

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

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

Date of Request: 10/11/2023

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 existing contract with The St. Francis Center (SFC) through contract control number HOST-202370658-01 (HOST-202057238) to extend the term of services by one (1) year through December 31, 2024 and provides additional funding of \$1,342,000.00 for a contract total of \$4,261,000.00. Amendment will provide funding for the operational and programmatic support of SFC's day shelter and Rapid Resolution services.

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: Israel Cruz	Name: Christopher Lowell
Email: israel.cruz@denvergov.org	Email: christopher.lowell@denvergov.org

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

Amendment will extend the term of the existing 3-year contract by one (1) year and will provide additional funding for 2023 (\$369,000.00) and \$973,000.00 for 2024, for a new contract total of \$4,261,000.00. This contract provides funding to support the operational and programmatic activities of SFC's Day Shelter and Rapid Resolution services.

Day Shelter services include, but are not limited to:

- Providing a safe, peaceful, and clean shelter environment,
- mail delivery services,
- storage of personal belongings,
- telephone access,
- a clothing bank,
- and shower facilities.

Rapid Resolution programmatic activities include:

- landlord and family mediation,
- reunification/relocation,
- transportation assistance,
- employment support,
- minor medical expenses,
- childcare,
- limited rental assistance,
- and other direct client supports in services that ensure clients are equipped to exit to permanent and stable housing.

This contract will provide funding for 14.25 full-time and part-time positions for the rest of 2023. In 2024, this contract will fund 10 full-time and part-time positions, consisting of 3.5 FT/PT employees working on case management and Rapid Resolution, and

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6 employees supporting the operations of the Day Shelter. Reporting expectations include Quarterly Reports (qualitative narratives), HMIS reporting of outcomes and services provided to individuals, and participation in Quarterly Site Visits.

- a. **Contract Control Number:** HOST-202370658-01
- b. **Duration:** 1/1/2021 to 12/31/2024
- c. **Location:** Denver, CO
- d. **Affected Council District:** All Districts
- e. **Benefits:** Provides Day Shelter and Rapid Resolution services to persons experiencing services (PEH).
- f. **Costs:** \$1,342,000.00

6. **City Attorney assigned to this request (if applicable):** Johna Varty

7. **City Council District:** All

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

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 St. Francis Center

Contract control number: HOST-202370658-01

Location: 2323 Curtis Street, Denver, CO 80205

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 1

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

Original Agreement: HOST-202057238 (01/01/2021 -12/31/2023)
1st Amendment: HOST-202370658-01 (01/01/2021 – 12/31/2024)

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)
\$2,919,000.00	\$1,342,000.00	\$4,261,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021 -12/31/2023	12 months	12/31/2024

Scope of work:

SERVICES DESCRIPTION

- A. Rapid Resolution Assistance
 - a. SFC will identify potential clients of Rapid Resolution services both within their existing locations and at other congregant or non-congregant shelter providers.
 - b. SFC will provide assistance for clients experiencing literal or episodic homelessness typically within one (1) month of their present experience of homelessness.
 - c. Assistance delivered will be oriented to navigating clients back to stable housing within two (2) weeks from program enrollment. Assistance may include but is not limited to: Landlord/family mediation, reunification/relocation, transportation assistance, employment support, minor medical expenses, childcare, limited rental assistance, and other direct client supports in service of this navigation.
 - i. Approximately 225 unique households will be served during the 2024 calendar year.

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- B. Day Shelter Services
 - a. SFC will provide people experiencing homelessness access to safe, peaceful, and clean shelter in a respectful environment where they can meet their basic needs and access effective and supportive services to work towards housing.
 - b. SFC will provide, or coordinate for, on-site general delivery mail, personal-belongings storage, telephone access, clothing bank, and shower facilities.
 - c. Approximately 8,500 unique households will be served during the 2024 calendar year.
- C. Case Management/Assistance
 - a. SFC will help clients seek, apply for, and obtain housing. Assistance priority may be given based on higher vulnerability.
 - b. SFC will assist clients to locate family members and provide funds for transportation when family members are able to provide housing.
 - c. SFC staff and/or qualified staff from partner organizations will help clients access:
 - i. i. benefits such as disability income, food assistance, and Medicaid.
 - ii. behavioral health counseling and crisis intervention services.
 - iii. on-site/off-site health services, including physician-level care, a pharmacy, and referrals for tests, x-rays, Magnetic Resonance Imaging (MRIs).
 - iv. employment services including resumes writing, practice

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: Homelessness Resolution Fund

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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