

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 04/03/2022

Please mark one: Bill Request or Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

Yes No

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 The Gathering Place: A Refuge For Rebuilding Lives for \$1,100,000.00 with an end date of 12-31-2025 to provide site operations and services for transgender and non-binary people, and women located at the micro-community site at 1375 Elati Street, in Council District 10 (HOST-202578828).

3. **Requesting Agency:** HOST

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: David Riggs	Name: Polly Kyle
Email: dave.riggs@denvergov.org	Email: polly.kyle@denvergov.org

5. **General description or background of proposed request. Attach executive summary if more space needed:** (who, what, why)

The Gather Place: A Refuge For Rebuilding Lives will oversee and maintain a micro-community (aka Emergency Shelter) for people experiencing unsheltered homelessness. This specifically includes the following:

A. Service Standards

1. Staff should have relevant professional accreditations, education, and experience to implement both holistic and housing-focused services. Staff should be community-based and multi-disciplinary when possible.

2. Services should be implemented using best practice models, including Housing First, Harm Reduction, Motivational Interviewing, and Trauma- Informed Care. Other services and treatment models may be coordinated with or incorporated into the services programming based on the individuals served. The delivery of all services should be guided by the principles of cultural competence, recovery, and resiliency, with an emphasis on building individuals' strengths and resources in the community with, with family, and with peer/social relationships.
3. Services and the delivery of the support should be adjusted appropriately based on the intended population the project will serve.
4. TGP shall work collaboratively with community-based partners and referral sources as necessary to ensure that households served acquire and maintain housing.

6. **City Attorney assigned to this request (if applicable): Gabrielle Corica**

7. **City Council District: 10**

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):
Professional Services > \$500K

Vendor/Contractor Name (including any dba's): The Gathering Place: A Refuge for Rebuilding Lives

Contract control number (legacy and new): HOST-202578828

Location: 1375 Elati Street, Denver, CO 80204

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
 HOST-202578828 4/1/25 – 12/31/25

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>
\$1,100,000	N/A	\$1,100,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
04/01/25 – 12/31/25	N/A	N/A

Scope of work:

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- with peer/social relationships.
3. Services and the delivery of the support should be adjusted appropriately based on the intended population the project will serve.
 4. TGP shall work collaboratively with community-based partners and referral sources as necessary to ensure that households served acquire and maintain housing.

B. Site Operations

1. Keep sites operating 24 hours a day, seven days a week, 365 days a year
2. Provide facility management to oversee the day-to-day operations and maintenance of micro-communities to ensure compliance with all building codes, health regulations, and safety issues
3. Maintain the infrastructure, amenities, and utilities, providing regularly scheduled and general repairs and maintenance services such as trash, exterior litter removal, pest control, snow removal both inside the fenced area and from entries, changing light bulbs, minor repairs to plugged toilets and leaky faucets and any other basic repairs; provide necessary emergency maintenance services under \$500. Please see Appendix A for matrix of responsibilities.
4. Collaborate with City representative(s) to notify and address any critical incidents on site
5. Maintain a minimum ratio of one staff member on-site per 40 clients 24/7 with proper credentials including knowledge and experience in, conflict de-escalation and mediation, and trauma-informed care
6. Communal spaces should be cleaned at least twice per week, or more frequently as needed and cleaning supplies should be available for clients as needed
7. Manage site safety to establish and enforce safety protocols to ensure the safety of residents and staff
8. Training for all staff will include but not be limited to, de-escalation training and Cardiopulmonary Resuscitation (CPR)
9. Vaccinated and working on full vaccination non-aggressive pets will be allowed at the facility
10. Referrals to the micro-community will be directed by HOST's encampment resolution and outreach teams. Site Operator will intake clients in cooperation with HOST's encampment resolution and outreach teams.

Temporary housing units or shelter facilities must meet HUD's habitability standards defined in 24 CFR part 576.403 (c). Documentation of meeting minimum standards must be provided to HOST. Grantees may use the ESG Habitability Standards Checklist found at <https://www.hudexchange.info/resource/3766/esg-minimum-habitability-standards-for-emergency-shelters-and-permanent-housing/> or an equivalent checklist

C. Client Case Management and Navigations Services

1. Resident Intake and orientation including Homeless Management Information System (HMIS) intake and subsequent services and exits documented in HMIS
2. Provide necessary referrals and coordination for any mental and physical healthcare needs
3. Provide benefit, resource navigation and employment referrals based on clients' circumstances and eligibility within 30 days of the client completing enrollment into site.
4. Provide housing navigation
5. Provide case management and supportive services that are housing-focused, trauma-informed, person-centered, and utilize a harm reduction approach for all clients. Case management ratio will be no fewer than one case manager to every 30 households, with a preference for a 1:15 case management to participant ratio.
6. Provide resources for Limited English Proficient (LEP) individuals to ensure all guests have access to services in their language of choice.

D. Eligible Activities

1. **Essential Services.** Efforts to provide supportive services to those who are in an Emergency Shelter. These services include finding housing options that resolve guests' homelessness as quickly as possible. Efforts include (i) housing search and placement and navigation, such as activities to assist guests to locate and obtain housing; (ii) housing stability case management, such as assessing, coordinating, and delivering individualized services to obtain housing, developing case management plans, and support groups; (iii) legal services necessary to resolve a legal problem that prohibits the guest participant from obtaining permanent housing; (iv) services for physical health care, mental health care, behavioral health care, and other medical care; (v) implementing and maintaining diversion programming; and (vi) other reasonable and necessary costs that help resolve a household's homelessness, including but not limited to child care and transportation.
2. **Educational, vocation, and work-based learning opportunities.** Efforts to connect individuals and families with educational, vocational, and work-based learning opportunities that resolve the individual's homelessness as quickly as possible. Shelters may consider creating or connecting to peer mentoring programs and hiring peer mentors with lived expertise of homelessness to work in the shelter and contribute to program design or improvement.
3. **Recovery care and related residential programs.** Efforts to connect program participants to community resources that offer recovery care and related residential programs, including transportation to those services.
4. **Operations.** Efforts related to maintenance (including minor or routine repairs), rent, security, fuel, equipment, insurance, utilities, food,

furnishings, and supplies necessary for the operation of the Emergency Shelter. Operational expenses will be determined by the Use Responsibility Matrix [Exhibit A].

5. **Grant Activities.** Efforts focused on administering a specific grant or funding source may improve effective operations, as well as effective program implementation. Such efforts include planning and executing program activities, such as (i) general program or grant management, oversight, coordination, monitoring, and evaluation; (ii) salaries, wages, and related costs related to preparing program budgets; developing systems for ensuring compliance with grant requirements; developing interagency agreements; and preparing reports and other required documents or activities; (iii) accounting or other services; and (iv) other reasonable and necessary goods and services required to implement the grant program, such as evaluating program results against stated objectives, occupancy costs, and training on program requirements.

Was this contractor selected by competitive process? Yes

If not, why not?

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

Source of funds: Homelessness Resolution and General Fund

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

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

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____