

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 11/20/2025

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:** Amends a subaward with The Community Firm (DBA Community Economic Defense Project) by adding \$700,000.00 for a new total of \$2,265,224.00 and adding twelve months for a new end date of 12-31-2026 to provide information on and direct access to the Temporary Rental and Utility Assistance (TRUA) program through a customer service call center, citywide (HOST-202473566/HOST-202582095-02).

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

### 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: Becca Channell	Name: Polly Kyle
Email: <a href="mailto:Becca.channell@denvergov.org">Becca.channell@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 contract amends a Department of Housing Stability (HOST) subaward to The Community Firm (DBA Community Economic Defense Project) extending the contract term by one calendar year and adding \$700,000.00 in Affordable Housing – Property Tax Funds. This will increase the current contract amount of \$1,565,224.00 for a new total contract amount of \$2,265,224.00 to provide information on and direct access to the Temporary Rental and Utility Assistance (TRUA) program to households in the City and County of Denver through a customer service call center. The additional funds will serve an estimated additional 21,000 customers seeking assistance from the TRUA program through calls/texts/chats for a new estimated total of 82,000 customers served through calls/texts/chats. The contract term will change from 1/1/2024-12/31/2025 to 1/1/2024-12/31/2026.

This contract is funded through General Funds and Affordable Housing Funds – Property Tax, and 9901. The Community Firm (DBA Community Economic Defense Project) will provide customer service support to City and County of Denver residents seeking assistance from the TRUA program. Assistance provided includes but is not limited to responding to applicant case inquiries, answering questions regarding assistance available and direct connection to TRUA or other stability services needed. This contract will serve approximately 82,000 customers through calls/texts/chats.

6. **City Attorney assigned to this request (if applicable):** Ubaldo Fernandez

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:** Professional Services > \$500K

**Vendor/Contractor Name (including any dba's):** The Community Firm (DBA Community Economic Defense Project)

**Contract control number (legacy and new):** HOST-202582095-02

**Location:** 1035 Osage St., Suite 835, Denver, CO 80204

**Is this a new contract?** ☐ Yes ☒ No **Is this an Amendment?** ☒ Yes ☐ No **If yes, how many?** 2

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

HOST-202473566	1/1/2024-12/31/2024
HOST-202476822-01	1/1/2024-12/31/2025
HOST-202582095-02	1/1/2024-12/31/2026

**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)
\$1,565,224.00	\$700,000.00	\$2,265,224.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2024-12/31/2025	1 calendar year	12/31/2026

**Scope of work:**

These funds will be provided to The Community Firm (DBA Community Economic Defense Project) to provide information on and direct access to the Temporary Rental and Utility Assistance (TRUA) program to households in the City and County of Denver through a customer service call center. Assistance provided includes but is not limited to responding to applicant case inquiries, answering questions regarding assistance available and direct connection to TRUA or other stability services needed. This contract will serve approximately 82,000 customers through calls/texts/chats.

**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:** General Funds (\$758,981), Affordable Housing Funds – Property Tax (\$1,506,243.00)

**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

---

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

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