

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: **07/02/2024**

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 with Haven of Hope for a contract maximum of \$6,049,292 and a contract term from August 1, 2024 through July 31, 2025 to administer enrollment in the Denver Asylum Seeker Program (DASP) as well as communication with people seeking DASP enrollment, including waitlist management and providing food and personal items assistance to DASP participants. (Contract Control Number (SOCSV-202474739-00).

### 3. Requesting Agency: Denver Human Services

### 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: Sarah Plastino, Joshua Posner	Name: Crystal Porter, Jenny Symons
Email: <a href="mailto:sarah.plastino@denvergov.org">sarah.plastino@denvergov.org</a> ; <a href="mailto:joshua.posner@denvergov.org">joshua.posner@denvergov.org</a>	Email: <a href="mailto:crystal.porter@denvergov.org">crystal.porter@denvergov.org</a> ; <a href="mailto:jenny.symons@denvergov.org">jenny.symons@denvergov.org</a>

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

In December 2022, Denver began experiencing a significant influx in the number of newly arriving immigrants and asylum seekers. To avoid a humanitarian crisis, the City and County of Denver (City) activated several emergency shelters and services. Throughout 2023 and into 2024, Denver has experienced a continued and fluctuating flow of new arrivals. Some of these new arrivals desire to move onward to other destinations, while others wish to stay in Denver as newcomers to the City. Since December 2022, the City and County of Denver has welcomed over 40,000 newcomers to the United States.

Recognizing the benefits of case management in integrating newcomers into the Denver community or supporting them as they pursue opportunities elsewhere, the City has identified a contractor through a competitive solicitation process to administer enrollment in the DASP and manage communications with newcomers seeking enrollment and participating in the program, as well as providing food and personal items assistance to newcomers, citywide.

### 6. City Attorney assigned to this request (if applicable): Attorney not yet assigned

### 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:** (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):  
Standard Expenditure > \$500K

**Vendor/Contractor Name (including any dba's):** Haven of Hope

**Contract control number (legacy and new):** SOCSV-202474739-00

**Location:** Citywide

**Is this a new contract?** ☒ Yes ☐ No **Is this an Amendment?** ☐ Yes ☒ No **If yes, how many?** \_\_N/A\_\_

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

Proposed Contract: SOCSV-202474739-00 Jaggaer: 08/01/2024 through 07/31/2025

**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>
(A)	(B)	(A+B)
\$6,049,292	N/A	\$6,049,292

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
08/01/2024 – 07/31/2025	N/A	N/A

### Scope of work:

Haven of Hope shall administer enrollment in the DASP and communication with newcomers. This includes identifying eligible newcomers, creating an enrollment process, managing a waitlist, tracking and managing DASP enrollment data, collaborating with other DASP service administrators to connect newcomers with rental, food and personal items assistance.

Haven of Hope shall also provide food and personal item assistance including the provision of food or cash assistance in regular intervals to DASP enrollees, develop guidelines for usage of cash assistance for food and personal items, and assist newcomers with strategies for developing food security over time. Additionally, DASP participants and newcomers on the waitlist may access other Haven of Hope resources on site as planned for and contemplated in the scope of work, further connecting newcomers to resources and community organizations which may help them achieve their goals and settle in to Denver as new residents.

**Was this contractor selected by competitive process?** Yes **If not, why not?** N/A

**Has this contractor provided these services to the City before?** ☐ Yes ☒ No

**Source of funds:** Border Crisis Response Fund (Fund number 13809)

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

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

---

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

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

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

**Who are the subcontractors to this contract? N/A**

---

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

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

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