

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: 8/6/2025

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 Sewall Child Development Center for \$658,923.00 including non-federal share with an end date of 6-30-2025 to provide Head Start services to children and their families as a delegate agency of Denver Great Kids Head Start (DGKHS), citywide (MOEAI-202580234).

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: al.martinez@denvergov.org	Email: Ricardo.gutierrez@denvergov.org Email: terra.swazer@denvergov.org

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

(who, what, why)

Sewall Child Development Center is a valued Head Start delegate agency who is an integral partner in providing early childhood education to Denver's young learners.

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

Vendor/Contractor Name (including any dba's): Sewall Child Development Center

Contract control number (legacy and new): MOEAI-202580234

Location: citywide

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): 7/1/2025 – 6/30/2026

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)
\$658,923.00		\$658,923.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
7/1/2025		6/30/2026

Scope of work: Sewall Child Development Center will provide Head Start services to children and their families as a delegate agency of DGKHS for a total contract award of \$658,923.00 including non-federal share, citywide.

Was this contractor selected by competitive process? Yes If not, why not? n/a

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

Source of funds: Head Start

Is this contract subject to: ☐ W/MBE ☐ DBE ☐ SBE ☐ XO101 ☐ ACDBE ☒ N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract? None

To be completed by Mayor's Legislative Team:

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Date Entered: _____