



Legislation Text

File #: 22-0196, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 2/7/22

Requesting Agency: HOST
Division:

Subject Matter Expert Name: Derek Woodbury

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Phone Number:

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 The Salvation Army to provide non-congregate shelter operations at the former Rodeway Inn for individuals experiencing homelessness.

Approves a contract, including license agreement for occupancy, with the Salvation Army for \$2,750,000 and through 12-31-2022 to provide non-congregate shelter operations at the former Rodeway Inn located at 4765 Federal Blvd. in Council District 1 for individuals experiencing homelessness (HOST-202261825). The last regularly scheduled Council meeting within the 30-day review period is on 4-11-22. The Committee approved filing this item at its meeting on 2-16-22.

Affected Council District(s) or citywide? Citywide/District 1

Contract Control Number: HOST-202261825

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

Type and Scope of services to be performed:

Scope of work:

TSA will provide full operations and programming in a joint project with The Gathering Place (TGP) at Rodeway Inn for 200

unduplicated households served per program year. TSA will provide fiscal and facilities oversight and TGP will provide all programming and case management services.

Programming Services

- Sites utilize low barrier, Housing First Model designed to encourage shelter entry through progressive engagement and maximize exits into permanent and stable housing.
 1. Guest Services will be available 24 hours, seven days a week. Three to four guest services staff will be scheduled per shift to provide hospitality support, facilitate on-site food service, enforce program expectations, conduct room checks and ensure safe environment.
 2. Orientation and intake will be completed for each new guest. Case Management supports include a Guests handbook, completion of HMIS and assessments.
 - a. Non-compulsory case management meetings will be scheduled at least twice a month to identify housing barriers and solutions and to provide financial assistance, as needed.
 3. Training for all staff will include Non-Violent Crisis Prevention and Intervention and Cardiopulmonary Resuscitation (CPR).
- TSA will use a trauma-informed and client-centered approaches to engage vulnerable populations. Currently, TSA with support from TGP is developing programming to align with best practices for serving underserved populations including but not limited to LGBTQIA+.
- TSA will support and provide resources for Limited English Proficient (LEP) individuals to ensure all guests have access to services in their language of choice.
- TSA will provide resources and connections to guests needing assistance with Activities of Daily Living (ADL).

NCS Operations

- Shelter Operations investments facilitate environments that are safe, hygienic, accessible, equitable, inclusive, and hospitable to all eligible shelter guests. Funding for shelter operations at Rodeway Inn include support of the day-to-day hospitable functions of NCSs including the following.
 1. Laundry services that shall provide laundered linens at minimum every 3 consecutive days of guests' stay
 2. Basic maintenance support
 3. Room amenities such as on-site parking, internet, television and telephone
 4. Meals
 5. Security
 6. Custodial support including sanitization of common areas
 7. Pest control
 8. Storage
 9. Vaccinated and non-aggressive pets will be allowed at the facility
 10. Guest transfers.
- TSA will provide three meals a day for guests. Meal preparations services include:
 1. All meals are prepared to meet adult daily nutritional needs and are prepared in accordance with ServeSafe guidelines and all Public Health requirements for food safety.
 2. Provide all utensils and serving supplies.
- Rodeway Inn will have a full-time on-site maintenance technician Monday through Friday, during daily business hours. The maintenance technician will be responsible for providing regularly and emergency scheduled general building repair and maintenance services such as trash removal from premises to exterior dumpsters and exterior litter removal, pest control, snow removal from sidewalks and entries, changing light bulbs, minor repairs to plugged toilets and leaky faucets
- TSA will provide and oversee biohazard, janitorial and laundry services to ensure quality and timeliness to promote a safe and comfortable environment for all guests and staff

- Rodeway Inn will always have one security guard on duty. Security services will include installation of a video surveillance system to maximize staff visibility of the facility

Fiscal Responsibilities

- TSA will perform role of being fiscal steward for TGP funding to administer programming services.
- TSA Work within the set budget and expend funds according to the contract. This includes payroll, check disbursement, administration of funds, invoicing/billing, budget reconciliation and financial reports.
- TSA will prepare and provide monthly financial reports to HOST and/or its designees and will provide verification of expenditures with payroll back-up.
- Funds contracted for the program are to be used for staffing positions, program costs, client services and indirect costs.
- **Executive Summary**
- The former Rodeway Inn at 4765 Federal Blvd. is owned by the Denver Housing Authority and is slated for DHA redevelopment on a future date. As part of the city's COVID-19 emergency response for persons, the site was leveraged in 2021 as a non-congregate sheltering site for women, transgender, and non-binary people experiencing homelessness. Shelter operations and services have been previously supported at this site through contracts with Catholic Charities and The Gathering Place. In addition, The Salvation Army has supported shelter operations through meal delivery.
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- The Salvation Army was selected for this contract following a procurement process that HOST opened in October 2021. This agreement includes a license to The Salvation Army, to occupy and use Rodeway Inn located at 4765 Federal Blvd. during the term of the agreement.

Location (if applicable): 4765 Federal Blvd.

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? New

Was this contractor selected by competitive process or sole source? Competitive

For New contracts

Term of initial contract: 2-1/22 through 12-31-22

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: \$2,750,000

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.)