

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

Please mark one: ☐ Bill Request or ☒ Resolution Request Date of Request: 07/19/2021

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 an agreement with The Community Firm through contract control number HOST 202159612 for \$4,177,531. Purpose is to fund the administration of the Emergency Rental Assistance (ERA) program for a contract term from 7/1/2021-9/30/2022.

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: Elvis Rubio
Email: Melissa.Thate@denvergov.org	Email: Elvis.Rubio@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed: (in this section, please describe what the additional funding will support if it is an amendment)

This agreement creates a \$4,177,531 contract between HOST and The Community Firm to administer the Emergency Rental Assistance (ERA) Program. The ERA program was established and is funded through the United States Department of the Treasury, pursuant to Section 501(a) of Division N of the Consolidated Appropriations Act, 2021. The Community Firm will provide emergency housing rental and utility assistance to eligible households in the City and County of Denver earning up to 80% of the area median income that are unable to pay rent and utilities due to the COVID-19 pandemic. This contract will serve approximately 255 unduplicated households.

- a. **Contract Control Number:** HOST 202159612
- b. **Duration:** 7/1/2021 to 9/30/2022
- c. **Location:** Denver, CO
- d. **Affected Council District:** All Districts
- e. **Benefits:** Provides up 12 months of emergency rental and utility assistance to eligible households experiencing financial hardship.
- f. **Costs:** \$4,177,531

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

7. City Council District: All

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR21 0842

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: The Community Firm

Contract control number: HOST 202159612

Location: 410 Acoma St., #311, Denver, CO 80204

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):
7/1/2021 to 9/30/2022

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>
\$4,177,531		\$4,177,531

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
7/1/2021 to 9/30/2022		

Scope of work:

These funds will be provided to The Community Firm to be utilized for administration of the Emergency Rental Assistance (ERA). The Community Firm will provide up to 12 months of assistance and plus an additional three months if the grantee determines the extra months are needed to ensure housing stability and if grantee funds are available to eligible households in the City and County of Denver. The program 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 unemployment or has experienced a reduction in household income, incurred significant costs, or experienced financial hardship due to COVID-19.

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

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

Source of funds: Emergency Rental Assistance (ERA) Program

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

Executive Summary:

Differences between the Temporary Rental & Utility Assistance (TRUA) program and the Emergency Rental Assistance ERA program below.

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Resolution/Bill Number: RR21 0842

Date Entered: _____

TRUA (CRF) vs ERAP

Criteria	TRUA (CRF)	ERAP
Income Level	80% AMI	80% AMI *Prioritization to 50% AMI
Income Determination	Monthly income at time of application	Total household income for 2020 or monthly income at time of application
Eligibility	Financial hardship due to COVID-19	Qualifies for unemployment or has experienced a reduction in household income, incurred significant costs, or experienced a financial hardship due to COVID-19; Demonstrates a risk of experiencing homelessness or housing instability *Prioritization to households unemployed for more than 90 days
Documentation of Hardship	Self-attestation	Self-attestation
Able to serve residents who are undocumented	Yes	Yes
Able to serve residents who receive other rental subsidies	Yes, but must not be a duplication of benefits	Yes, but must not be a duplication of benefits
Landlord Application on Behalf of Tenant	Landlords may apply to State POP Program	Yes, but tenant must cosign
Direct Payments to Tenants	Payments are made to landlord or utility provider	Yes, but must first make an effort to pay landlord/utility provider.
Assistance type and duration	Up to 6 months of rent; up to 2 occurrences of utilities. Pays arrears and current.	Up to 12 months' rent and utilities; additional 3 months possible (arrears, current, and prospective if arrears paid and with income recertification)
Able to serve residents who receive other rental subsidies	Yes, but must not be a duplication of benefits	Yes, but must not be a duplication of benefits

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Resolution/Bill Number: RR21 0842

Date Entered: _____

Revised 03/02/18