File #: 22-1483, **Version:** 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 11-14-2022

Requesting Agency: Department of Housing Stability
Division:

Subject Matter Expert Name: Jennifer Balkcom
Email Address: Jennifer.Balkcom@denvergov.org <mailto:Jennifer.Balkcom@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 Agreement between the City and County of Denver and Pennrose Holdings, LLC for supportive housing services reserved for chronically homeless transition-aged youth in Denver at 2700 Wewatta Way in Council District 9.

Approves a contract with Pennrose Holdings, LLC for $1,260,000 and from 1-1-2024 through 12-31-2039 for supportive housing services reserved for 56 chronically homeless transition-aged youth in Denver at 2700 Wewatta Way in Council District 9 (HOST-202265483). The last regularly scheduled Council meeting within the 30-day review period is on 11-27-2023. The Committee approved filing this item at its meeting on 11-16-2022.

Affected Council District(s) or citywide? 9

Contract Control Number: HOST-202265483

Vendor/Contractor Name (including any "DBA"): **PENNROSE HOLDINGS, LLC**

Type and Scope of services to be performed:

The purpose of the contract is to establish an agreement and scope of services between the Department of Housing Stability ("HOST") and Pennrose, LLC (the "Contractor"). This contract will provide for a supportive housing services reserve for 56

chronically homeless transition-aged youth in Denver at 2700 Wewatta.

HOST is requesting $1,260,000.00 for supportive services funding in a grant, which includes $225,000 from a partnership with Denver Human Services. The use of the funds as detailed in an annual report will be reviewed to verify that the funds are used for eligible costs as defined in 24 C.F.R. Sec. 578.53 and will be reviewed for consistency with the approved budget. The total amount will be set-aside in a City reserve fund.

Scope of work:
Roles and Responsibilities for both parties:

- Contractor will deliver supportive housing for 56 eligible participants.
- Contractor will provide supportive services to eligible participants to assist such individuals or households with maintaining housing.
- City will provide timely review and response to received reports.
- City will provide timely response to draws for funding.

Supportive Housing Requirements:
Supportive Housing Requirements: All 56 units in the subject property will be supportive housing units. Furthermore, provision of supportive services is expected for all the 56 supportive housing units. At all times, a minimum of 50% of all tenants residing in the supportive housing units must be sourced through OneHome, the regional coordinated entry system maintained by the City and County of Denver. Of the remaining units, 10 units will be referred through the Denver Chafee Program (Denver Human Services). Participants referred through the Denver Chafee Program are eligible for housing and services. Pennrose, LLC shall help facilitate the application process after a youth has been recommended by the Denver Chafee Independent Living Program Manager (ILPM).
Contractor Requirements:

- Outcomes and HMIS Reporting: Contractor must report all necessary data and information in the Homeless Management Information System ("HMIS").
- Commitment to Quality: The Contractor is required to commit to the provision of high-quality supportive housing.
- Supportive Services Standards: Contractor must have a staff-to-client ratio of no less than one (1) staff person to every fifteen (15) supportive housing units. Staff must have the relevant education and experience needed to implement supportive services.

Location (if applicable): 2700 Wewatta Way, Denver, CO 80216

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? New

Was this contractor selected by competitive process or sole source?
Sole
For New contracts
Term of initial contract:
January 1, 2024 - December 31, 2039

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:
$1,260,000
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.)