ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday.** Contact the Mayor's Legislative team with questions

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Date of Request: 1/30/2026

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

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: Amends a contract with Base Tactical Disaster Recover, Inc. to add $728,750.00 for a new total of $2,754,392.00 and one year for a new end date of 1-31-2027, with one option to renew for an additional year, to cover costs associated with administration of the City and County of Denver's funding from the Federal Emergency Management Agency (FEMA), citywide (FINAN-202472728-00/ FINAN-202476142-01/FINAN-202582589).

3. Requesting Agency: Department of Finance

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: Justin Sykes	Name: Carolina Flores
Email: Justin.Sykes@denvergov.org	Email: Carolina.Flores@denvergov.org

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

Base Tactical Disaster Recovery, Inc. (Base Tactical) assists the City with the management of funding related to FEMA. Services provided are primarily related to COVID-19 grant assistance for which the City is continuing to seek reimbursement. Several FEMA COVID-19 projects remain under review and are likely to continue to be for at least the next year. Work on the FEMA public assistance grant performed by Base Tactical is reimbursed by FEMA as allowable management costs.

6. City Attorney assigned to this request (if applicable): Laurie Heydman

7. City Council District: Citywide

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

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): Amendatory Agreement

Vendor/Contractor Name (including any dba's): Base Tactical Disaster Recovery, Inc.

Contract control number (legacy and new): FINAN-202472728-00/ FINAN-202476142-01/FINAN-202582589

Location: Citywide

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): Current contract term is February 1, 2024 to January 31, 2026. The amendment will extend the current term to January 31, 2027 with the option to renew for one additional year.

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$2,025,642.00	$728,750	$2,754,392

Current Contract Term	*Added Time*	*New Ending Date*
02/01/2024-01/31/2026	1 year	1/31/2027

Scope of work:

At the direction of and in coordination with the City and County of Denver's Department of Finance, Contractor shall provide grant management and technical support services related to FEMA COVID-19 Public Assistance and, as requested by the City, other federal grant programs, including the following:

- Grant oversight, program management, and strategy development and implementation
- Eligibility determinations, reporting support, and technical review of reporting
- Financial compliance support, grant reconciliation, and documentation management in accordance with applicable federal requirements
- Preparation and submission of reimbursement requests, grant closeout support, and audit-ready documentation packages
- Technical and advisory support for appeals, arbitration, or other dispute resolution processes related to denied or reduced reimbursement requests

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: FEMA grant reimbursement

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:

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