

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **9:00am on Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 09/28/2023

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-202370268-01 (HOST-202157239), to extend the term of services two years through December 31st, 2025 and add an additional \$430,490 for a contract total of \$1,076,225, to support operational support of storage services for people experiencing homelessness.

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: Chris 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:

The St. Francis Center (SFC) will provide storage services to persons experiencing homelessness at 2314 N Broadway in Denver, CO. Lockers will be accessible according to a schedule in agreement with the Lyall et al. settlement stakeholders including the City and County of Denver. The storage facility shall be open 6:00 a.m. – 8:30 a.m. on Monday, Tuesday, Wednesday, and Friday; and 12:00 p.m. – 6:00 p.m. on Thursdays.

- a. **Contract Control Number:** HOST-202370268-01
- b. **Duration:** 1/1/2024 to 12/31/2025
- c. **Location:** Denver, CO
- d. **Affected Council District:** All Districts
- e. **Benefits:** Provides storage services for people experiencing homelessness.
- f. **Costs:** \$430,490.00

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****

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):

Professional Services > \$500K

Vendor/Contractor Name: The St. Francis Center

Contract control number: HOST-202370268-01 (HOST-202157239)

Location: 2323 Curtis St 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-202157239 01/01/2021 – 12/31/2023
 1st Amendment: HOST-202370268-01 01/01/2021 – 12/31/2025

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)
\$645,735.00	\$430,490.00	\$1,076,225.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021-12/31/2023	24 months	12/31/2025

Scope of work:

SERVICES DESCRIPTION

A. Storage services

1. SFC will assign and program 200 individually locked containers for use by persons experiencing homelessness located at 2314 N Broadway in Denver, CO. SFC will manage access to lockers, oversight of locker usage, and day-to-day operations at the facility.
2. Lockers will be accessible according to a schedule agreeable with the Lyall et al. settlement stakeholders including the City and County of Denver.
 - i. The storage facility shall be open 6:00 a.m. – 8:30 a.m. on Monday, Tuesday, Wednesday, and Friday; and 12:00 p.m. – 6:00 p.m. on Thursdays.
 - ii. If the hours should be changed due to a lack of use or due to a public health or safety risk, SFC shall document the reason for its decision and discuss the reasons for any reduction/change in hours with HOST and attend an Advisory Group meeting to solicit input prior to making any final determination regarding the hours of operation for the storage facility.

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: General 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

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