



## Legislation Text

File #: 21-0086, Version: 1

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

**Date Submitted:** 1-25-21

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

**Subject Matter Expert Name:**

Name: Melissa Thate

Email: Melissa.Thate@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 Agreement between the City and County of Denver and Colorado Legal Services, Inc. for eviction legal assistance to eligible households in the City and County of Denver.**

Approves a contract with Colorado Legal Services for \$1,112,520 and through 12-31-23 for eviction legal assistance, citywide (HOST-202157453). The last regularly scheduled Council meeting within the 30-day review period is on 3-8-21. The Committee approved filing this item at its meeting on 2-3-21.

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

**Contract Control Number:** HOST-202157453

**Vendor/Contractor Name (including any "DBA"):** Colorado Legal Services

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

This contract was selected for Department of Housing Stability (HOST) funding as a result of the department's Notice of Funding Availability (NOFA) procurement process.

HOST initiated a Notice of Funding Availability (NOFA) procurement process last August, as a basis for awarding many of the department's housing opportunity, housing stability and

homelessness resolution programs/services contracts for 2021. HOST sought proposals for a variety of programs and services utilizing both federal and local funds.

The 2021 Housing Opportunity, Housing Stability, and Homelessness Resolution Programs NOFA specifically solicited proposals for programs or services to fund activities in the following areas:

- Housing programs or services
- Housing stability
- Homelessness resolution
- Innovative programs and services
- Professional facilitation services

Federal funding sources identified under the NOFA include Community Development Block Grant Program, Home Investment Partnerships Program, Emergency Solutions Grants, Housing Opportunities for Persons with AIDS Program, and CARES Act resources to support coronavirus response. Local/other funding sources included General Fund, Affordable Housing Fund, foundations, and individual donors that support housing development, preservation, and programmatic assistance for low- and moderate-income residents.

HOST is currently finalizing contracts associated with the NOFA procurement process and will bring forward contracts exceeding \$500,000 for City Council review and approval throughout early 2021.

This agreement creates a three-year \$1,112,520 contract between HOST and Colorado Legal Services to administer eviction legal assistance to eligible households in the City and County of Denver. Lawyers and paralegals will provide tenants with legal information and advice, full legal representation, as well as education, outreach, and referrals for resolving civil legal matters related to an eviction or impending eviction. Hardship may be related or unrelated to COVID-19.

This \$1,112,500 contract is expected to serve approximately 1,800 unduplicated households (600/program year).

**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?**

Competitive process

**For New contracts**

**Term of initial contract:** 1/1/2021-12/31/2023

**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:** \$1,112,520

**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.)**