

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **11 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 09/28/2023

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other:

2. Title: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a contract with Trailhead Institute for the total amount of \$675,827.52 and through 07-31-25 to support infrastructure and technology to enable online ordering, and home delivery of affordable healthy foods using SNAP and WIC for Denver residents, districts 2, 3, 4, 7, 8 and 9 (ENVHL-202369143).

3. Requesting Agency: DDPHE

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Laine Cidlowski	Name: Will Fenton
Email: laine.cidlowski@denvergov.org	Email: william.fenton@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

Trailhead Institute is the fiscal sponsor for Bondadosa. Bondadosa's KindBox benefits a multitude of stakeholders from low-income community members to regional and regenerative food producers, by ramping up its infrastructures to effectively source, store, fulfill, and deliver food directly to residents of priority neighborhoods in Metro Denver. After investing in the necessary equipment, technology, and staff; this financially self-sustaining model reimagines hunger relief for individuals and households who will now have the option to utilize their WIC and SNAP benefits through an easy-to-use, online ordering platform; connecting them with affordable and locally sourced food delivery while solidifying a food system better prepared to withstand future crises. Bondadosa has demonstrated service to all Priority neighborhoods listed in the RFP, including Elyria-Swansea, Globeville, NE Parkhill, East Colfax, West Colfax, Montbello, Sun Valley, Valverde, Westwood, Villa Park, Lincoln Park, Barnum, Athmar Park, College View South, and Goldsmith. Residents of these and all other Denver neighborhoods are encouraged to participate.

6. City Attorney assigned to this request (if applicable): Breena Meng | breena.meng@denvergov.org

7. City Council District: 2, 3, 4, 7, 8, 9

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): New Standard Expenditure Agreement

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Vendor/Contractor Name (including any dba's): Trailhead Institute

Contract control number (legacy and new): ENVHL-202369143

Location: Denver, CO

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): 08/01/2023 – 07/31/2025

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$675,827.52	\$0.00	\$675,827.52

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
08/01/2023	N/A	07/31/2025

Scope of work: A. The purpose of this contract is to establish an agreement and Scope of Services between the Denver’s Department of Public Health and Environment and Trailhead Institute. Trailhead Institute will serve as fiscal sponsor for Bondadosa LLC who shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health and Environment using best practices and other methods for fostering a sense of collaboration and communication.

The Grantee will be granted funds to provide the following services:

Serve as fiscal sponsor for Bondadosa LLC, who will then use funds to build and scale The KindBox for WIC and SNAP online ordering and home delivery. This includes equipment, technology and staff to source, store and deliver healthy and local food to residents of priority neighborhoods in Metro Denver while solidifying a food system better prepared to withstand future crises.

The following roles and/or partners will be instrumental in the success of this grant: Critical roles: Bondadosa LLC staff, including: Community Relations Liaison, Technology team, Supply Chain Management team, including Procurement Manager, and Operational staff including fulfillment specialists and delivery agents.

Other partners: County and State WIC offices, and multiple community-based organizations or health clinics as outreach and enrollment support.

Was this contractor selected by competitive process? Yes. Competitive RFP selection process was performed for the selection of the grantees (RFP #0000306090) **If not, why not?**

Has this contractor provided these services to the City before? Yes No

Source of funds: ARPA GR2234

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

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