

## 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

**Please mark one:**  Bill Request      or       Resolution Request

**Date of Request:** 1/7/2025

**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

**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 The Reciprocity Collective for \$723,740.80 with an end date of 12-31-25 to provide case management, participant support, and program development for the Roads to Recovery program, citywide (ENVHL-202477395).

**3. Requesting Agency:** Denver Department of Public Health & Environment (DDPHE)

**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: Marion Rorke	Name: Elise Matatall
Email: Marion.Rorke@denvergov.org	Email: Elise.Matatall@denvergov.org

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

The Reciprocity Collective will be granted funds to support the Roads to Recovery (R2R) program in the following ways:

- Provision of ongoing case management for R2R participants and transition planning for case management past 2025,
- Provision of peer support for select R2R participants,
- Program development, coaching, and support to DDPHE staff to assist in fully transitioning all case management after 2025, and
- Facilitate placements and payments for basic needs, treatment, and stability services.

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

**7. City Council District:** All

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

### Key Contract Terms

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

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

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

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

**Vendor/Contractor Name (including any dba's):** The Reciprocity Collective

**Contract control number (legacy and new): insert when available**

ENVHL-202477395-00 (Legacy Contract Number)

**Location:** Citywide

**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):**

1/1/25-12/31/25

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

New Contract

<b>Current Contract Amount (A)</b>	<b>Additional Funds (B)</b>	<b>Total Contract Amount (A+B)</b>
\$723,740.80	n/a	\$723,740.80
<b>Current Contract Term</b>	<b>Added Time</b>	<b>New Ending Date</b>
1/1/25	n/a	12/31/25

**Scope of work:**

Case management includes the following activities:

- Introduction of the vision of R2R and co-creation of goal planning with participants
- Triaging of needs, discuss options and available resources, address immediate needs including safe housing/sheltering,
- Provision of motivational interviewing to support participant in reaching recovery or stability goals,
- Provision of connections to services based on individual needs including making introduction, setting up intake meetings, providing ongoing communication to ensure access occurs, and accompaniment with participant to meetings or intakes as needed,
- Provision of transportation for program participants,
- Regular meetings and communication with participants to coach, track progress, and plan for next steps, and
- Coordinate with partners who are involved with R2R and specific R2R participants to ensure service follow through.

Reciprocity Collective will:

- Process new intakes per guidance from DDPHE and R2R leadership,
- Ensure all documentation in city case management system is completed in a timely manner,
  - Ideally within 2 working days of an encounter, but at minimum before the start of a new work week.
- Provide updates on participants and request support as needed to assist moving participants along the stages of change and into treatment or other stability services,
- Maintain internal list of participants assigned to the Reciprocity Collective, including those that are “active” and “inactive,”
- Provide DDPHE with regular updates on current capacity and challenges, and
- Provide DDPHE with information on who to contact when the program manager is out of office, and
- Ensure all staff working on R2R follow city protocols and complete trainings related to accessing city systems.

**Was this contractor selected by competitive process?** No. **If not, why not?**

This contract is being executed using professional services bid exemption.

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

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

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

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

Source of funds: DDPHE General Fund & Denver Opioid Abatement Grant 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

---

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

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

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