

ORDINANCE/RESOLUTION REQUEST

Please mark one: ☐ Bill Request or ☒ Resolution Request Date of Request: June 15, 2020

1. Type of Request:

- ☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment
☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change
☐ Other:

2. Title: Start with an active verb, i.e., **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, or supplemental request.

Approves a \$2,000,000 contract execution with Northeast Denver Housing Center Inc. to operate the Coronavirus Emergency Rental and Utility Assistance Program March 1, 2020 through December 30, 2020.

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: Melissa Thate
Email: Melissa.thate@denvergov.org	Email: Melissa.Thate@denvergov.org

5. General a text description or background of the proposed request, if not included as an executive summary.

☒ See Executive Summary

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

Eliot Schaefer

7. City Council District: Citywide with targeted zip codes: 80203, 80205, 80206, 80207, 80218, 80238, 80239, 80247, 80249, 80010, 80014, 80220, 80222, 80224, 80230, 80231, 80237, 80246

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 0581

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): Grant Agreement greater than \$500,000

Vendor/Contractor Name: Northeast Denver Housing Center Inc.

Contract control number: HOST-202054983

Location: 1735 Gaylord St, Denver, CO 80206-1208

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):

March 1, 2020 through December 30, 2020

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

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$2,000,000		\$2,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
3/1/2020-12/30/2020		

Scope of work:

See Executive Summary.

Was this contractor selected by competitive process? No. Professional advice/preference was approved in accordance with D.R.M.C. Section 20-64(a)(3).

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

Source of funds: Coronavirus Relief Funds

Is this contract subject to: ☐ W/MBE ☐ DBE ☐ SBE ☐ XO101 ☐ ACDBE ☒ N/A

WBE/MBE/DBE commitments (construction, design, DEN concession contracts): N/A

Who are the subcontractors to this contract? N/A

EXECUTIVE SUMMARY

The purpose of this contract agreement is to provide a *Coronavirus Relief Fund Subaward* for \$2,000,000 through the Department of Housing Stability (HOST). These funds will be provided to *Northeast Denver Housing Center Inc. (NDHC)* to be utilized for administration of the Coronavirus Emergency Rental and Utility Assistance Program. NDHC will provide up to six months of housing rental assistance and up to two occurrences of utility assistance to eligible households in the City and County of Denver. The program

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is designed to help residents avoid an eviction and maintain housing stability by assisting low- and moderate-income residents (80% area median income and below) who are experiencing a housing crisis due to the COVID-19 public health emergency. This contract will serve approximately 360 unduplicated households.

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Revised 03/02/18