



Legislation Text

File #: 23-0191, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 2-27-2023

**Requesting Agency: Department of Housing Stability
Division:**

**Subject Matter Expert Name: Midori Higa
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Phone Number:**

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 Second Amendatory Agreement between the City and County of Denver and Volunteers of America to continue providing family motel shelter operations and supportive services for the respite program at the VOA Family Motel.

Amends a contract with the Volunteers of America (VOA) Colorado Branch by adding \$304,680 for a new total of \$3,662,680 to continue providing family motel shelter operations and supportive services for the respite program at the VOA Family Motel. No change to contract duration (HOST-202057224/ HOST-202266054-02). The last regularly scheduled Council meeting within the 30-day review period is on 4-3-2023. The Committee approved filing this item at its meeting on 3-1-2023.

Affected Council District(s) or citywide? Citywide

Contract Control Number: HOST-202057224/ HOST-202266054-02

**Vendor/Contractor Name (including any "DBA"): Volunteers of America (VOA)
Colorado Branch**

Type and Scope of services to be performed:

The Volunteers of America (VOA) Family Motel is a renovated motel that has served as an emergency shelter for families and individuals recovering from hospital stays for many years. This program provides not only much needed shelter, but also crucial support to assist households with obtaining permanent or stable housing. Thanks to GO Bond funding, the VOA family motel will be rebuilt, and the program is expected to move into an interim location later this fall while the new facility is constructed.

The respite part of this program, which provides necessary shelter and support to homeless individuals in need of a safe place to recover after a hospital stay, was previously supported by Denver Human Services staff. When HOST was formed, this position was moved from DHS to HOST, and it was decided that it would be more appropriate for this position to transition to the current VOA contract that already provides support to the individuals at the motel. Some of the funding being requested will be used to pay for the salary for the Respite Case Manager who will provide case management to these individuals until the program transitions to its temporary location, at which time, the program will end.

The remainder of this funding will be used to support operations at the interim location for the VOA Family Motel.

Scope of work:

A. Shelter Operations

1. VOA will operate, clean, and maintain a 365-day, 24-hour emergency motel located in the City and County of Denver, with 30 rooms designated for families and 10 for respite guests.
2. Clients shall have access to shelter programming on-site. Shelter programming will be offered by VOA staff and any City staff assigned to any family motel location.
3. VOA will provide blankets, towels, continental breakfasts, sack lunches, and dinners daily to all guests.
4. VOA will provide around the clock front desk coverage and crisis intervention services for clients at all locations.

B. Shelter Programs

1. VOA will provide housing-focused case management services in pursuit of positive housing outcomes. Services will include: benefit and income acquisition; case planning; housing search, navigation and placement; and person-centered community referrals.
2. VOA will participate in coordination meetings with HOST and other partners. Specific meetings and frequency will be determined in collaboration with HOST. Examples include, but are not limited to, case conferencing, coordinated entry meetings, and other City-led meetings.

C. Respite Care

1. VOA will provide a respite case manager while providing care at the shelter until the current facility is closed and moves to the interim location.
2. VOA will provide food, transportation, and clothing for respite clients while providing care at the shelter site until the current facility is closed and moves to the interim location.

Location (if applicable) : 2660 Larimer St., Denver, CO 80205

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

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

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

Amendment

Was this contractor selected by competitive process or sole source?

Comp.

For New contracts

Term of initial contract:

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:

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)?

Price

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?

\$3,358,000

What is the value of the proposed change?

\$304,680

What is the new/revised total value including change?

\$3,662,680***If terms changing***

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