

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **11:00 a.m. on Monday**. Contact the Mayor’s Legislative team with questions

**Date of Request:** 2/16/2023

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.)

Creates a new contract with The Salvation Army for a total of \$3,762,300 for a one year contract with an end date of 12/31/23 to provide intake assessment and time-limited housing-focused case management, housing navigation and daily meals to families in non-congregate emergency shelter (HOST-202366561)

**3. Requesting Agency:** Department of Housing Stability (HOST)

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Midori Higa	Name: Jack Wylie
Email: <a href="mailto:midori.higa@denvergov.org">midori.higa@denvergov.org</a>	Email: <a href="mailto:jack.wylie@denvergov.org">jack.wylie@denvergov.org</a>

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

This funding will be used to support housing-focused case management and housing navigation for guests staying in the City’s family non-congregate emergency shelter. Prior to this contract, formal housing-focused case management was not provided to families in contract motels. This new program will be comprised of four components: 1) access point and intake analysis, 2) short-term shelter, 3) long-term shelter, and 4) housing navigation.

The Salvation Army will create an access point and intake team for all families seeking shelter or housing services. Staff will assess needs and determine whether rapid resolution and diversion or non-congregate shelter is the appropriate option for the household based on eligibility criteria. There will be both in-person and virtual access, and weekend and evening hours will be available for households who may not be able to access during normal business hours.

In addition to intake analysis, this contract will provide housing-focused case management, including conflict resolution, support with maintaining or increasing income/benefits, case planning, conducting needs assessments, housing navigation, assistance with obtaining vital documents, and additional direct client support, such as transportation assistance. Housing navigation will be available to households in both the short- and long-term programs.

**6. City Attorney assigned to this request (if applicable):** Johna Varty

**7. City Council District:** Citywide

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

*To be completed by Mayor’s Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_

## Key Contract Terms

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

**Vendor/Contractor Name:** The Salvation Army

**Contract control number:** HOST-202366561

**Location:** 30840 Hawthorne Blvd., Rancho Palos Verdes, CA 90275

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** \_\_ N/A \_\_

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
HOST-202366561, 01/01/2023 - 12/31/2023

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

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$3,762,300	N/A	\$3,762,300

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2023-12/31/2023	N/A	12/31/2023

### Scope of work:

The access point and intake team that will serve as the front door to screen families before entering the shelter program. The team will determine if: 1) a family should receive rapid resolution assistance to divert them to more appropriate locations than the shelter system; 2) a family should be accepted into the short-term, intensive crisis stabilization program with a maximum stay of two weeks to provide necessary supports to help quickly resolve their episode of homelessness; or 3) a family should be accepted into the long-term shelter program with a maximum stay of 180 night, reserved for households in need of additional support and services in order to successfully exit to stable or permanent housing. The intention is for guests to be evenly split between the short- and long-term programs.

In addition to intake analysis, this contract will provide housing-focused case management, including conflict resolution, support with maintaining or increasing income/benefits, case planning, conducting needs assessments, housing navigation, assistance with obtaining vital documents, and additional direct client support, such as transportation assistance.

The Salvation Army will also be responsible for providing one meal a day to all guests in the family non-congregate emergency shelter.

We expect to serve 600 households in both the short- and long-term shelter program, 1,000 through the access and intake team, and 200 with rapid resolution or diversion services.

**Was this contractor selected by competitive process?** Yes **If not, why not?** f no, state reason or "N/A"

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

**Source of funds:** Homelessness Resolution Fund

**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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