

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

Date of Request: 10/4/2024 _____

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.)

Approves a contract with Village Exchange Center for a contract maximum of \$800,511 and a contract term from August 1, 2024 through July 31, 2025 to facilitate physical food distribution to newcomers and food delivery to eligible participants in the Denver Asylum Seeker Program (DASP). (Contract Control Number SOCSV-202475677)

3. **Requesting Agency:** Denver Human Services

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: Sarah Plastino, Joshua Posner	Name: Crystal Porter, Jenny Symons
Email: sarah.plastino@denvergov.org ; joshua.posner@denvergov.org	Email: crystal.porter@denvergov.org , jenny.symons@denvergov.org

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

In December 2022, Denver began experiencing a significant influx in the number of newly arriving immigrants and asylum seekers. To avoid a humanitarian crisis, the City and County of Denver (City) activated several emergency shelters and services. Throughout 2023 and into 2024, Denver has experienced a continued and fluctuating flow of new arrivals. Some of these new arrivals desire to move onward to other destinations, while others wish to stay in Denver as newcomers to the City. Since December 2022, the City and County of Denver has welcomed over 40,000 newcomers to the United States.

Recognizing the benefits of supplemental food access for newcomers to the Denver community, the City has identified a contractor to provide tangible food items and food delivery services to newcomers. Services in this agreement include on-site tangible food item pick up by newcomers and DASP enrollees, and food delivery to eligible DASP participants with physical or medical restrictions who are unable to travel to the pick-up site.

6. **City Attorney assigned to this request (if applicable):** Attorney not yet assigned

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):

Vendor/Contractor Name (including any dba's): Village Exchange Center

Contract control number (legacy and new): SOCSV-202475677

Location: Citywide

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): 08/01/2024-07/31/2025

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)
\$800,511	N/A	\$800,511

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
08/01/2024 – 07/31/2025	N/A	N/A

Scope of work:

Village Exchange Center shall provide tangible food items to newcomers through food pantry distribution and food delivery. Services in this agreement include provision of adequate food assistance to newcomers based on family size, administering food assistance in regular intervals, no less frequently than bi-weekly for fresh food, administering food assistance in a manner accessible to the newcomer, including through food pantry distribution and food delivery services, and providing newcomers with flexibility in the manner of receipt of assistance and variety of food items. Food delivery is available upon request for DASP enrollees who have a disability, significant medical need or medical condition, or other identified barrier in their household which prohibits them from traveling for services. These services will help newcomers find stability as they adjust to a new life in the United States.

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: Border Crisis Response Fund (Fund number 13809)

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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