

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

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

Date of Request: **05/27/22**

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 an agreement with The Community Firm to provide eviction legal assistance by adding \$600,000 for a new total of \$984,000 and 17 months for a new end date of 12/31/2023 (HOST-202262295-01).

3. Requesting Agency: Department of Housing Stability

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Melissa Thate	Name: Jack Wylie
Email: melissa.thate@denvergov.org	Email: jack.wylie@denvergov.org

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

This amendment adds \$600,000 to an agreement with The Community Firm to provide eviction legal assistance to eligible households in the City and County of Denver. The Community Firm will provide free eviction prevention-related advice, free eviction legal defense, and other free eviction prevention services to eligible residents at or below 80% of the area median income (AMI). This \$984,000 contract is expected to serve approximately 1,110 households.

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

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):
Grant agreement

Vendor/Contractor Name: The Community Firm

Contract control number: HOST-202262295-01

Location: 410 Acoma St., #311, Denver, CO 80204

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):

Existing: August 1, 2021 through July 31, 2022

Amended: August 1, 2021 through December 31, 2023

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>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$384,000	\$600,000	\$984,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
8/1/2021-7/31/2022	17 months	12/31/2023

Scope of work:

The Community Firm will provide free eviction prevention-related advice, free eviction legal defense, and other free eviction prevention services to eligible residents at or below 80% of the area median income (AMI) in the City and County of Denver facing eviction.

Was this contractor selected by competitive process? Yes

If not, why not?

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

Source of funds: Coronavirus Special Revenue Funds; American Rescue Plan Act

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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Date Entered: _____