

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 7/20/2023

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.)

Amends a professional services agreement with The St. Francis Center revising the amount of the Professional Services Agreement (HOST-202368501).

3. **Requesting Agency:** Department of Housing Stability

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Justin Hill	Name: Sabrina Allie
Email: <a href="mailto:Justin.Hill@denvergov.org">Justin.Hill@denvergov.org</a>	Email: <a href="mailto:Sabrina.Allie@denvergov.org">Sabrina.Allie@denvergov.org</a>

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

This amends a professional services agreement (HOST-202054973) dated October 13, 2020, providing funding to The St. Francis Center to provide supportive housing services to 48 chronically homeless adults at the Warren Residences, located at 1630 E. 14<sup>th</sup> Avenue, Denver, CO 80218. Unexpected increases in the Service Expenses Per Unit Per Annum (PUPA) have necessitated the need for additional funding for supportive housing services at the Warren Residences.

The request to amend the loan agreement with The St. Francis Center is as follows:

1. Amend the amount of the Professional Services Agreement from \$1,000,000 to the new amount of \$2,000,000.
2. Amend the amount of funding allowable to be drawn on an annual basis from \$66,666.67 beginning in year 1 and \$66,666.67 in each subsequent year, to the new amount of \$143,589 beginning in year 3 (2023) and \$143,589 in each subsequent year, for a total of \$2,000,000 to be drawn by the end of the original Professional Services Agreement (12/31/2036).

6. **City Attorney assigned to this request (if applicable):** Eliot Schaefer

7. **City Council District:** District 10

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:**  
The St. Francis Center

**Contract control number:**  
HOST-202368501

**Location:**  
2323 Curtis Street, Denver, Colorado 80205

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

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
HOST-202054973 -- 01/01/2021-12/31/2036  
HOST-202368501 -- 01/01/2021-12/31/2036 (no change)

**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)
\$1,000,000	\$1,000,000	\$2,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
12/13/2022-12/01/2036	N/A	12/01/2036 (no change)

**Scope of work:**

1. Amend the amount of the Professional Services Agreement from \$1,000,000 to the new amount of \$2,000,000. Language in Section 4.4. Maximum Contract Amount, subsection 4.4.1. will be changed from the “Maximum Contract Amount” of \$1,000,000 to the new amount of \$2,000,000.
2. Amend the amount of funding allowable to be drawn on an annual basis from \$66,666.67 beginning in year 1 and \$66,666.67 in each subsequent year, to the new amount of \$143,589 beginning in year 3 (2023) and \$143,589 in each subsequent year, for a total of \$2,000,000 to be drawn by the end of the original Professional Services Agreement (12/31/2036). The language referencing the amount to be drawn on an annual basis will be revised in a newly updated Exhibit A – Scope of Work to the Professional Services Agreement in section V. Use of Funds.

**Was this contractor selected by competitive process?** N/A **If not, why not?** Amendment to previous services agreement

**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?** N/A

*To be completed by Mayor’s Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_