



Legislation Text

File #: 20-0386, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 4-20-20

Requesting Agency: Denver Economic Development and Opportunity
Division:

Subject Matter Expert Name:

Name: Deborah Cameron
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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 Third Amendatory Agreement between the City and County of Denver and Mile High United Way for the administration and grant disbursement of Denver's Small Business Emergency Relief Program during the COVID-19 health crisis.

Amends a contract with Mile High United Way by adding \$3,500,000 for a new total of \$5,705,000 for the administration and grant disbursement of Denver's Small Business Emergency Relief Program as part of the Covid-19 response. No change to contract duration (OEDEV-202054468). The last regularly scheduled Council meeting within the 30-day review period is on 5-18-20. Councilmember Flynn approved filing this item on 4-30-20.

Affected Council District(s) or citywide? Citywide

Contract Control Number: OEDEV-202054468

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

Type and Scope of services to be performed:
EXECUTIVE SUMMARY

This contract with Mile High United Way (MHUW) began in 2019 with \$205,000 for the administration and delivery of the city's BIO Fund (Business Impact Opportunity Fund), which was a unique program designed to serve some of Denver's smallest and most vulnerable locally owned firms in areas impacted/disrupted by development. When the COVID-19 crisis began to affect small businesses and their employees, this contract was amended in March 2020 with the addition of \$2,000,000 in city special revenue funds as the city folded the existing BIO Fund into its Small Business Emergency Relief Program.

With significant demand and accelerated application review and contracting systems in place, DEDO is actively providing grant assistance up to a maximum of \$7,500 to eligible Denver businesses experiencing economic impacts resulting from COVID-19. MHUW is consulting with and providing technical assistance to DEDO staff reviewing the program applications, and is conducting the financial review and analysis of standard accounting documentation used to determine applicants' revenue decline and financial impacts.

Upon approval, DEDO anticipates to immediately encumber \$1,500,000 of available General Fund dollars, and anticipates up to an additional \$2,000,000 of Federal funds as they become available. The additional \$3,500,000 of this amendment will bring the total maximum contract liability up to \$5,705,000. MHUW will receive up to 10% of the amended \$3,500,000 for administrative and technical assistance work.

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:

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)?

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?

\$2,205,000

What is the value of the proposed change?

\$3,500,000

What is the new/revised total value including change?

\$5,705,000

If terms changing

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