

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: **5/28/2025**

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 a service agreement with Bayaud Works, LLC to add \$600,000.00 for a new total of \$3,255,000.00 to continue providing shelter operations and staffing support at emergency shelters during inclement weather events. No change to service agreement length, citywide (HOST-202158828/HOST-202579804-05).

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: Polly Kyle
Email: israel.cruz@denvergov.org	Email: polly.kyle@denvergov.org

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

Bayaud Works, LLC will provide emergency shelter operation support and staffing during inclement weather events. Services include but are not limited to: 24/7 around the clock operations of temporary emergency shelter activation, staffing support, food services, janitorial/custodial services, and unarmed security guard services for all activated emergency shelter locations.

6. City Attorney assigned to this request (if applicable): Gabrielle Corica

7. City Council District: Citywide

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: Bayaud Works, LLC

Contract control number: HOST-202579804-05

Location: 333 West Bayaud Avenue, Denver, CO 80223

Is this a new contract? ☐ Yes ☒ No Is this an Amendment? ☒ Yes ☐ No If yes, how many? 5

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

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

HOST-202158828 (10/01/2021 – 12/31/2022)
 HOST-202261989-01 (10/01/2021 – 12/31/2022)
 HOST-202265610-02 (10/01/2021 – 12/31/2023)
 HOST-202370906-03 (10/01/2021 – 12/31/2024)
 HOST-202477375-04 (10/01/2021 – 03/31/2026)
 HOST-202579804-05 (10/01/2021 – 03/31/2026)

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)
\$2,655,000.00	\$600,000.00	\$3,255,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
10/01/2021-03/31/2026	-	-

Scope of work:**Shelter Operations Support:**

- Bayaud Works will participate in shelter operations support as directed by HOST, which may include:
 - 24/7 around the clock operations of temporary emergency shelter activation due to inclement weather, congregate emergency shelters, and supporting operations at other mutually agreed sites.
 - Emergency Shelter Operation sites will be determined by HOST.
 - HOST will provide a minimum of 24-hour notice, when feasible.
- Bayaud Works support may include:
 - Shelter site set-up and tear down.
 - Shelter staffing to include:
 - Project Manager
 - Shelter Leads
 - Certified Fire Watch Staff
 - Shelter Operations Staff
 - Janitorial and biohazard clean-up
 - Unarmed Security Guards
- Bayaud Works staff duties include securing doors, serving food, bed checks, bag and tag of personal items left by guests, distribution of personal laundry, cleaning of common areas, guest check in, and any other tasks needed to run facilities.
- Bayaud Works will provide HOST an accurate daily count of emergency shelter utilization in the form of an electronic consolidated shelter-guest log.
 - Information collected includes, but is not limited to, shelter guest demographic and personal identifiable information,
 - HOST will provide necessary templates and methods of collecting information,
 - Bayaud Works may be assigned other crisis response support duties as needed.
- Bayaud Works may supply shelter items as needed, including food for staff unable to leave shelter premises.
- Bayaud Works will have all payroll/expenses coded to the location worked for any cold weather shelter site and all invoice expense items will reflect the cold weather shelter locations worked for that event.

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: 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

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Who are the subcontractors to this contract? N/A

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