



Legislation Text

File #: 21-0061, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted:** 1-19-21

**Requesting Agency:** Denver Economic Development and Opportunity  
**Division:**

**Subject Matter Expert Name:**

Name: Susan Liehe 720-480-3481 (m)
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**Item Title & Description:**

*(Do not delete the following instructions)  
These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Agreement between the City and County of Denver and Mile High United Way to administer State emergency grant funds to continue and expand Denver's Small Business Emergency Relief Fund in response to the COVID-19 pandemic.**

Approves a contract with Mile High United Way for \$4,501,043 and through 12-31-21 to administer State emergency grant funds to continue and expand Denver's Small Business Emergency Relief Fund in response to the COVID-19 pandemic (OEDEV- 202157370). The last regularly scheduled Council meeting within the 30-day review period is on 2-16-21. Councilmember Flynn approved direct filing this item on 1-21-21.

**Affected Council District(s) or citywide?** Citywide

**Contract Control Number:** OEDEV- 202157370

**Vendor/Contractor Name (including any "DBA"):** Mile High United Way

**Type and Scope of services to be performed:**

This is a new contract that will employ the emergency grant funds to the City & County of Denver from the State of Colorado Department of Local Affairs to bolster and expand economic relief to local businesses in response to COVID-19. The potential for these state funds was defined in a special session the Colorado State Legislature in December. Denver applied for funds on December 29 and was granted approval to receive \$4,501,043 by award letter on January 15.

Because Denver had an existing emergency relief grant program in place with its Small Business Emergency Relief Program (SBERF), the city is basing this new activity on its existing administration through Denver Economic Development & Opportunity (DEDO) and marketing, application intake, application review, and grant awards, including the participation of Mile High United Way as our contracted partner. MHUW will continue to receive a 5% fee for its professional services. New program elements now incorporate State guidelines for the grant eligibility and business application process.

State requirements call for grants to be in the hands of businesses by February 12, 2021. DEDO opened the application process in early January in anticipation of the State funds being awarded, with the caveat that grants were dependent on these State funds. Previous grantees through Denver's SBERF are eligible to apply again in this new round, although because of different State guidelines and criteria, a new application must be initiated.

Given the time urgency and extreme need of the most vulnerable businesses in Denver's economy, Denver's SBERF was originally launched this spring with a mix of city General Fund dollars, some corporate donations, and streams of federal Coronavirus Relief Funds (CRF). As of December 31, 2020, over six rounds of applications, Denver's SBERF has awarded \$12M to more than 2,000 of Denver's smallest businesses. The grants were capped at \$7,500 and were based on demonstrated revenue loss.

The program maintains a very strong commitment to delivery through an equity lens. To support Denver's most vulnerable businesses, the program will continue to prioritize small businesses located in neighborhoods identified by DEDO at most risk of involuntary displacement.

MHUW is consulting with and providing technical assistance to DEDO staff in reviewing the program applications and is also managing the individual financial transactions to disburse the grants to the small businesses awarded.

**Location (if applicable):**

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):**

**Are WBE/MBE/DBE goals met (if applicable)?**

**Is the contract new/a renewal/extension or amendment?**

**Was this contractor selected by competitive process or sole source?**

**For New contracts**

**Term of initial contract:** Through 12-31-21

**Options for Renewal:**

**How many renewals (i.e. up to 2 renewals)?**

**Term of any renewals (i.e. 1 year each):**

**Cost of initial contract term: \$4,501,043**

**Cost of any renewals:**

**Total contract value council is approving if all renewals exercised:**

**For Amendments/Renewals Extensions:**

**Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?**

***If length changing***

**What was the length of the term of the original contract?**

**What is the length of the extension/renewal?**

**What is the revised total term of the contract?**

***If cost changing***

**What was the original value of the entire contract prior to this proposed change?**

**What is the value of the proposed change?**

**What is the new/revised total value including change?**

***If terms changing***

**Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)**