

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9:00am on Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 10/17/2023

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 new contract with Catholic Charities and Community Services of the Archdiocese of Denver, Inc. ("Catholic Charities") for a total contract amount of \$8,215,623 for a term of 1/1/2024 to 12/31/2024 through contract control number HOST-202370609, to support the operational and programmatic activities at various Catholic Charities shelter sites.

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: Israel Cruz	Name: Christopher Lowell
Email: israel.cruz@denvergov.org	Email: christopher.lowell@denvergov.org

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

Catholic Charities will provide services to persons experiencing homelessness at 48th Avenue Women's, Holy Rosary, and Smith Road shelters. Funding will support the daily operational activities that include, but are not limited to meals, restrooms, showers, and maintaining a safe, stable, and sanitary shelter. Programmatic activities include supporting the behavioral, mental, and medical well-being of individuals, and case management to ensure shelter guests are on a path towards stable and permanent housing.

Reporting expectations include Quarterly Reports (qualitative narratives describing program successes, challenges, and client personal stories), HMIS reporting of outcomes and services provided to individuals (quantitative data), and participation in Quarterly Site Visits with Program Officers, and an annual Contract Monitoring.

- a. **Contract Control Number:** HOST-202370609
b. **Duration:** 01/01/2024 to 12/31/2024
c. **Location:** Denver, CO
d. **Affected Council District:** All Districts
e. **Benefits:** Provides 24/7 shelter services and programmatic activities for persons experiencing homelessness.
f. **Costs:** \$8,215,623.00

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

7. City Council District: All

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: Catholic Charities and Community Services of the Archdiocese of Denver, Inc

Contract control number: HOST-202370609

Location: 6240 Smith Road, Denver CO 80216

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):

Original Agreement: HOST-202370609 (01/01/2024 – 12/31/2024)

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>
\$8,215,623.00	N/A	\$8,215,623.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2024 – 12/31/2024	N/A	N/A

Scope of work:

SERVICES DESCRIPTION

A. Emergency Shelter Operations

1. CC will operate a Women's Shelter identified as the 48th Ave West shelter located at 4330 E 48th Ave or at a mutually agreed upon location owned or leased by the City of Denver. When fully operational, this shelter will accommodate clients experiencing homelessness up to the capacity as determined with the Denver Fire Department and Community Planning and Development. Capacity is up to 450 guests, operating 24 hours per day, seven (7) days per week. Shelter capacity may be reduced based on public health regulations, up to 270 guests as of this initial contract execution.
2. Shelter spots will be allocated 100% "emergency," meaning low-barrier entry, not referral-based and/or qualified entry requiring service engagement.
3. CC will provide safe, stable, and sanitary shelter services that include basic needs such as meals, snacks, shower access, and shelter.
4. CC will facilitate secure storage of personal client belongings.
5. CC and HOST will adhere to the Responsibility Matrix of Facility Related Services in Appendix A.

B. Emergency Shelter Programming

1. CC will provide case management, support services, and transition planning into more stable permanent housing situations.
2. CC will provide a range of direct services and referrals to shelter guests to help increase the income of shelter guests through employment assistance, training/skill development, and acquisition of public benefits.
3. CC will refer clients seeking support that are experiencing drug dependency to substance abuse groups and detox programs for assistance within the metro Denver area.
4. CC will support the behavioral, mental, and medical well-being of individuals.

C. Women's Emergency Shelter

1. Smith Road Shelter

- a. CC will provide low-barrier, emergency shelter to accommodate women experiencing homelessness up to the capacity as determined with the Denver Fire Department and Community Planning and Development, operating 24hours per day, seven (7) days per week, normally conducted at 6240 Smith Road. Shelter capacity may be reduced based on public health regulations, up to 82 guests as of this initial contract execution.
- b. Shelter spots may be allocated on a HOST and CC mutually agreeable proportion between "emergency" shelter, meaning low-barrier entry and shelter spots based on referral, reserved, and/or qualified-entry requiring service

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engagement. Excess reserved capacity will be offered on an emergency basis that will be determined on a nightly basis.

- c. CC will provide safe, stable, and sanitary shelter services that include basic needs such as meals, snacks, shower access, and shelter.
 - d. CC will provide case management, support services, and transition planning into more stable or permanent housing situations.
 - e. CC will provide a range of direct services and referrals to help develop a source of income through employment and/or acquisition of public benefits.
 - f. CC will provide a range of direct services and referrals to shelter guests to help:
 - i. increase the income of shelter guests (through employment assistance, training/skill development, and acquisition of public benefits, etc.)
 - ii. support the behavioral, mental, and medical well-being of individuals.
2. Holy Rosary Overflow Shelter
- a. CC will provide low-barrier, emergency shelter to accommodate women experiencing homelessness up to the capacity as determined with the Denver Fire Department and Community Planning and Development, operating seven nights per week, at the CC Samaritan House, commonly called the Holy Rosary Overflow Shelter and operating only overnight. Shelter capacity may be reduced based on public health regulations, up to 40 guests as of this initial contract execution.
 - b. Shelter spots will be allocated 100% “emergency,” meaning low- barrier entry and walk-up access, not referral-based and/or qualified entry requiring service engagement.
 - c. CC will provide safe, stable, and sanitary shelter services that include basic needs such as meals, snacks, shower access, and shelter.
- D. CC will provide transportation resources to clients.
- a. CC will prepare meals each day, transport and serve to individuals experiencing homelessness. Meal preparations services include:
 - b. All meals are prepared to meet adult daily nutritional needs and are prepared in accordance with ServeSafe guidelines and all Public Health requirements for food safety.
 - c. Provide all utensils and serving supplies.

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 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
? N/A

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