



## Legislation Text

File #: 23-0171, Version: 1

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

**Date Submitted: 2-20-2023**

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

**Subject Matter Expert Name:** Evangeline Bengert / Dave Riggs

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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 Amendatory Agreement between the City and County of Denver and The Salvation Army to continue providing activated respite and protective action non-congregate shelter to people experiencing homelessness who are at a greater risk of contracting COVID-19 or who have severe complications as a result of contracting COVID-19, citywide.**

Amends a contract with The Salvation Army by adding \$2,100,594 for a new total of \$27,906,131 and six months for a new end date of 6-30-2023 to continue providing activated respite and protective action non-congregate shelter to people experiencing homelessness who are at a greater risk of contracting COVID-19 or who have severe complications as a result of contracting COVID-19, citywide (HOST 202054457-00/ HOST 202366562-04). The last regularly scheduled Council meeting within the 30-day review period is on 3-27-2023. The Committee approved filing this item at its meeting on 2-22-2023.

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

**Contract Control Number:** HOST-202366562-04

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

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

The Protective Action and Activated Respite programs provided by The Salvation Army have been an incredibly important part of HOST's COVID-19 response. Protective Action shelter is reserved for people who are at high risk of contracting COVID-19 or having severe complications as a result of COVID-19, and Activated Respite provides a safe place for individuals to recover from COVID-19. Since opening activated respite/protective action sites in May 2020, The Salvation Army has served more than 3,600 individuals at Aloft and Park Avenue Inn (formerly La Quinta Inn). Not only has The Salvation Army provided shelter to individuals who are at high risk for complications as a result of COVID-19, but during their time in shelter, clients have had access to medical support, housing resources, and nutritionally balanced meals during their stay. Protective Action and Activated Respite programs have seen more than 505 people placed into housing programs.

**Scope of work:**

The purpose of this contract agreement is to provide funds to The Salvation Army to lease hotel and/or motel rooms and staffing support for people experiencing homelessness in response to the COVID-19 public health crisis. Such hotel and/or motel rooms will be used for Activated Respite and as Protective Action defined by this scope of work to place high risk individuals in safe conditions out of congregate shelter or unsheltered conditions.

- A. Meal Preparation:** The Salvation Army will prepare and provide three meals a day for guests at hotel/motel sites that are part of the City's Activated Respite, and Protective Action sites.
1. Meals will consist of:
    - Continental Breakfast
    - Sack Lunch
    - Hot Dinner
  2. Additional meal preparation services under this scope of work include:
    - Ensure that meals are prepared and ready for delivery at the times agreed upon with agencies
    - Ensure all meals are prepared in accordance with ServeSafe guidelines and all public health requirements for food safety
    - Provide all utensils and serving supplies
    - Prepare the accurate number of meals indicated by Activated Respite, Protective Action, and Enhanced Shelter partner agencies. Number of meals will be based on occupancy plus 10 meals.
- B. Service delivery** will include:
1. Monitoring and oversight of all operations at the hotels/motels; provide problem solving, trouble shooting, program organization and leadership; be the go-to organization on site for internal and external partners.
  2. Reinforce expectations, provide conflict resolution and accountability for guests using a trauma- informed approach.
  3. Daily wellness checks and response per protocol to any reported or observed emergency needs.
- C.** Coordinate and communicate with The Salvation Army, City and County of Denver, Denver Public Health and Environment, Colorado Coalition for the Homeless, and other partners to ensure smooth operations.
- D.** Initiate and respond to ongoing communication with City of Denver point of contact, hotel/motel staff, Colorado Coalition for the Homeless and related agencies to coordinate services, program entry and exits, and serve as a liaison to referral services not offered by on-site partners.
- E.** Provide supportive, transitional services to clients who are or will soon be transitioning to housing, whether that be a traditional transitional program or another permanent housing solution. These services would include life skills, financial health, employment search and support, tenant and landlord rights and responsibilities.

**Location (if applicable):**

**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?**

This purchase is not under regular procurement due to the City's emergency order to respond to the COVID-19 global health crisis (pursuant to D.R.M.C Section 20-64(b)).

**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)?**

Time and price

***If length changing***

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

**4/11/2020 - 12/31/2022                      06/30/2023**

**What is the length of the extension/renewal?**

**six months**

**What is the revised total term of the contract?**

**4/11/2020 - 06/30/2023**

***If cost changing***

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

**\$25,805,537**

**What is the value of the proposed change?**

**\$2,100,594**

**What is the new/revised total value including change?**

**\$27,906,131**

***If terms changing***

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