

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: August 5, 2022

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 contract between the City and County of Denver and Colorado Center on Law and Policy for \$600,000 using American Rescue Plan Act (ARPA) funds to support the economic recovery in the NEST neighborhoods by identifying and creating systems to provide business navigation & services through 12-31-2023.

3. Requesting Agency: Denver Economic Development and Opportunity

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Carla Castedo Ribero & Alejandro Garcia	Name: Alejandro Garcia
Email: carla.castedo@denvergov.org	Email: alejandro.garcia@denvergov.org

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

See Executive Summary below.

6. City Attorney assigned to this request (if applicable): Brian Martin

7. City Council District: NEST Neighborhoods including East Colfax, Elyria-Swansea, Globeville, Montbello, Northeast Park Hill, Sun Valley, Valverde, Villa Park, West Colfax, Westwood.

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

Vendor/Contractor Name: Colorado Center on Law and Policy

Contract control number: 202263934

Location: NEST Neighborhoods including East Colfax, Elyria-Swansea, Globeville, Montbello, Northeast Park Hill, Sun Valley, Valverde, Villa Park, West Colfax, Westwood.

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):

6/1/2022 – 12/31/2023

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)
\$600,000.00	N/A	\$600,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
6/1/2022 – 12/31/2023	N/A	N/A

Scope of work:

Increase economic recovery in NEST neighborhoods by providing tools like relevant information for funding/programming opportunities, such as DEDO's BIO Fund: technical assistance to apply for funding; connection to direct service support from business serving organizations; develop a two-way system of communication between business owners and service providers/DEDO; collect and analyze business data information to better guide future programming support; and where applicable, support the development of business navigator programming.

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: ARPA Coronavirus State and Local Fiscal Recovery Funds

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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Executive Summary

Although Denver was growing rapidly prior to the COVID-19 pandemic, not all Denver residents were benefitting from the growth. Further, the historic inequities faced by Denver's Black, Indigenous, and people of color (BIPOC) communities have only been exacerbated by the pandemic. BIPOC communities have suffered the most in terms of loss of employment and the number of BIPOC-owned small businesses open and operating in Denver. The NEST Business Navigators Program targets outreach efforts to Denver's hardest to reach communities with navigators who will provide one-on-one support for small businesses. Business navigators will take a holistic look at the needs of these small businesses and work to connect them to services available from the City and/or our partners.

With this funding, CCLP will act as the program administrator and lead the program by:

- Working with DEDO to identify and create systems to provide business navigation & services.
- Supporting and managing subcontractors in implementing programs and to meet goals and objectives.
- Disbursing funds to navigators under the subcontractors to deliver objectives of program.
- Assist in developing a business navigation ecosystem in areas where this support does not currently exist.
- Report and abide by the guidelines and reporting requirements of ARPA.
- Provide local, state, and federal compliance and reporting technical assistance for awardees as required.
- Collaboration and communication with DEDO staff for methodology using a project working document.
- Fund grants from \$30,000 - \$100,000 to subcontractors that meet the program's main purpose of strengthening the current business ecosystem, empowering entrepreneurs, and providing business owners' awareness of opportunities, technical assistance and/or direct connection to additional resources from partners.
- Provide documentation with justification of procurement process including how CCLP competitively selected subcontractors.

The business navigators will be a combination of both recruited positions under the partnered organizations or positioned housed already within the partner organization to hold shared responsibilities with their day-to-day roles. The navigators will implement the three navigation areas (in the ten NEST neighborhoods). Navigation area and services are organized by ten neighborhoods in three groups: West, North, and East Denver.

Program Deliverables:

CCLP is responsible for tracking and completing the metrics listed below. CCLP will add all subcontractors'/navigators' metrics into one report.

Ecosystem Management:

- Establish and implement monthly reporting cadence among partners
- Convene at least 6 small business navigator cohort meetings in 2022; additional 11 meetings in 2023.

Subcontractor Program Management (subcontracts allocated between \$30k-\$100k)

Navigation Areas: West Denver, East Denver, North Denver

Communications:

- Deploy communications support (media outreach, information meetings, and other activities) to enhance community participation.
- Implement bi-directional communications between navigator cohort and DEDO staff.

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