



## Legislation Text

File #: 23-0626, Version: 1

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

**Date Submitted: 5-22-2023**

**Requesting Agency:** Denver Economic Development & Opportunity  
**Division:**

**Subject Matter Expert Name:** Carla Castedo Ribero; Kathleen Ferrick

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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 First Amendatory Agreement between the City and County of Denver and NEWSED Community Development Corporation to continue supporting the Neighborhood Activation Program, which funds projects that foster community collaboration, area activation and economic activity in Denver neighborhoods, citywide.**

Amends a contract with NEWSED Community Development Corporation by adding \$1,000,000 for a new total of \$3,150,000 in American Rescue Plan Act funds and 1 year for a new end date of 12-31-2024 to continue supporting the Neighborhood Activation Program, which funds projects that foster community collaboration, area activation and economic activity in Denver neighborhoods, citywide (202263935/ 202367666-01). The last regularly scheduled Council meeting within the 30-day review period is on 6-26-2023. The Committee approved filing this item at its meeting on 5-24-2023.

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

**Contract Control Number:** Original: 202263935  
Amended: 202367666-01

**Vendor/Contractor Name (including any "DBA"):** NEWSED Community Development Corporation

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

**Executive Summary**

As Denver recovers from the economic impacts of the Covid-19 pandemic, small businesses in historically under-resourced communities continue to face significant barriers. The Neighborhood Activation Program (NAP) seeks to promote equitable recovery by activating NEST and Denver Neighborhood Recovery business corridors through events and beautification projects that drives foot traffic, and encourage people to eat/shop locally, while celebrating the uniqueness of each community. Prioritizing support for communities disproportionately impacted by the pandemic furthers the City's commitment to centering equity within recovery efforts.

The purpose of this contract amendment is to continue with **NEWSED** as the program administrator of **\$3,150,000** Neighborhood Activation Program through the Denver Office of Economic Development & Opportunity's (DEDO) Division of Neighborhood Equity and Stabilization. These funds will be provided to the program administrator to be utilized for Covid-19 neighborhood and small business support and recovery.

**Funds will be used to:**

Maintain **NEWSED** as the program administrator who will lead the program by:

- Managing the application process.
  - Outreach
  - Provide technical assistance during application period.
  - Application evaluation process.
  - Disbursing funds as grants ranging from \$20,000 - \$200,000 to community applicants to deliver objectives of the program.
  - Providing a list of recommended awardees that includes name, brief description of what the funds will be used for. Any advance funding from DEDO must be spent within 5 business days.
    - If funds are not fully spent after all funding rounds have been completed, NEWSED must return all unspent funds to DEDO before the contract expiration date.
- Provide local, state, and federal compliance and reporting technical assistance for awardees as required.
- Collaboration and communication with DEDO staff for methodology using a project working document.

**Metrics:**

- Reporting on project working document for all information and reporting required for sub awardees listed on the project working document mentioned above and in addition:
  - Type of entity (Business vs community groups vs nonprofit)
  - Brief description of 1-2 sentences explaining what the funds were used for
  - List of groups funded for activation projects
  - Award number, date, type, amount, description
  - Award payment method (check, ACH)
  - Related project identification number(s) (created by the recipient)
  - Quarterly obligation amount
  - Quarterly expenditure amount
- Back up documentation required by DEDO Fiscal

**Previous round:**

- 22 projects were funded; 7 projects completed; 15 projects on track to be completed by September 2023
- Neighborhoods funded: East Colfax, Elyria-Swansea, Globeville, Five Points, Montbello, Westwood, Sun Valley, West Colfax, Villa Park, Valverde.

**Tentative Timeline:**

- Application launch: June 13, 2023
- Outreach: Ongoing
- Technical assistance sessions: TBD

- Application close: July 17, 2023
- Awardees to be notified: August 30, 2023

Activation in NEST & Denver Neighborhood Recovery Index Map neighborhoods including events and beautification projects to drive commercial foot traffic, foster community capacity building in collaboration, connect the community within their geography, and encourage community members to eat/shop locally and thus, boost small business revenue.

**Location (if applicable):** Citywide, with a focus on Denver Neighborhood Recovery Index Map with a score of less than .89.

**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)?**

Time and price

***If length changing***

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

5/2/2022 - 12/31/2023

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

One year

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

5/2/2022 - 12/31/2024

***If cost changing***

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

\$2,150,000.00

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

\$1,000,000

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

\$3,150,000.00

***If terms changing***

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