# ORDINANCE/RESOLUTION REQUEST

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

**Date of Request: 1/28/25**

**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 agreement with Volunteers of America Colorado Branch for $1,377,000.00 with an annual budget of $459,000.00 from 01-01-2025 through 12-31-2027 for the Shelter into Rapid Rehousing Program that will provide rental assistance using a Rapid Rehousing model and wrap around support services to literally homeless households who are active in HOST-funded emergency shelter, citywide (HOST-202477505).

**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: Midori Higa | Name: Christopher Lowell |
| Email: midori.higa@denvergov.org | Email: christopher.lowell@denvergov.org |

**5. General description or background of proposed request. Attach executive summary if more space needed:**
This Rapid Rehousing program provides crucial housing assistance and support to households who are experiencing literal homelessness and are staying in a HOST-funded emergency shelter. In this program, households will receive housing navigation, deposit and first month's rent assistance, tiered rental assistance and case management support to provide long term housing stability.

**6. City Attorney assigned to this request (if applicable):** Johna Varty

**7. City Council District:** Citywide

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

*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:** Volunteers of America Colorado Branch

**Contract control number:** HOST-202477505

**Location:** 2660 Larimer Street, Denver CO 80205

**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):**
HOST-202477505: 1/1/25-12/31/27

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

| *Current Contract Amount* *(A)* | *Additional Funds* *(B)* | *Total Contract Amount* *(A+B)* |
|---|---|---|
| $1,377,000 | N/A | $1,377,000 |

| *Current Contract Term* | *Added Time* | *New Ending Date* |
|---|---|---|
| 1/1/2025 – 12/31/2027 | N/A | N/A |

**Scope of work:**

A. Housing Search and Placement (in accompaniment with the client participant) activities include, but are not limited to:
   a. Assistance with obtaining vital documents required for applications and the lease.
   b. Obtaining housing
   c. understanding leases by attending a signing with the participant and landlord to answer any questions or provide clarity as needed.
   d. Explaining tenant rights
   e. Explaining tenant obligations
   f. Identifying housing opportunities that fit client needs and resources and schedule apartment tours before applying.
   g. Maintain strong landlord partnerships and create new ones.
   h. Transportation to and from any appointments.

B. Move-in assistance and rental assistance:
   a. financial assistance for rent, application fees, utilities, deposits and moving expenses.
   b. Provide client with necessary move in items such as: furniture, cleaning supplies, kitchen items, and other items to outfit the apartment.

C. Case Management: will first focus on housing stability and building connections to obtain and retain permanent housing. This can be focused on by creating a progressive budgeting model that includes graduated rent plans built with the participant. Case Management will also provide support with referrals or applications, per client choice to:
   a. Mental health care
   b. Physical health care
   c. Transportation
   d. Food bank resources

D. Employment and Benefits acquisition:

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*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: _____ Date Entered: _____

a. Applying and enrolling in eligible cash and non-cash benefits
b. Financial literacy
c. Obtaining and/or increasing income from employment
d. Referrals to employment stills trainings.

**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:** 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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