

**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: 10/17/22

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.)

Approves a new five-year contract with Point b(e) Strategies for grant-writing services.

**3. Requesting Agency:** Department of Finance

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Rory Regan	Name: Rory Regan
Email: rory.regan@denvergov.org	Email: rory.regan@denvergov.org

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

The City has retained a grant-writing consultant since 2011. The consultant has provided grant-writing assistance to city agencies; research into funding opportunities; technical assistance on grant-writing and grant preparation; training for City personnel; and participation in the City’s Grant Policy Advisory Committee. The most recent five-year contract was canceled due to the vendor closing their business.

Over the last 10 years, more than \$87M in grant awards have been supported through contracted services (either full grant writing or content review/editing). Agencies and Departments have continued to express interest in and request further support going forward.

Point b(e) Strategies, LLC was selected through a competitive bid process to provide grant writing and review, grant research, and grant training to City agencies. The proposed resolution would approve the new contract for the term of 1/1/2023 – 12/31/2027, which includes two renewal periods beginning 1/1/2024 and 1/1/2025, and two optional renewal periods beginning 1/1/2026 and 1/1/2027.

**6. City Attorney assigned to this request (if applicable):** Laurie Heydman

**7. City Council District:**  
ALL

**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:**

Point b(e) Strategies, LLC

**Contract control number:** FINAN-202265050

**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):**

1/1/2023 – 12/31/2027

**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)
\$890,000.00		\$890,000.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2023 – 12/31/2027		

**Scope of work:**

1) Write grants for City agencies; 2) provide review services for grant applications that are prepared by City agency personnel; 3) conduct research of prospective grant opportunities for agencies; 4) provide technical assistance with the grant seeking and management process; 5) facilitate grant writing and grant preparation training for City staff; 6) facilitate a two-hour annual strategic planning session for City grants staff; 7) facilitate meetings, strategic planning sessions, and provide subject matter expertise on special project areas such as donor management, evaluation, and other topics related to sponsorships and donations.

**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:**

Fund: 01010

Cost Center: 2580100

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

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

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

**Who are the subcontractors to this contract?** Result\$ Grantwriting, LLC, and Erin Shaver

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