



Legislation Text

File #: 23-1201, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 9-11-2023

**Requesting Agency: Housing Stability
Division:**

Subject Matter Expert Name:

Email Address: Israel Cruz

Phone Number: Israel.cruz@denvergov.org <mailto:Israel.cruz@denvergov.org>

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 Amendatory Agreement between the City and County of Denver and Family Promise of Greater Denver, Inc. to provide, through HOST homelessness resolution program, shelter rapid resolution assistance to families with children under the age of (18) who are experiencing homelessness including family mediation, reunification, relocation, transportation assistance, employment support and childcare, citywide.

Amends a contract with Family Promise of Greater Denver, Inc. (FPGD) by adding \$140,291 for a new total of \$561,164 and one year for a new end date of 12-31-2024 to continue to provide, through HOST homelessness resolution program, shelter rapid resolution assistance to families with children under the age of (18) who are experiencing homelessness including family mediation, reunification, relocation, transportation assistance, employment support and childcare, citywide (HOST-202369837-01/HOST-202057232). The last regularly scheduled Council meeting within the 30-day review period is on 10-16-2023. The Committee approved filing this item at its meeting on 9-13-2023.

Affected Council District(s) or citywide?

Citywide

Contract Control Number:

HOST-202369837-01/HOST-202057232

Vendor/Contractor Name (including any "DBA"):

Family Promise of Greater Denver, Inc.

Type and Scope of services to be performed:

SERVICES DESCRIPTION

A. Rapid Resolution Assistance

- FPGD will identify potential clients of Rapid Resolution services both within their existing locations and at other congregate or non-congregate shelter providers.
- FPGD will provide assistance for families experiencing literal or episodic homelessness typically within one (1) month of their present experience of homelessness.
- Assistance delivered will be oriented to navigating client families back to stable housing within two (2) weeks from program enrollment. Assistance may include but is not limited to: Landlord and/or family mediation, reunification, relocation, transportation assistance, employment support, minor medical expenses, childcare, limited rental assistance, and other direct client supports in service of this navigation.

B. Shelter Operations

- FPGD will coordinate low-barrier emergency shelter and shelter support for families with children under the age of eighteen (18) or who have a family member with a disabling condition for an expected 60-day to 90-day timeframe, with the opportunity for longer stays for households with an identified housing opportunity who are close to entering housing.
- FPGD will provide 24 hours a day, seven days a week support to an overnight shelter provider network to assist with any shelter emergencies, and to oversee the overall coordination, recruitment, and retention of volunteers.
- Overnight shelter will include private or semi-private bedrooms for each family served, three (3) meals per day, evening and overnight support by trained workers, and transportation to and from the day site using the FPGD vans.
- Referrals for this program will come through the centralized family shelter access point, in accordance with HOST guidelines.
- FPGD will not require substance use testing or conduct searches of eligible participant's belongings prior to entry in the program.

C. Day Site

- FPGD will maintain and staff a "Day Site" open seven (7) days per week where case management, referrals, and support are offered.
- Facilities will include client-accessible space for computer and telephone access, play space for children, a break room, and outdoor space offering a safe place to rest and play during the day.

D. Case Management

- FPGD staff will employ a strength-based philosophy and strategies to help client families with practical housing, employment, savings goals, external referrals, resources, partnerships, practical skill building, and overall advocacy.
- FPGD will conduct formal evaluations of each family's progress towards their self-identified goals around housing, employment, and improved financial stability after thirty (30) days.

E. Life Skills and Parenting Classes

- FPGD will conduct and/or coordinate "Life skills" classes at accessible locations.
- Topics may include financial matters, nutrition, tenant rights, child development, self-care, rental counseling, healthy communication, physical fitness, trauma, healthy communication, and various parenting topics.

F. Transportation Assistance

- FPGD will provide families with transportation assistance either through FPGD-owned vehicles or through bus tickets for purposes related to their goals around housing, employment, childcare, overall well-being, and public assistance benefits.

G. Contractor will determine a staff member to serve as a point of contact for crisis communications and will communicate any

crisis or emergency situations to the designated HOST representative as soon as possible, but no longer than eight (8) hours. The HOST representative for this purpose is the Homelessness Resolution Program Officer and/or Program Administrator. If that changes, HOST will communicate any changes within 24 hours. Changes to that point of contact with FPGD will be communicated to HOST within 24 hours.

Location (if applicable):

1600 N Downing St Ste 500, Denver, CO 80218

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

N/A

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

N/A

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

Amendment

Was this contractor selected by competitive process or sole source?

Competitive process

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)?

Cost & length of term

If length changing

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

1/1/2021-12/31/2023

What is the length of the extension/renewal?

One year

What is the revised total term of the contract?

1/1/2021-12/31/2024

If cost changing

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

\$420,873

What is the value of the proposed change?

\$140,291

What is the new/revised total value including change?

\$561,164

If terms changing

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