

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **9:00a.m. on Friday**. Contact the Mayor’s Legislative team with questions

Date of Request: 1/22/2024

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.)

Amends an agreement with Habitat for Humanity of Metro Denver Inc. to extend the term to June 30, 2024 to allow for the completion of scope of work and confirmation that the last unit has been sold to a qualified low-income homeowner. (HOST-202472113-02).

3. Requesting Agency: Department of Housing Stability

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Autumn Buehler	Name: Christopher Lowell
Email: autumn.buehler@denvergov.org	Email: christopher.lowell@denvergov.org

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

This request is for a Second Amendment to the grant agreement for Habitat for Humanity of Metro Denver Inc. to extend the term to June 30, 2024. The current term of the grant agreement expired April 30, 2023 and is only allowed to be changed in the same manner as the agreement, not by written approval from HOST through a drawdown deadline extension. Habitat for Humanity of Metro Denver Inc. had a cause for delay in processing the final unit to complete the scope of work within the period of performance due to a staffing change. The Second Amendment gives HOST’s Executive Director authorization to execute documents necessary to complete the transaction.

The grant on the above project closed May 27, 2020 with Habitat for Humanity of Metro Denver Inc. The funds were used to finance costs related to the acquisition of ten (10) detached or attached single family units within the City and County of Denver to be sold to low/moderate income households at 80% AMI. On June 7, 2022, an additional \$970,000 in Affordable Housing Funds were granted to finance costs related to the acquisition of fourteen (14) additional detached or attached single family units to be sold to low/moderate income households at 80% AMI.

- a. Contract Control Number:** HOST-202472113-02 / HOST-202053865-01
- b. Duration:** May 27, 2020 – April 30, 2023; extended to complete the scope of work to June 30, 2024
- c. Location:** Various
- d. Affected Council District:** Citywide
- e. Benefits:** Affordable Homeownership
- f. Costs:** None

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

6. City Attorney assigned to this request (if applicable): Eliot Schaefer

7. City Council District: Citywide

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

Key Contract Terms

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

Vendor/Contractor Name: Habitat for Humanity of Metro Denver Inc.

Contract control number: HOST-202472113-02

Location:

7535 E Hampden Ave., Ste. 600, Denver, CO 80217

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):

Existing: May 27, 2020 – April 30, 2023

Amended: May 27, 2020 – June 30, 2024

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)
\$1,455,000	\$0	\$1,455,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
May 27, 2020 – April 30, 2023	15 Months	June 30, 2024

Scope of work:

- Amends an agreement with Habitat for Humanity of Metro Denver Inc. to extend the term to June 30, 2024 to allow for the completion of scope of work and confirmation that the last unit has been sold to a qualified low-income homeowner.

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

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

Source of funds: Affordable Housing Fund

Is this contract subject to: W/MBE DBE SBE XO101 ACDDBE 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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