



## Legislation Text

File #: 21-1081, Version: 1

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

**Date Submitted:** 9-13-21

**Requesting Agency:** Department of Public Health and Environment  
**Division:**

**Subject Matter Expert Name:**

Name: Will Fenton & Laine Cidlowski
Email: William.fenton@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 Nonprofit Development Center (CNDC) for providing meals and groceries to communities in need due to the COVID-19 pandemic.**

Approves a contract with Colorado Nonprofit Development Center (CNDC) for \$2,901,128 and through 12-31-21 to administer grant funds on behalf of the City for the Denver Emergency Food Relief Fund (DEFRRF), providing meals and groceries to communities in need due to the COVID-19 pandemic, citywide (ENVHL-202160364). The last regularly scheduled Council meeting within the 30-day review period is on 11-1-21. The Committee approved filing this item at its meeting on 9-22-21.

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

**Contract Control Number:** ENVHL-202160364

**Vendor/Contractor Name (including any "DBA"):** Colorado Nonprofit Development Center (CNDC)

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

The purpose of this contract agreement is to provide a professional services agreement for \$2,901,128.00 through the Denver Department of Public Health and Environment's food systems program. These funds will be provided to Colorado Nonprofit Development Center to be utilized for Denver Emergency Food Relief Fund support services due to the negative economic impacts of COVID19 on Denver area food pantries, emergency food providers, and nonprofit organizations. CNDC will retain \$138,149 to administer grant funds on behalf of the City totaling \$2,762,979. DDPHE will review and select grantees through a competitive grantmaking process to distribute meals and groceries to communities and individuals that are food insecure due to COVID-19. DDPHE has previously completed two previous rounds of granting out funds for meals and groceries through the Denver Emergency Food Relief Fund in 2020 and is bringing on CNDC to make the grants process more efficient and speedier.

DDPHE will work with CNDC to collect fiscal information, required paperwork, establish contracts, and administer the grant funds to eligible nonprofit emergency food providers and food pantries. CNDC will collect receipts for use of funds, and final reporting on number of meals and grocery provided and provide results and outcomes back to DDPHE.

**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:** 9/1/2021- 12/31/2021

**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:** \$2,901,128.00

**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.)**