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: 09/10/2025

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 X** ☐ **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 service agreement with Catholic Charities & Community Services of the Archdiocese of Denver (Catholic Charities) for $1,399,180.00 with an end date of 12-31-2026 to operate and provide programmatic services at the Holy Rosary (Samaritan House), an overnight, low-barrier emergency shelter, in Council District 9 (HOST-202581257).

3. Requesting Agency: HOST

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: Patrick Casey	Name: Polly Kyle
Email: patrick.casey@denvergov.org	Email: Polly.Kyle@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:
(Who, what, why)

Catholic Charities will operate and provide programmatic services at the Holy Rosary (Samaritan House - 2301 Lawrence St), an overnight only, low-barrier, emergency shelter. A minimum of 40 shelter beds will be provided. Operational services include: essential bedding for shelter guests, meals (breakfast and dinner), Homeless Management Information System (HMIS) enrollment, and client support. These services will be provided directly by Catholic Charities or in coordination with HOST and/or its partners.

6. City Attorney assigned to this request (if applicable): Ubaldo Fernandez

7. City Council District: District 9

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): Professional Services > $500K

Vendor/Contractor Name (including any dba's): Catholic Charities & Community Services of the Archdiocese of Denver

Contract control number (legacy and new): HOST-202581257

Location: 6240 Smith Rd, 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):

- HOST-202581257 01/01/2026 – 12/31/2026

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$1,399,180	N/A	N/A

Current Contract Term	*Added Time*	*New Ending Date*
01/01/2026 – 12/31/2026	N/A	N/A

Scope of work:
SERVICES DESCRIPTION

A. CC will be responsible for adhering to the Shelter Program Standards document to be provided by HOST.
B. Emergency Shelter Operations
   1. CC will adhere to the 2025 Shelter Standards document that HOST will provide.
   2. CC will operate a Women's Shelter identified as the Holy Rosary shelter located at 2301 Lawrence St or at a mutually agreed upon location owned by the City and County of Denver. The shelter will accommodate up to 40 guests, operating overnight hours, seven (7) days per week.
   3. Shelter beds will be allocated 100% "emergency," meaning low-barrier entry, not referral-based and/or qualified entry requiring service engagement.
   4. CC will provide safe, stable, and sanitary shelter services that include basic needs such as meals, snacks, shower access, and shelter.
   5. CC will facilitate secure storage of personal client belongings.
   6. CC and HOST will adhere to the Responsibility Matrix of Facility Related Services in Appendix A.
   7. CC will provide case management, support services, and transition planning into more stable housing opportunities/situations for those guests who choose to engage in these programs.
   8. CC will refer clients that are experiencing drug dependency and seeking support for their drug use to substance abuse groups and detox programs for assistance within the metro Denver area.
   9. CC will provide a range of direct services and referrals to help develop a source of income through employment and/or acquisition of public benefits for those guests who choose to engage in these programs.
C. Severe/Cold Weather Operations-Severe/Cold weather advisory emergency shelters include designated capacities and overflow for each women's emergency shelter, with Severe Weather Operations activating at 35 degrees Fahrenheit or below and around the clock shelter access as needed and allowed by budget.

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

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Resolution/Bill Number: _____ Date Entered: _____

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

Source of funds: General Fund and 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? None

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