ORDINANCE/RESOLUTION REQUEST
Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9:00a.m. on Friday.** Contact the Mayor's Legislative team with questions

Date of Request: 10/17/24

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 <u>name of company or contractor</u> and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request**,** etc.)

Amends existing contract with Central Student Transportation ("CST") by adding $850,000.00 and extending the term by one (1) year, with a new end date of 12/31/2025 (HOST-202476492-03) and contract total of $2,050,000.00. Amendment will fund the continuation of transportation services for individuals 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: 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:

Central Student Transportation ("CST") provides transportation services for individuals experiencing homelessness. Transportation routes are available to riders from 8:30am to 3:30pm Monday through Fridays ("Circular Route"), during inclement weather events, and as part of other street outreach or housing related efforts. Reporting expectations include monthly tracking of riders per trip, riders utilizing each stop, departure, and arrival times. CST and HOST also meet monthly to discuss success and challenges.

    a. **Contract Control Number:** HOST-202476492
    b. **Duration:** 01/01/2025 to 12/31/2025
    c. **Location:** Denver, CO
    d. **Affected Council District:** All Districts
    e. **Benefits**: Provides transportation services for migrants and persons experiencing homelessness.
    f. **Costs**: $850,000.00

6. City Attorney assigned to this request (if applicable): Johna Varty and Eliot Schaefer

7. City Council District: All

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

8. ****<u>For all contracts,</u> 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: Central Student Transportation

Contract control number: HOST-202476492

Location: 3975 E. 56th Avenue, Unit 20A, Commerce City, CO 80222

Is this a new contract? ☐ **Yes**   ☒ **No**   **Is this an Amendment?** ☒ **Yes** ☐ **No If yes, how many?** __3___

Contract Term/Duration (for amended contracts, include <u>existing</u> term dates and <u>amended</u> dates):
- Original Agreement: HOST-202265250   (01/01/2023 – 12/31/2023)
- 1st Amendment: HOST-202266214-01   (01/01/2023 – 12/31/2023)
- 2nd Amendment: HOST-202371017-02   (01/01/2023 – 12/31/2024)
- 3rd Amendment: HOST-202476492-03   (01/01/2023 – 12/31/2025)

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$1,200,000.00	$850,000.00	$2,050,000.00

Current Contract Term	*Added Time*	*New Ending Date*
01/01/2024 – 12/31/2024	12 months	12/31/2025

Scope of work:
SERVICES DESCRIPTION
- A.   CST will provide bus transportation to individuals experiencing homelessness Monday thru Friday (or as specified by HOST) through the term of this contract using transit buses.
- B.   Service Area: Designated origin and end transit stops generally located within five (5) miles from central downtown Denver between 8:30 a.m. and 5:30 p.m. but may be expanded based on service coverage demands as determined by HOST. Starting locations are in central downtown Denver and ending locations are in the vicinity of I-70 and Colorado Boulevard.
- C.   Primary transportation services include but are not limited to:
    1.   A "Circular Route" to provide system-wide transportation services between shelters.
    2.   "Newcomers" transportations services as part of existing or emerging city-wide responses.
    3.   Inclement weather transportation services.
    4.   Other transportation services as determined by HOST related to street outreach or housing efforts.
- D.   Accessibility: CST will provide ADA accessible vehicles for individuals in wheelchairs or with other mobility impairments.
- E.   Capacity: Transportation will allow for approximately 150 people during the time frames specified for the circular route and ridership demand for other services.
- F.   Safety: All buses will have a camera and audio to monitor activities on the bus.
- G.   CST must have a contingency plan that includes notification to HOST management, shelter locations and clientele if they cannot run routes and/or individual buses and if routes and/or individual buses are running late.

Was this contractor selected by competitive process? Yes   **If not, why not?**

Has this contractor provided these services to the City before? ☒ **Yes** ☐ **No**

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____   Date Entered: _____

Revised 7/15/2024

Source of funds: General Fund, Homelessness Resolution Funds, and Border Crisis Response

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