

## 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: 12/11/2025

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:** (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 St. Francis Center to add \$215,245.00 for a new total of \$1,291,470.00 and adding twelve months for a new end date of 12-31-2026 to provide operational support of storage services for people experiencing homelessness, citywide (HOST-202057239/HOST-202582535-02).

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: <a href="mailto:israel.cruz@denvergov.org">israel.cruz@denvergov.org</a>	Email: <a href="mailto:Polly.Kyle@denvergov.org">Polly.Kyle@denvergov.org</a>

### 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. 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 Monday, Tuesday, Thursday, and Friday (8 a.m. – 11:30 a.m. and 12:30 p.m. – 3:45 p.m.) and Wednesday (8:00 a.m. – 11:30 a.m. and 12:30 p.m. – 1:00 p.m.).

6. **City Attorney assigned to this request (if applicable):** Ubaldo Fernandez

7. **City Council District:** All

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

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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:** St. Francis Center

**Contract control number:** HOST-202582535-02

**Location:** 2323 Curtis St., Denver, CO 80205

**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):**

HOST-202057239 01/01/2021 – 12/31/2023

HOST-202370268-01 01/01/2021 – 12/31/2025

HOST-202582535-02 01/01/2021 – 12/31/2026

**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)
\$1,076,225	\$215,245	\$1,291,470

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021-12/31/2025	12 months	12/31/2026

### Scope of work:

#### SERVICES DESCRIPTION

- A. SFC will assign and program 200 individually locked containers for use by persons experiencing homelessness.
- B. SFC shall be responsible for managing access to the lockers, overseeing locker usage, and conducting the day-to-day operations of the facility.
- C. Lockers shall be made accessible pursuant to a schedule established in accordance with the Lyall et al. v. City of Denver settlement agreement, and in consultation with relevant stakeholders, including the City and County of Denver.
  - a. The storage facility shall be open the following hours, unless the hours are changed pursuant to this Agreement:
    - i. 8:00 a.m. – 11:30 a.m. and 12:30pm – 3:45pm on Monday, Tuesday, Thursday, and Friday
    - ii. 8:00 a.m. – 11:30 a.m. and 12:30pm – 1:00pm on Wednesday.
  - b. The lockers shall be located at 2314 N Broadway, Denver, CO 80205, unless the location is changed pursuant to this Agreement.
  - c. If the hours should be changed, SFC shall document the reason for its decision and discuss the reasons for any reduction and/or change in hours with HOST.
  - d. If the location of the lockers should be changed, SFC shall document the reason for its decision and discuss the reasons for any change with HOST.
  - e. SFC shall also attend an Advisory Group meeting to solicit input prior to making any final determination concerning the hours of operation or location 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:** 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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