

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 1/8/2025

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 service agreement with Bayaud Enterprises, Inc. to add \$1,000,000.00 for a new total of \$2,655,000.00 and add 15 months for a new end date of 03-31-2026 to provide staffing and operational services of emergency cold-weather shelters, citywide. (HOST-202158828/HOST-202477375-04)

**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: Israel Cruz	Name: Chris Lowell
Email: <a href="mailto:israel.cruz@denvergov.org">israel.cruz@denvergov.org</a>	Email: <a href="mailto:Christopher.lowell@denvergov.org">Christopher.lowell@denvergov.org</a>

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

Bayaud Enterprises, Inc. (BEI) contract agreement (HOST-202477375-04) will add an additional \$1,000,000.00 of funding for a total contract amount of \$2,655,000.00 for the operations and staffing of temporary emergency shelter activation due to inclement weather, congregate emergency shelters, and other HOST approved sites. Shelter operation support includes, but are not limited to: staffing, shelter site set-up and tear down, Certified Fire Watch Staff, janitorial and biohazard clean-up of shelter sites, unarmed security, and laundry services.

**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\*\***

*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):** Bayaud Enterprises, Inc.

**Contract control number (legacy and new):** HOST-202477375-04

**Location:** 333 W. Bayaud Avenue, Denver, CO 80223.

**Is this a new contract?  Yes  No** **Is this an Amendment?  Yes  No** **If yes, how many? 4**

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**

- HOST-202158828 10/01/2021 – 12/31/2022
- HOST-202261989-01 10/01/2021 – 12/31/2022
- HOST-202265610-02 10/01/2021 – 12/31/2023
- HOST-202370906-03 10/01/2021 – 12/31/2024
- HOST-202477375-04 10/01/2021 – 03/31/2026

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

<i>Current Contract Amount</i> <i>(A)</i>	<i>Additional Funds</i> <i>(B)</i>	<i>Total Contract Amount</i> <i>(A+B)</i>
\$1,655,000.00	\$1,000,000.00	\$2,655,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021 – 12/31/2024	15 months	03/31/2026

### Scope of work:

- I. Shelter Operations Support:
  1. BEI will participate in shelter operations support as directed by HOST, which may include:
    - a. 24/7 around the clock operations of temporary emergency shelter activation due to inclement weather, congregate emergency shelters, and supporting operations at other mutually agreed sites.
    - b. Emergency Shelter Operation sites will be determined by HOST.
    - c. HOST will provide a minimum of 24-hour notice, but as much notice as is feasible.
  2. BEI support may include:
    - a. Shelter site set-up and tear down.
    - b. Shelter staffing to include:
      - i. Project Manager
      - ii. Shelter Leads
      - iii. Certified Fire Watch Staff
      - iv. Shelter Operations Staff
      - v. Janitorial and biohazard clean-up
      - vi. Unarmed Security Guards
3. BEI staff duties may include securing doors, serving food, bed checks, bag and tag of personal items left by guests, distribution of personal laundry, cleaning of common areas, guest check in, and any other tasks needed to run facilities.
4. BEI will provide HOST an accurate daily count of emergency shelter utilization in the form of an electronic consolidated shelter-guest log.
  - a. Information collected includes, but is not limited to, shelter guest demographic and personal identifiable information,

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- b. HOST will provide necessary templates and methods of collecting information,
- c. BEI may be assigned other crisis response support duties as needed.

5. BEI may supply shelter items as needed, including food for staff unable to leave shelter premises.
6. BEI will have all payroll/expenses coded to the location worked for any cold weather shelter site and all invoice items will reflect the cold weather shelter locations worked for that event.

**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?** None.

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