



Legislation Text

File #: 21-0842, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 7-20-21

Requesting Agency: Department of Housing Stability
Division:

Subject Matter Expert Name:

Name:	Elvis Rubio
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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 Subaward Agreement between the City and County of Denver and The Community Firm to administer the Emergency Rental Assistance Program (ERAP) citywide.

Approves a contract with The Community Firm for \$4,177,531 and through 9-30-22 to administer the Emergency Rental Assistance Program (ERAP) citywide (HOST202159612). The last regularly scheduled Council meeting within the 30-day review period is on 8-30-21. The Committee approved filing this item at its meeting on 7-28-21.

Affected Council District(s) or citywide? Citywide

Contract Control Number: HOST202159612

Vendor/Contractor Name (including any "DBA"): The Community Firm

Type and Scope of services to be performed:

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.

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

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: \$4,177,531

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.)