

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: April 2, 2026

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.):

Amends a contract with ServiceSource to add \$413,000.00 and to add nine months for a new end date of 12-31-2026 to fund the Denver Day Works Program (DDW) providing participant wages and support, staff salaries, and program operations, citywide (HOST-202582806/HOST-202684084-01).

3. **Requesting Agency:** ServiceSource

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: Kevin Kelly	Name: Polly Kyle
Email: Kevin.kelly@denvergov.org	Email: Polly.Kyle@denvergov.org

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

The Denver Day Works Program provides day labor, employment services, and resource navigation for 90 people experiencing homelessness. The program is operated by ServiceSource, which staffs case managers, employment specialists, and work site supervisors. Program participants work six hours per day, once per week, for up to 10 weeks. Day labor operations occur at All in Mile High communities. Case management and employment services take place at ServiceSource's Lakewood office while the Denver office is being renovated.

6. **City Attorney assigned to this request (if applicable):** Ubaldo Fernandez

7. **City Council District:** Citywide

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

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 (including any dba's): ServiceSource

Contract control number (legacy and new):
HOST-202582806/HOST-202684084-01

Location: 1550 Dover St, Lakewood, CO 80215 (Denver office is under renovation)

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 2

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
Original: 1/1/26 to 3/31/26
New: 1/1/26 to 12/31/26

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>
\$137,000	\$413,000	\$550,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/26 to 3/31/26	9 months	12/31/26

Scope of work: The Denver Day Works Program provides day labor, employment services, and resource navigation for 90 people experiencing homelessness. The program is operated by ServiceSource, which staffs case managers, employment specialists, and work site supervisors. Program participants work six hours per day, once per week, for up to 10 weeks. **Day labor operations occur at sites provided by All In Mile High.** Case management and employment services take place at ServiceSource’s Lakewood office while the Denver office is being renovated.

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: General Fund

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

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

Who are the subcontractors to this contract? N/A

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Date Entered: _____