

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MailHighOrdinance@DenverGov.org](mailto:MailHighOrdinance@DenverGov.org) by 9:00 a.m. on **Friday**. Contact the Mayor's Legislative team with questions

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Date of Request: 9/29/2025

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

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 contract with The Salvation Army to add 6.5 months for a new end date of 12-31-2025 to support housing-focused case management and housing navigation, as well as operations at The Tamarac Family Shelter. No change to contract amount, in Council District 4 (HOST-202475192/HOST- 202580666-01).

3. **Requesting Agency:** Department of Housing Stability (HOST)

### 4. Contact Person:

|                                                                                               |                                                                               |
|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| Contact person with knowledge of proposed ordinance/resolution                                | Contact person to present item at Mayor-Council and Council                   |
| Name: Rosie McQuiggan                                                                         | Name: Polly Kyle                                                              |
| Email: <a href="mailto:rosemary.mcquiggan@denvergov.org">rosemary.mcquiggan@denvergov.org</a> | Email: <a href="mailto:polly.kyle@denvergov.org">polly.kyle@denvergov.org</a> |

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

This funding will be used to support housing-focused case management and housing navigation for guests staying in the City's family non-congregate emergency shelter. This funding will allow for up to 205 families to be served at the Tamarac Family Non-Congregate Shelter and will include wraparound services, such as employment and education support. The Salvation Army is also responsible for the day-to-day operations of the non-congregate shelter, including cleaning and maintenance.

6. **City Attorney assigned to this request (if applicable):** Megan Waples

7. **City Council District:** 4

8. **\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet below\*\***

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*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 Salvation Army

**Contract control number:** HOST-202580666-01

**Location:** 30840 Hawthorne Blvd., Rancho Palos Verdes, CA 90275

**Is this a new contract?** ☐ Yes ☒ No **Is this an Amendment?** ☒ Yes ☐ No If yes, how many? 01

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**

HOST-202475192 06/16/2024 - 6/15/2025

HOST-202580666-01 06/16/2024-12/31/2025

**Contract Amount (indicate existing amount, amended amount and new contract total):**

| <i>Current Contract Amount</i> | <i>Additional Funds</i> | <i>Total Contract Amount</i> |
|--------------------------------|-------------------------|------------------------------|
| <i>(A)</i>                     | <i>(B)</i>              | <i>(A+B)</i>                 |
| \$2,565,984                    | \$0                     | \$2,565,984                  |

  

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i> |
|------------------------------|-------------------|------------------------|
| 06/16/2024 – 06/15/2025      | 6 1/2 months      | 12/31/2025             |

### Scope of work:

TSA will oversee and maintain a non-congregate emergency shelter for families experiencing homelessness. This specifically includes:

1. Family Emergency NCS case management responsibilities include but are not limited to the following services:

- crisis management and conflict resolution
- support obtaining, maintaining and/or increasing income, including benefits acquisition and/or employment supports.
- case planning
- conducting needs assessments, including Coordinated Entry assessment
- assisting with obtaining vital documents
- case conferencing
- housing navigation
- providing transportation assistance

2. The Family Emergency NCS case managers will provide a long-term shelter option, offering intensive housing-focused case management. The anticipated staffing ratio is one case manager to 20 families.

3. Families will be referred to the shelter program through Coordinated Family Shelter Access Point. Some rooms will be referred to directly through HOST staff for the purposes of outreach and encampment resolution. Referral pathways to family shelter must be approved by HOST and may be directed by the City as necessary for homelessness initiatives.

4. The shelter program will include a team of housing-focused case managers and a team of housing navigators.

5. The Salvation Army will also be responsible for providing three meals a day to all guests in the family non-congregate emergency shelter.

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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: American Rescue Plan

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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