



To: Alan Salazar, Chief of Staff

From: Bob McDonald

Date: June 1, 2023

Subject: Caring for Denver Contract

The Denver Department of Public Health and Environment (DDPHE) is currently negotiating an agreement with the Caring for Denver Foundation to extend the current contract (ENVHL-202158525-01/201951262-01) for a sixth year before the current contract expires at the end of 2023. The Caring for Denver Foundation is the current spending organization for the Caring for Denver tax, established in 2018 to provide funding for mental health and substance misuse services and supports in Denver.

DDPHE is proposing extending the contract for an additional year in order to ensure continuity of services during 2024 ahead of a new contracting process. Because of this shift to a contract term end date of December 31, 2024, this proposed extension for a sixth year would exceed the typical allowable contract duration of five years.

Executive Order 8 states that agencies should limit the duration of contracts to three to five years at which time a new solicitation should be initiated absent special circumstances. The order specifies that it will be the applicable department manager's responsibility to authorize and justify any deviation from this policy. Because it is only an additional year, and because the services will be renegotiated in 2024, I will be approving the request from staff to move forward with this extension.

Please let me know if you have any concerns and thank you for your consideration in this matter.

A handwritten signature in black ink, appearing to read "Bob McDonald".

Bob McDonald

Executive Director, Department of Public Health and Environment

6/9/2023