agreement, and The City shall pay the County the full amount due within thirty (30) days upon receipt of the invoice for all work completed.
12. No later than ninety (90) days from the expiration of this Agreement, the Parties shall express their intent to renew this Agreement. Any amendments or modifications to this Agreement shall require the written consent of both Parties.
13. Nothing in this Agreement shall be construed in any way to be a waiver of either Party's immunity protection under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended. Enforcement of the terms and conditions and all rights and obligations of this Agreement are reserved to the Parties and the

Boulder County Sheriff. Any other person receiving services or benefits under this Agreement is an incidental beneficiary only and has no rights under this Agreement.

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the latter day and year indicated below.

SIGNED for and on behalf of Boulder County		SIGNED for and on behalf of the City of Boulder	
Signature:		Signature: 	
Name:		Name: Nuria Vandermyde-Rivera	
Title:		Title: City Manager	
Date:		Date: 04/08/2024	
Signature:		ATTEST: 	
Name: Ashley Stolzmann		Attestor Name: Elesha Johnson	
Title: Chair, Board of County Commissioners		Title: City Clerk	
Date:		APPROVED AS TO FORM: City Attorney's Office	
↓↓For Board-signed documents only↓↓		Signature: 	
Attest:		Date: 4/5/2024	
Attestor Name: Matthew Ramos	Initials		
Attestor Title: Clerk to the Board			

Approved as to Form:

Kate Haywood with city signature

Boulder County Attorney's Office

Certificate Of Completion

Envelope Id: 376A833FF3314E73A247C5059B83E316	Status: Sent
Subject: 2024 City of Boulder Crew Boss agreement with BCSO-Jail	
Type of Document: BOCC Signed Contract	
Department/Office: Sheriffs Office	
Source Envelope:	
Document Pages: 7	Signatures: 0
Certificate Pages: 2	Initials: 2
AutoNav: Enabled	Envelope Originator: Pamela Thompson 2025 14th St Boulder, CO 80302 pthompson@bouldercounty.org IP Address: 97.107.70.37
Enveloped Stamping: Enabled	
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	

Record Tracking

Status: Original 4/12/2024 9:27:30 AM	Holder: Pamela Thompson pthompson@bouldercounty.org	Location: DocuSign
--	--	--------------------

Signer Events

Signer Events	Signature	Timestamp
Pamela Thompson pthompson@bouldercounty.org Paralegal Sheriff / Operations Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 97.107.70.37	Sent: 4/12/2024 9:46:00 AM Viewed: 4/12/2024 9:46:11 AM Signed: 4/12/2024 9:50:09 AM

Vladimir Ryazanov ca@bouldercounty.org Boulder County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 72.42.81.86	Sent: 4/12/2024 9:50:13 AM Viewed: 4/12/2024 10:35:48 AM Signed: 4/12/2024 10:36:32 AM
---	--	--

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carey Weinheimer cbweinheimer@bouldercounty.org Undersheriff Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 73.153.172.186 Signed using mobile	Sent: 4/12/2024 10:36:34 AM Viewed: 4/14/2024 7:41:42 PM Signed: 4/14/2024 7:42:33 PM
--	--	---

Pamela Thompson pthompson@bouldercounty.org Paralegal Sheriff / Operations Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		Sent: 4/14/2024 7:42:36 PM Viewed: 4/15/2024 8:47:46 AM
---	--	--

Signer Events	Signature	Timestamp
---------------	-----------	-----------

Matthew Ramos
38095@bouldercounty.org
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Ashley Stolzmann
37477@bouldercounty.org
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Matthew Ramos
38095@bouldercounty.org
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

tim oliveira
toliveira@bouldercounty.org
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Sheriff Accounting Group
sheriffaccounting@bouldercounty.org
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	4/12/2024 9:46:00 AM
---------------	------------------	----------------------

Payment Events	Status	Timestamps
----------------	--------	------------