INTRODUCTION

The Denver Urban Renewal Authority (the “Authority”) was created by the City and County of Denver in 1958 to assist in the redevelopment of blighted property and help foster the sound growth and development of Denver. Working with residents, businesses, civic leaders, area developers, and financing institutions, the Authority provides financial assistance to support redevelopment activities throughout the City. These include single-family home rehabilitation, emergency home repair, historic preservation, brownfield redevelopment, infill development, and neighborhood revitalization.

PROGRAM OVERVIEW

The Authority believes that promoting employment and advancement within the construction trades is consistent with the strategic goals of the Authority. As such, the funding of construction employment opportunities is required of all projects funded in whole or in part by tax increment financing (“TIF”). The funding amount is the greater of one percent of a project’s maximum reimbursable project cost, as defined in an approved redevelopment agreement, or one percent of the gross bond proceeds issued by the Authority in connection with the project.

The Authority intends to deploy a portion of the funds as set forth below, through a competitive process, to a program or programs that provide support services for small and/or minority or women owned construction businesses to enable their continued viability and therefore preserve the construction jobs they provide. The current COVID-19 pandemic has put a significant burden on these businesses and these programs will advance one of the Program’s goals – Building Construction-Related Business, which includes improving the professional capacity of Denver-based small or emerging business enterprises. The Authority anticipates awarding up to $750,000 for this purpose. This amount is anticipated to be awarded among several applicants. The term of the agreement resulting from the 2020 NOFA will be up to one year. The ability to expedite delivery of the program will be considered favorably in the selection process. Funding for the 2020 NOFA is contingent upon approval by the Authority’s Board of Commissioners.

Non-profit entities and other organizations that have a proven track record of assisting small business with services and support necessary for continued viability, or a consortia of such entities, are encouraged to apply for program funds. Successful programs will focus on supporting and preserving small business construction firms through direct counseling, advice, and technical assistance on matters such as business and strategic planning, financial management, access to both government and private support, accounting, government certification programs, and managing employees and business operations.
BACKGROUND

As a result of the COVID-19 pandemic many small business construction firms are demonstrating an immediate need for counseling, advice and technical support on how to remain viable. Additionally, these firms may have had difficulty accessing federal and state emergency funds. The Authority’s funding will be awarded to an applicant or applicants that propose a process to quickly, effectively and directly assist small construction firms maintain their viability and competitiveness while retaining employees.

2020 COVID-19 EMERGENCY NOFA

Schedule

The following schedule is the expected timeframe for each step in the 2020 NOFA process. The dates provided below are target dates, and are subject to change, in the sole discretion of the Authority.

<table>
<thead>
<tr>
<th>Event</th>
<th>Issue/Deadline Dates</th>
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<tbody>
<tr>
<td>Issuance</td>
<td>Thursday, April 30, 2020</td>
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<tr>
<td>Deadline to Submit Questions</td>
<td>Thursday, May 7, 2020</td>
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<tr>
<td>Responses to Questions Provided</td>
<td>Friday, May 8, 2020</td>
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<tr>
<td><strong>2020 NOFA Responses Due</strong></td>
<td><strong>Friday, May 15, 2020 @ 5PM</strong></td>
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<tr>
<td>Notify Short List Candidates</td>
<td>Wednesday, May 20, 2020</td>
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<tr>
<td>Hold Interviews [if necessary]</td>
<td>Friday, May 22, 2020</td>
</tr>
<tr>
<td>Notice of Final Selection</td>
<td>Monday, May 25, 2020</td>
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Selection

Proposals that satisfy all requirements will be reviewed by a selection committee comprised of the Authority’s staff and commissioners. If the Authority determines that interviews are beneficial, interviews will be scheduled for Friday, May 22, 2020. Following the review process, one or more proposals may be selected for the grant award no later than Monday, May 25, 2020.

Approval & Delivery

The Authority’s legal counsel will work with the awarded recipient(s) to negotiate a contract immediately following the final selection process. Selected programs must be approved by the Authority’s Board of Commissioners. Delivery of services is expected to occur promptly upon approval by the Board. The ability to expedite delivery of the program will be considered favorably in the selection process.

SELECTION CRITERIA

Selection criteria will be based on the Funding Award Guidelines listed in the CEO Policy’s Program goal of Building Construction-Related Business section. Funding for programs may be awarded to organizations that have a proven track record of assisting small business with services and support necessary for continued viability and meet some or all of the following outcomes:
Effectively and efficiently utilizes program funding to provide the services set forth above and to serve the greatest number of small construction firms.

• Assists small construction firms dealing with COVID-19 challenges.
• Has meaningful and measurable outcomes for both short and long term impacts.
• Provides detailed, timely, and comprehensive reporting for the Authority to report progress to the Board of Commissioners.

PROPOSAL GUIDELINES

An organization may submit one independent proposal, where the organization is the only proposer, or partner with other organizations to create a joint program. Applicants are encouraged to partner with other organizations and may submit a maximum of two joint proposals per applicant. For example, an organization may submit one proposal for a program that will be performed entirely by the applicant. That same organization may also submit up to two joint proposals, partnering with other organizations. Only electronic proposals will be accepted and should be in .pdf format. Proposals must be delivered to the Authority for review no later than 5:00PM MT on Friday, May 15, 2020. Please send electronic proposals in a PDF file to: dwade@renewdenver.org

Technical Assistance

All requests for clarification or for additional information must be submitted in writing via email no later than 12:00PM on Thursday, May 7, 2020. Inquiries regarding the 2020 NOFA should be directed to the contact above. DURA may elect to respond to questions in its sole discretion. Questions received regarding this 2020 NOFA, along with answers if provided by the Authority, will be shared with all responding parties via post on the DURA website at: http://renewdenver.org/rfp-procurement/

PROPOSAL REQUIREMENTS

Applicants are required to submit a proposal depicting how they intend to provide support services for small and/or minority owned construction businesses to enable their continued viability.

A complete proposal will include the following sections:

☐ Program Description
☐ Schedule of Program Delivery
☐ Target Audience
☐ Budget & Term
☐ Experience & Qualifications
☐ Existing Clientele
☐ Existing Locations
☐ Key Personnel & Administrative Capacity
☐ Reporting
Program Description

In this section the applicant should describe its proposed program and explain how this program will impact Denver based small construction firms and related businesses as they have been impacted by COVID-19. Describe the issue the proposed program will address along with projected results. The program description should reference the CEO Policy and specifically how these programs will advance the Program goal of Building Construction-Related Business.

Schedule of Program Delivery

Applicant must provide a schedule for the proposed program, including events and milestones from program delivery through final reporting. The ability to expedite delivery of the program will be considered favorably in the selection process.

Target Audience

In this section the applicant should identify the targeted audience that will be assisted by the program. The Authority embraces diversity and is looking for programs that will assist underrepresented populations. Strong preference will be given to programs that directly benefit City and County of Denver residents and businesses, but the Authority understands that workforce development spans beyond municipal boundaries. Include a description of the efforts to be undertaken to ensure maximum participation by the potential program participants.

Budget & Term

In this section the applicant should prepare a detailed budget to support and provide the services set forth in this NOFA. The Authority will consider timed releases of funds based on needs articulated in this NOFA due to the unprecedented pandemic. Please explain if the funding will be leveraged with other funds to deliver the proposed program.

Additionally, please explain your ability to adapt your program to work within a reduced budget, if the Authority was not able to approve your full funding request.

Experience & Qualifications

Applicants must have a level of related experience necessary to undertake their proposed program. Preference will be given to applicants that currently operate successful programs similar in nature. In this section of the proposal, applicants should provide a summary of the organization including a description of the following components:

- History and mission
- Years of experience
- Brief history of successful programming
• Financial information and documentation to demonstrate the financial ability of the firm to successfully provide uninterrupted service for the contract term.

Existing Clientele

Applicants should explain the types/categories of clients they currently serve. If the applicant currently serves targeted areas/neighborhoods as a city-wide program, provide specific details of the neighborhood/community served. Please describe the methods by which you will identify and target the proposed program to Denver residents and businesses.

Existing Locations

Applicants should provide all current locations/addresses and virtual methods, where current clientele are able to access the applicant’s services or assistance. Ensure complete address with zip codes are listed.

Key Personnel & Administrative Capacity

Identify all staff that would be assigned to the program, including the identification of the main point of contact. Briefly describe the role/contribution of each person.

Reporting

The applicant, in coordination with the Authority, will develop periodic reporting metrics (both qualitative and quantitative) to illustrate the progress made toward achieving the goals and outcomes of the CEO Policy. Reports are required quarterly and are due 30 days following the end of each reporting cycle. Program data will be shared with the Board of Commissioners and as a result may become part of the public record. Any publications or media resulting from work performed under the program must accompany the quarterly reporting. The Authority reserves the right to share program results as desired.

GOVERNING PROVISIONS & LIMITATIONS

The 2020 NOFA process is subject to the following:

A. The Authority assumes no liability for disclosure or use of data submitted in response to this NOFA for any purpose. All information which an applicant wishes to remain exempt from disclosure should be provided separately, bound and clearly marked as follows: “Confidential Commercial and Financial Information – Exempt from Public Disclosure in Accordance with the Colorado Public Records Act.”

B. This NOFA is not to be construed as a contract or as a commitment of any kind; nor does it obligate the Authority to award any contract or to pay for costs incurred prior to the execution of a formal contract, unless the Authority specifically authorizes such costs in writing.

C. The Authority values diversity and encourages responses from qualified SBE, MBE and WBE firms.

D. The Authority reserves the right to accept or reject any or all proposals received, or to cancel or reissue this NOFA in part or its entirety.

E. The Authority reserves the right to award a contract for any services or groups of services solicited via the NOFA in any quantity the Authority determines is in its best interest. It further
reserves the right to make no award as a result of this solicitation for any services or group of services if in the Authority’s best interest.

F. The Authority reserves the right to correct any error(s) and/or make any changes to this solicitation as deemed necessary. The Authority will provide notifications of such changes to all applicants recorded in the Authority’s office record (Distribution Log & Receipts Record) as having received or requested a NOFA.

G. The Authority reserves the right to negotiate the final terms of any contract awarded as a result of this solicitation with the proposer selected and any such terms negotiated as a result of this NOFA may be renegotiated and/or amended to successfully meet the needs of the Authority.

H. The Authority reserves the right to contact any individual or entity listed in the proposal that may have knowledge of the proposer’s experience, performance and qualifications.

I. Applicants shall not offer or provide any gratuities, favors or anything of monetary value to any officer, member, employee or agent of the Authority for the purpose of having an influencing effect toward their own proposal or any other proposal submitted hereunder. In addition, no employee, commissioner, officer, or agency of the Authority shall participate in the selection, award or administration of contract supported by the Authority funds if a conflict of interest, real or apparent, would be involved.

J. Applicants shall not engage in any activity that is intended to restrict or eliminate competition. Violation of this provision may cause a proposal to be rejected. This does not preclude joint ventures.

K. The Authority reserves the right to request clarification or, explanation for, or verify any aspect of a response to this NOFA, and to require the submission of any price, technical, or other revision to the NOFA that results from negotiations conducted.

L. The Authority reserves the right to award to other than the lowest cost program.

M. The Authority reserves the right to award without interviews.

N. The Authority reserves the right to reject any proposal that fails to conform to the requirements of this NOFA.

O. The Authority reserves the right to extend, shorten, increase or decrease any contract awarded as a result of this NOFA.

P. Applicant shall be responsible for complying with all federal, state and local laws, statutes, ordinances, rules and regulations applicable to its program and for complying with all reporting requirements associated with the program. The Authority shall not be responsible for determining compliance or reporting requirements as dictated in this paragraph but may terminate any award or contract based upon applicant’s failure to comply with any such requirements.
EXHIBIT A
DENVER URBAN RENEWAL AUTHORITY
CONSTRUCTION EMPLOYMENT OPPORTUNITIES POLICY
December 2016

Policy Statement

The Denver Urban Renewal Authority (the “Authority”) believes that promoting employment and advancement within the construction trades is consistent with the strategic goals of the Authority. As such, the funding of construction employment opportunities (“CEO”) is required of all projects funded in whole or in part by tax increment financing.

The funding amount is the greater of one percent of a project’s maximum reimbursable project cost, as defined in an approved redevelopment agreement, or one percent of the gross bond proceeds issued by the Authority in connection with the project. Funding for CEO will be made by the developer of a project, proceeds from an Authority-issued bond, or a combination thereof. This CEO Policy supersedes the Enhanced Training Opportunities Policy that was previously adopted by the Authority and shall govern the use of funds generated under the Enhanced Training Opportunities Policy.

CEO funds are intended to increase the availability of, access to, or quality of construction training opportunities in Denver. CEO funds are not intended to fund training that employers are required to provide. The required CEO funding is an eligible tax increment expenditure. Deployment of the CEO funds will be directed by the Authority to training providers through a competitive process.

Goals & Outcomes

The goal of the Authority’s CEO Policy is to improve access to training within the construction trades and increase individuals’ opportunity for advancement within Denver’s construction industry.

The CEO Policy is intended to primarily benefit the Denver construction industry. However, recognizing that construction firms and workers are not restricted to the Denver geographic area, individuals and construction firms benefitting from CEO programs may operate outside of the City and County of Denver. Where possible, CEO funds will serve to enhance outcomes under the Authority’s Small Business Enterprise (“SBE”) and First Source Hiring Program Policies.

The goals and outcomes of the CEO Policy have been focused into three categories: (1) building individuals new to construction, (2) building individuals employed in construction, and (3) building construction-related businesses. However with the special circumstances for the purpose of the 2020 COVID-19 EMERGENCY NOFA, the focus should solely be on building construction-related businesses. Building construction-related businesses goals focus on growing smaller firms in size and/or skill set through business and technical training.

Desired program outcomes as they pertain to this special funding are limited to:

Building Construction-Related Businesses

- Improve the ability for small businesses to participate in a competitive bidding process with governmental or quasi-governmental entities.
- Improve the ability for small businesses to compete for projects that require specialized skills.
- Improve the professional capacity of Denver-based small or emerging business enterprises as defined in the Authority’s Guidelines for Utilization of Small Business Enterprises in Urban Redevelopment Projects (the “SBE Policy”).

CEO Funds Deployment Process

The Authority intends to issue periodic notices of funding availability ("NOFA") to attract proposals to address policy goals and outcomes. Stakeholder meetings may be held in advance of any NOFA to help direct the Authority’s funding where it will be most impactful. Additionally, at the Authority’s discretion, the Authority may develop internal programs to meet construction industry needs.

Funding Award Guidelines

1. Funding for programs may be awarded to providers with programs that have the greatest immediate impact on the Denver construction industry and meet some or all of the following outcomes.
2. Has meaningful and measurable outcomes for both short and long term impacts.
3. Provides detailed, timely, and comprehensive reporting for the Authority to report progress to the Board of Commissioners.
4. Assures viability to increase capacity among the construction industry.
5. Maximizes impact of program assistance including partnering with other agencies to combine services and resources.
6. Effectively and efficiently utilizes program funding to serve the greatest number of small construction firms.

End of NOFA