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:11/7/2022

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.)

Approves the services agreement between the City and County of Denver and Pennrose Holdings, LLC in the amount of $1,260,000, under contract control number HOST-202265483.

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: Jennifer Balkcom	Name: Sabrina Allie and Derek Woodbury for Mayor-Council
Email: Jennifer.Balkcom@denvergov.org	Email: sabrina.allie@denvergov.org and derek.woodbury@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:
The purpose of the contract is to establish an agreement and scope of services between the Department of Housing Stability ("HOST") and Pennrose Holdings, LLC (the "Contractor"). This contract will provide for a supportive housing services reserve for 56 chronically homeless transition-aged youth in Denver at 2700 Wewatta.

HOST is requesting $1,260,000.00 for supportive services funding in a grant, which includes $225,000 from a partnership with Denver Human Services. The use of the funds as detailed in an annual report will be reviewed to verify that the funds are used for eligible costs as defined in 24 C.F.R. Sec. 578.53 and will be reviewed for consistency with the approved budget. The total amount will be set-aside in a City reserve fund.

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

7. City Council District:
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8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

Type of Contract: (e.g. Professional Services > $500K; IGA/Grant Agreement, Sale or Lease of Real Property): Professional Services >$500k

Vendor/Contractor Name:
Pennrose Holdings, LLC

Contract control number:
HOST-202265483 (Services Agreement)

Location:
2700 Wewatta Way, Denver, CO 80216

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
January 1, 2024 - December 31, 2039

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$1,260,000	N/A	$1,260,000

Current Contract Term	*Added Time*	*New Ending Date*
Jan. 1, 2024		Dec. 31, 2039

Scope of work:
Roles and Responsibilities for both parties:

- Contractor will deliver supportive housing for 56 eligible participants.
- Contractor will provide supportive services to eligible participants to assist such individuals or households with maintaining housing.
- City will provide timely review and response to received reports.
- City will provide timely response to draws for funding.

Supportive Housing Requirements:
Supportive Housing Requirements: All 56 units in the subject property will be supportive housing units. Furthermore, provision of supportive services is expected for all the 56 supportive housing units. At all times, a minimum of 50% of all tenants residing in the supportive housing units must be sourced through OneHome, the regional coordinated entry system maintained by the City and County of Denver. Of the remaining units, 10 units will be referred through the Denver Chafee Program (Denver Human Services). Participants referred through the Denver Chafee Program are eligible for housing and services. Pennrose, LLC shall help facilitate the application process after a youth has been recommended by the Denver Chafee Independent Living Program Manager (ILPM).
Contractor Requirements:

- Outcomes and HMIS Reporting: Contractor must report all necessary data and information in the Homeless Management Information System ("HMIS").
- Commitment to Quality: The Contractor is required to commit to the provision of high-quality supportive housing.
- Supportive Services Standards: Contractor must have a staff-to-client ratio of no less than one (1) staff person to every fifteen (15) supportive housing units. Staff must have the relevant education and experience needed to implement supportive services.

To be completed by Mayor's Legislative Team:

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Was this contractor selected by competitive process? N/A **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

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

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