



Legislation Text

File #: 23-0082, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 1-30-2023

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

**Subject Matter Expert Name: Israel Cruz
Email Address: Israel.Cruz@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 Second Amendatory Agreement between the City and County of Denver and Bayaud Enterprises, Inc. to continue providing staffing and operational support for emergency stand-up shelters as needed, citywide.

Amends a contract with Bayaud Enterprises, Inc. by reducing the amount by \$335,000 for a new total of \$655,000 and adding one-year for a new end date of 12-31-2023 to continue providing staffing and operational support for emergency stand-up shelters as needed, citywide (HOST-202158828/HOST-202265610-02). The last regularly scheduled Council meeting within the 30-day review period is on 3-6-2023. The Committee approved filing this item at its meeting on 2-1-2023.

Affected Council District(s) or citywide? Citywide

Contract Control Number: (HOST-202158828/HOST-202265610-02)

Vendor/Contractor Name (including any "DBA"): Bayaud Enterprises, Inc.

Type and Scope of services to be performed:

Bayaud Enterprises, Inc. will provide the emergency shelter operations support for the "stand-up" of emergency shelters, such as the

activation of recreation centers during inclement weather. These critical services will help ensure that sites are kept clean, safe, and meet the needs of our most vulnerable Denver residents. An abbreviated list of the essential operational support that will be provided include securing doors, serving food, bed checks, bag-and-tag of personal items left by guests, distribution of personal laundry, cleaning of common areas, guest check in, and any other tasks needed to run facilities.

The contract amount is being reduced to align with previous years' spending trends. The estimates for 2023 occurred and the contract amendment started prior to the increased number of cold days in 2023 and the arrival of migrants needing shelter. The new amount is what is allocated in the 2023 budget, with the reduction being reallocated to other HOST programs.

Scope of work:

Bayaud Enterprises, Inc. (BEI) will provide the following emergency shelter operations support:

- BEI will participate in emergency shelter operations support as directed by HOST, which may include 24/7 around the clock operations. HOST will provide a minimum of 24-hour notice, but as much notice as is feasible.
- BEI staffing will be eligible for Hazard Pay if called on to operate a COVID shelter which will be a 24/7 operation for up to 90 days.
- BEI staffing may include set up, shelter staff, shelter lead, certified, fire watch staff, tear down, and/or cleaning as directed by HOST.
- BEI staff duties may include securing doors, serving food, bed checks, bag-and-tag of personal items left by guests, distribution of personal laundry, cleaning of common areas, guest check in, and any other tasks needed to run facilities.
- BEI may be assigned other crisis response support duties as needed.
- BEI may supply shelter items as needed, including food for staff unable to leave shelter premises.

Location (if applicable): Citywide

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

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

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

Amendment

Was this contractor selected by competitive process or sole source?

Competitive

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)?

Length and price

If length changing

What was the length of the term of the original contract?

10/01/2021-12/31/2022

What is the length of the extension/renewal?

One year

What is the revised total term of the contract?

10/01/2021-12/31/2023

If cost changing

What was the original value of the entire contract prior to this proposed change?

\$900,000.00

What is the value of the proposed change?

(minus) -\$335,000.00

What is the new/revised total value including change?

\$655,000.00

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)