

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: 11/25/2025

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.)

Approves a contract with The Community Firm (TCF) (dba the Community Economic Defense Project) for \$538,234.00 with an end date of 12-31-2028 to allow for 220 unduplicated households to be served in the 2026 program year and 660 unduplicated households to be served throughout the program's duration, citywide (HOST-202582328).

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: Ian Cohn	Name: Polly Kyle
Email: jdcohn13@gmail.com	Email: Polly.Kyle@denvergov.org

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

This program provides culturally competent technical assistance and language support to Denver households applying for emergency housing resources and ensures applicants are expeditiously connected to all available resources designed to prevent involuntary displacement among renters and homeowners.

This program also conducts interviews of potential victims of housing discrimination, enforcing meritorious claims by referring to administrative enforcement agencies for litigation. Providers will host fair housing educational trainings to increase knowledge of fair housing rights, responsibilities, and remedies under State and National fair housing laws.

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 (dba Community Economic Defense Project)

Contract control number (legacy and new): HOST-202582328

Location: 1600 N Downing Street Suite 600 Denver, CO 80218

Is this a new contract? ☒ Yes ☐ **Is this an Amendment?** ☐ No **If yes, how many?** 0

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

- HOST-202582328: January 1, 2026 – December 31, 2028

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>
(A)	(B)	(A+B)
\$538,234.00	\$0.00	\$538,234.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2026-12/31/2028	N/A	N/A

Scope of work:

A. List of Services to be provided by contractor

1. Community-Based Resource Referral and Navigation:

- Provide culturally competent technical assistance and language support to Denver households at or below 80% of the Area Median Income (AMI) that are applying for emergency housing resources. Such services should include real-time capability for language translation and interpretation services that promote equitable access to housing stabilization resources.
- Ensure applicants are expeditiously connected to all available resources designed to prevent involuntary displacement among renters and homeowners.
- Support residents in applying for relevant resources as needed. Such resources include but are not limited to:
 - Financial assistance programs for renters and homeowners including the Denver Foreclosure Financial Assistance Program, the Colorado Emergency Rental Assistance (CERA) Program, and the Temporary Rental and Utility Assistance (TRUA) Program.
 - Eviction and Foreclosure Legal Defense Programs
 - Utility assistance programs such as the Colorado Low-Income Energy Assistance Program (LEAP) Energy Outreach Colorado, and/or TRUA
 - Property Tax Relief and Deferral Programs
 - Home Modification/Repair Programs
 - Denver Office of Financial Empowerment and Protection (OFEP)

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

2. Fair Housing Education, Advocacy, Outreach, and Enforcement:
- a. Receive and evaluate complaints of fair housing discrimination from Denver households at or below 80% of the Area Median Income (AMI).
 - b. Conduct interviews of potential victims of housing discrimination, enforcing valid claims by referring to administrative enforcement agencies for litigation, including but not limited to the Colorado Civil Rights Division (CCRD) and the U.S. Department of Housing and Urban Development (HUD).
 - c. Conduct fair housing testing and evaluate subsequent testing results to determine what mediation, conciliation, or other remedies may be available to victims of housing discrimination.
 - d. Provide fair housing educational trainings to increase knowledge of fair housing rights, responsibilities, and remedies under State and National fair housing laws.

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): N/A

Who are the subcontractors to this contract? N/A

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