



Legislation Text

File #: 22-1177, Version: 1

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

**Date Submitted: 9-26-2022**

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

**Subject Matter Expert Name: Melissa Thate  
Email Address: [Melissa.Thate@denvergov.org](mailto:Melissa.Thate@denvergov.org)  
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 Amendatory Agreement between the City and County of Denver and The Community Firm for Emergency Rental Assistance Program services to add contract language required by the United States Department of the Treasury.**

Amends a contract with The Community Firm for Emergency Rental Assistance Program (ERAP) services to add contract language required by the United States Department of the Treasury. No other changes to contract (HOST-202262616/ HOST-202264785-01). The last regularly scheduled Council meeting within the 30-day review period is on 10-31-2022. The Committee approved filing this item at its meeting on 9-28-2022.

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

**Contract Control Number:** HOST-202262616/ HOST-202264785-01

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

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

This amends a \$9,700,000 contract between HOST and The Community Firm to administer the Emergency Rental Assistance Program (ERAP). The contract being amended includes language provided by United States Department of the Treasury in the

grant agreement with the City regarding compliance with federal and state statutes relating to nondiscrimination, including Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin as well as protection to persons with Limited English Proficiency. This amendment is to add the specific Title VI language to the contract. No other changes are being made to the previously executed agreement.

This contract is funded through the United States Department of the Treasury, pursuant to Section 3201 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (ERA2). This is a continuation of the Emergency Rental Assistance Program previously established and funded through the United States Department of the Treasury, pursuant to Section 501(a) of Division N of the Consolidated Appropriations Act, 2021 (ERA1).

The Community Firm will provide emergency rental assistance and housing stability services 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 during or due to the COVID-19 pandemic. Assistance may also include relocation expenses such as deposit and first month's rent when necessary to relocate to another housing unit to maintain housing stability. The aggregate amount of financial assistance an eligible household may receive under ERA2, when combined with financial assistance under ERA1, must not exceed 18 months. This contract will serve approximately 1400 households.

**Location (if applicable):** 410 Acoma St., #311, Denver, CO 80204

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):** N/A

**Are WBE/MBE/DBE goals met (if applicable)?** N/A

**Is the contract new/a renewal/extension or amendment?**

Amendment

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

N/A

**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)?**

Terms unrelated to time or price

***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.)**

**Compliance with federal law**