

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

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

Date of Request: 6/24/2025

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 grant agreement with the US Department of Health & Human Services (DHHS) for \$14,464,060.00 and an end date of 6-30-2026 to provide programs for Denver’s Head Start and Early Head Start delegate agencies, citywide (MOEAI-202577830).

3. Requesting Agency: Children’s Affairs

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: Dr. Albert Martinez	Name: Rhett Gutierrez & Terra Swazer
Email: albert.martinez@denvergov.org	Email: ricardo.gutierrez@denvergov.org Terra.Swazer@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:
DHHS awards funds to jurisdictions to provide programs at the Head Start and Early Head Start delegate agencies, annually.

6. City Attorney assigned to this request (if applicable): Jason Moore

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: Grant Agreement

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

Vendor/Contractor Name: US Department of Health & Human Services

Contract control number: MOEAI-202577830-00

Location: Washington, D.C.

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): 07/01/2025 – 06/30/2026

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)
\$14,464,060.00		\$14,464,060.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
7/1/2025		6/30/2025

Scope of work: Grant contract to receive \$14,464,060.00 from the US Department of Health & Human Services (DHHS) - Head Start & Early Head Start for term: 7/1/2025 - 6/30/2026.

Was this contractor selected by competitive process? N/A **If not, why not?** Grant agreement

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

Source of funds: Head Start & Early Head Start

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? Catholic Charities, Clayton Early Learning, Denver Public Schools, Family Star, Mile High Early Learning, Sewall Child Development, and Volunteers of America

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Date Entered: _____