

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: **11/20/2025**

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:** Amends an agreement with The Community Firm (TCF) (DBA The Community Economic Defense Project) by adding \$1,299,685.00 in Affordable Housing Funds, \$950,000.00 in General Funds and \$1,450,000.00 in ARPA Interest funds for a new total of \$13,893,442.00 and adding twelve months for a new end date of 12-31-2026 to administer the Temporary Rental and Utility Assistance (TRUA) program through financial assistance and/or housing stability services, citywide (HOST-202476925/HOST-202582326-01).

3. **Requesting Agency:** Department of Housing Stability (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: Becca Channell	Name: Polly Kyle
Email: becca.channell@denvergov.org	Email: polly.kyle@denvergov.org

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

Amends an agreement with The Community Firm (TCF) (DBA The Community Economic Defense Project) to administer the Temporary Rental and Utility Assistance (TRUA) program, extending the contract term by one calendar year and adding \$1,299,685.00 in Affordable Housing Funds, \$950,000.00 in General Funds and \$1,450,000.00 in ARPA Interest funds. This will increase the current contract amount of \$10,193,757.00 in Affordable Housing Funds for a new total contract amount of \$13,893,442.00. The additional funds will serve an estimated total of 1500 unduplicated households with financial assistance and/or housing stability services. Contract term begins 1/1/2025 and ends 12/31/2026. (HOST-202582326-01)

The Community Firm (TCF) (DBA The Community Economic Defense Project) will provide rental and utility assistance and housing stability services to eligible households in the City and County of Denver earning up to 80% of the area median income (AMI) that are experiencing a financial hardship. Assistance may also include relocation expenses, such as security deposit and first month's rent, when necessary to relocate to another housing unit in order to maintain housing stability. The aggregate amount of financial assistance an eligible household may receive must not exceed 6 months of rental assistance and one instance of utility assistance per utility household.

6. **City Attorney assigned to this request (if applicable):** Waples, Megan

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): The Community Firm (TCF) (DBA The Community Economic Defense Project)

Contract control number (legacy and new): HOST-202476925

Location: 1600 N Downing St STE 600 Denver, CO 80218

Is this a new contract? ☐ No **Is this an Amendment?** ☒ Yes ☐ If yes, how many? 1

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

HOST-202476925 1/1/2025-12/31/2025

HOST-202582326-01 1/1/2025-12/31/2026

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

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$10,193,757.00	\$3,699,685.00	\$13,893,442.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2025-12/31/2025	1 calendar year	12/31/2026

Scope of work:

These funds will be provided to The Community Firm (TCF) (DBA The Community Economic Defense Project) to be utilized for administration of the Temporary Rental and Utility Assistance (TRUA) program. The aggregate amount of financial assistance an eligible household may receive must not exceed 6 months of rental assistance and one instance of utility assistance per utility per household. The program is designed to help residents avoid an eviction and maintain housing stability by assisting low- and moderate-income residents (80% area median income and below) who are experiencing a financial hardship.

Was this contractor selected by competitive process? Yes

If not, why not?

Has this contractor provided these services to the City before? ☒ Yes ☐

Source of funds: Affordable Housing Fund (\$11,493,442.00)

General Funds (\$950,000.00)

ARPA Interest (\$1,450,000)

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

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