



**Office of Neighborhood Safety
Community Partnerships for
Violence Prevention and Intervention**

Request for Proposals

No. OSEI-2026.03-ViolencePreventionPartnerships

Posted 10/15/2026

Responses Due 11/10/2026 at 12:00 PM MT

City and County of Denver

Mayor's Office of Social Equity and Innovation
Wellington E. Webb Municipal Office Building
201 W. Colfax Avenue, 7th Floor, Denver, CO 80202

Contract Administrator

Alissa M. Trumbull

Alissa.Trumbull@denvergov.org

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****If you have difficulty downloading any documents in the RFP packet, please contact the OSEI Contract Administrator directly at Alissa.Trumbull@denvergov.org. Any questions not related to downloading documents must be submitted following the instructions in the [Schedule of Activities](#).****

****Whether or not a vendor is awarded, the City and County of Denver (City) does not reimburse for any costs associated with submitting a response to this solicitation. If awarded, the City does not reimburse for any work associated with or costs incurred prior to the completion and full execution of a contract with the City.****

A. Notice of Request for Proposals (RFP)

This initiative through the Office of Neighborhood Safety (ONS) within the Mayor's Office of Social Equity and Innovation (OSEI) is focused on **expanding ONS's violence prevention and intervention services for young people in Denver who are at the highest risk of involvement with gang, group, and gun violence.**

Funding Information			
Service Area	Brief Description	Max. awards*	Est. award
On-Call Violence Interruption Services	Immediate crisis response mobilization to respond to shooting events in Denver.	3	Up to \$75,000 per region annually
Secondary Prevention Case Management	Prevention-focused year-round intensive case management services primarily for young men ages 10-16 who are at risk of gang, group, or gun involved, or may already be involved.	2	Up to \$72,000 annual salary + fringe
Gender-Specific Programming	Prevention- and intervention-focused year-round intensive case management and services for female, nonbinary/gender expansive, and LGBTQIA2S+ (especially transgender) youth ages 10-24 who are gang, group, or gun involved, or at risk for such involvement.	1	Up to \$72,000 annual salary + fringe
Expected initial contract term for all areas: January 1, 2027, through December 31, 2028†			

*The City reserves the right to award no vendors from this solicitation.

†Funding for each calendar year is contingent on funds allocated through the City's annual budget process. Contract extensions may be considered based on additional need, performance, and availability of funds.

Responses to this request for proposals (RFP) should address the needs identified in this packet and clearly demonstrate your organization's ability to support Community Violence Solutions (CVS) program goals and Denver's broader Safe City goals for reducing gang, group, and gun involvement and incidents in the city. Any awarded organization will work directly with ONS and provide an important expansion of services for CVS in awarded area(s) as identified in the funding information table.



Vendor Eligibility

Vendors must currently serve residents in Denver and be registered as a private non-profit, private for-profit, or tribal organization. Additional qualifications are required based on each service area for which you are applying. **Qualified organizations located within the City and County of Denver who serve the identified focus population will be prioritized for award.**

Organizations serving a variety of gender identity populations, inclusive of queer, trans, nonbinary/gender expansive, and female youth, smaller local nonprofits, and tribal agencies are encouraged to apply.

Additional eligibility requirements and organizational requirements for applying can be found in [Organizational Eligibility](#).

Response Due Date and Time

All responses to this solicitation are due and must be fully uploaded and submitted in BidNet® no later than **12:00 PM MT on Tuesday, November 10, 2026.**

OSEI Contract Administrator

Alissa M. Trumbull

Email: Alissa.Trumbull@denvergov.org

IMPORTANT! The OSEI Contract Administrator is your single point of contact for any communications or questions about this RFP. Any potential respondent who contacts anyone other than the OSEI Contract Administrator about this RFP, including any program staff, people involved with development of this RFP, or someone who may be a response reviewer, from the date this RFP is posted and prior to the completion of the selection process, may be disqualified from further participation in the application and selection process, at the sole discretion of OSEI leadership.

B. Schedule of Activities

Any changes to the information sessions, written questions due date, or submission due date will be posted as an addendum to the solicitation in BidNet®.

Event	Details
Solicitation Posted	10/14/2026 to BidNet®
Information Sessions	ONS will host two public information sessions about this RFP. It is highly encouraged for interested vendors to attend one of these sessions. Links to join are below. Session #1: 10/20/2026 at 11:00 AM MT Session #2: 10/26/2026 at 3:00 PM MT
City Response to Information Session Questions	Questions asked during the information sessions will be answered and posted as an addendum on BidNet® along with the presentation slides by 10/28/2026 .
Written Questions Due in BidNet®	Any questions about this RFP asked outside of the information sessions must be submitted in writing through BidNet® by 11/2/2026 at 12:00 PM MT.
City Response to Written Questions	Written questions submitted via BidNet® will be answered and posted as an addendum on BidNet® by 11/3/2026 .
Submission Due Date	Your complete submission must be fully uploaded and submitted through BidNet® on or before 11/10/2026 at 12:00 PM MT.
Submission Reviews	Technical review and Review Committee activities are anticipated to happen between 11/10/2026 and 12/30/2026 .
Notice of Award	Regardless of award status, each vendor submitting a response to this RFP will receive notice from OSEI at the end of the review and selection process. It is anticipated that notices will be sent by 12/31/2026.
Estimated Initial Contract Term	03/01/2027 – 12/31/2028

Information Sessions

Two virtual public information sessions about this RFP will be hosted by OSEI. While not mandatory, vendors interested in applying are encouraged to attend one of these sessions. Each roughly 90-minute session will include a presentation about the RFP and time at the end for questions.

If you cannot make either session, all questions and answers from the information sessions and the presentation slides will be posted to BidNet® after both sessions are complete.

Date/Time	Join Details
Session #1: Tuesday 10/20/2026 11:00 AM MT	Meeting Link: https://teams.microsoft.com/meet/223780772376444?p=uNWyEJ3XyZSk6A0BuU Meeting ID: 223 780 772 376 444 Passcode: XV9JH2nh Dial in number: 720-388-6219 Conference ID: 574 885 313#
Session #2: Monday 10/26/2026 3:00 PM MT	Meeting Link: https://teams.microsoft.com/meet/272446740922295?p=jj9n6nHRXBE6q28D3U Meeting ID: 272 446 740 922 295 Passcode: s5Qh2c7u Dial in number: 720-388-6219 Conference ID: 712 606 103#

Accessibility and Accommodations

We all have different needs and accessibility is important to us. It is your right to access oral or written language assistance, sign language interpretation, real-time captioning via CART, or disability-related accommodations. To request any of these services for the information sessions, at no cost to you, please contact the OSEI Contract Administrator with at least three (3) business days' notice prior to the date of the session you plan to attend.

If your organization feels they are unable to submit an electronic submission, you must submit a request in writing to the OSEI Contract Administrator **by November 2, 2026, at 12:00 PM MT** for approval to submit your response in another format outside of BidNet®.

C. Background and Purpose

The U.S. Centers for Disease Control has categorized gun violence as a preventable public health and safety problem. Within Denver, gun violence is one of the leading causes of death to youth within our community. Responsiveness to the needs of our youth is a top priority to prevent loss of life and to ensure Denver's youth have a bright and prosperous future. Denver's gang, group, and gun violence reduction strategy for youth, which is led by ONS, is a multi-pronged approach that integrates violence interruption, secondary prevention, and gender-specific intervention efforts through a lens of individualized service provision. The implementation of each of these three components allows for both proactive and reactive strategies to reduce gang, group and gun violence and involvement among youth in Denver by addressing the service needs of those youth most likely to be involved and impacted by violence, and by identifying the causes of and solutions to conflicts between individuals and groups within our community. It is crucial that we find multiple points where we can intervene to reduce future instances where gun violence may impact our community.

D. Program Scope of Work Requirements

Any organization funded through this RFP will support CVS in expanding current city programming to support the individuals and communities within Denver most impacted by gang, group, and gun violence. Funding must expand any same or similar programming for your organization and may not be used to replace (supplant) funding for current programs you operate or current staff performing these duties (additional details on use of funds by service area are included in this section).

You may respond to one, two, or three of the stated service areas, which include:

- [On-call violence interruption services](#)
- [Secondary prevention case management](#)
- [Gender-specific intervention programming](#)

Service Area 1: On-Call Violence Interruption Services

Violence interruption (VI) services are critical response services for the city and will support ONS in responding to shooting events citywide. Any awarded organization will provide on-call VI services to one of the three identified geographic regions within Denver to serve victims,

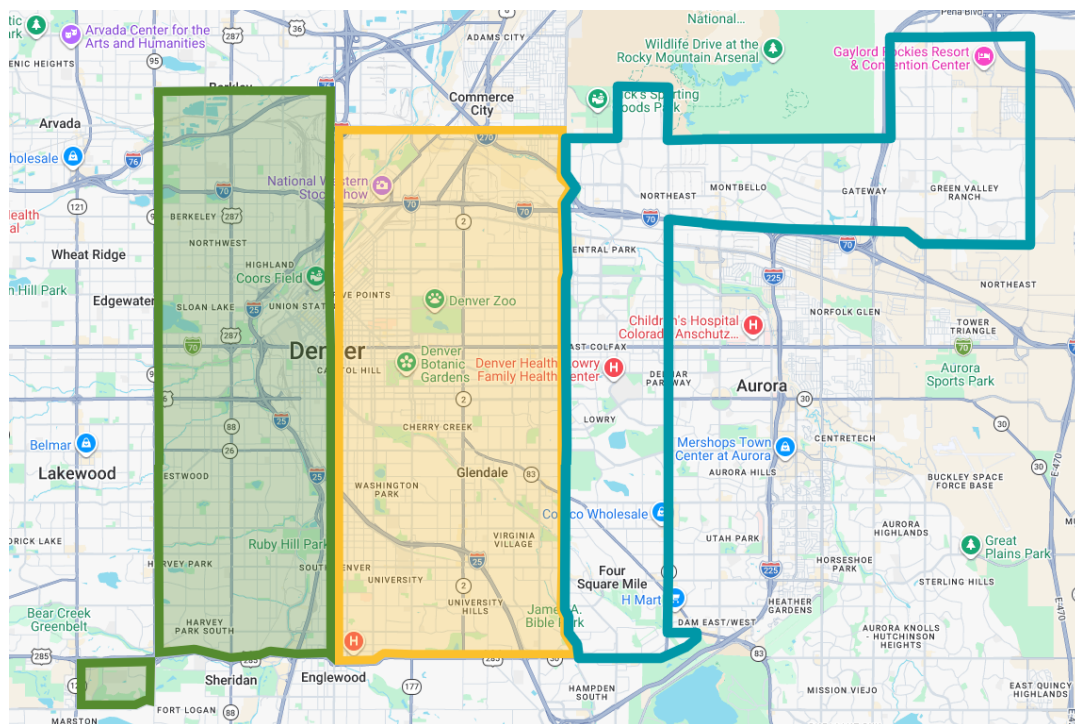
perpetrators, and directly affected community members after a shooting event. Services include immediate shooting event response and Safe Haven community events.

Up to three (3) awards will be made in this service area, with no more than one organization awarded for each geographic region listed.

Geographic Region

ONS is looking for community imbedded organizations to serve each of the identified geographic regions within Denver: West (green), Central (yellow), and East (blue). Please note that a vendor awarded for one geographic region of the city may on occasion be called to support a shooting event in other parts of Denver.

If you are applying to this service area, you must select which geographic region of the city you wish to support and may only apply to support one (1) region.



Shooting Event Response

VI services will be provided on an on-call basis. This means that, if awarded, your organization will receive notification from ONS about a specific shooting event and will need to respond within a specified amount of time, perform certain tasks, and wrap up

each event. Activities for a violence interruption event may be single day or may span several weeks depending on the nature and severity of the incident. **VI is an immediate and time limited response to shooting events and is not ongoing case management.**

Primary responsibilities for an organization supporting VI efforts include:

- Respond to shooting events upon notification by ONS
- Identify and detect potential unreported shooting events that may be related to the one where you are providing active response
- Interrupt potential violence and potential retaliation with immediate conflict mediation
- Support communities with Safe Haven activations during or closely after a shooting event, or as otherwise directed by ONS
- Change behaviors and norms of those at the highest risk for involvement in shootings or killings by connecting them to services and programs
- Use data to inform ongoing efforts and implement necessary changes to future event interruption strategies

It is required for vendor staff to be available to respond to shooting events between 7:00 AM MT and 12:00 AM MT (midnight) daily, including weekends.

- Notification to an organization at time of activation will be from ONS
- If notification happens within the range of 7:00 AM MT and 12:00 AM MT, one or more vendor staff must respond to the site of the shooting event within two (2) hours of notification
- If notification happened within the range of 12:00 AM MT and 7:00 AM MT, one or more vendor staff must respond to the site of the shooting event within two (2) hours after 7:00 AM MT, or no later than 9:00 AM MT the same day

Immediate on-site VI activities include:

- Engage community members to offer support and resources
- Connect with victims and/or perpetrators to prevent retaliatory events
- Make referrals to ONS, or directly to the Secondary Prevention Coordinator (below) or Gender-Specific Coordinator (below), for ongoing intervention pathways for individuals identified as being at higher risk for ongoing gang, group, or gun involvement

Additional activities may include:

- Identification of potential shootings and other violent events
- Follow up meetings with victims, perpetrators, and/or community members, including conflict mediation
- Support with coordinating vigils or community grief events

- Hospital-based response, if directed by ONS
- Build relationships with recurring individuals or groups
- Communicate strategies for nonviolence with individuals, groups, and communities
- Participation in violence intervention group meetings

Safe Haven Community Events

In addition to immediate response, an awarded vendor will support with community-based Safe Haven events, as directed by ONS. These events are 2-to-3-hour, one-time localized popup events to build presence in community after a shooting event, typically taking place in the late afternoon/early evening in neighborhoods that have recently experienced a shooting event. **These popup events typically take place shortly after a shooting event response activation and may be requested at the time of a shooting event or independently based on identified community need.**

The Safe Haven Network is a group of community-based organizations and individuals located throughout Denver who come together in response to acts of gang, group, gun violence in the community. Safe Haven activations are intended to engage the community and to provide resources, mental health services, community collaboration, and sometimes food for the public with a goal of turning unfortunate circumstances and situations into hopeful ones while providing a safe environment to decompress and share in the resources a Safe Haven event has to offer.

An organization awarded for VI must coordinate with other community groups and trusted community leaders to attend each Safe Haven event. Funds provided for each activation are to cover planning; mobilizing community partners; 2-4 vendor staff for setup, the event, and breakdown; printing flyers/canvassing ahead of the event; and purchase of food (when applicable).

ONS will be present at each Safe Haven and can provide event equipment, including tents, tables, and grills if requested in advance.

Types of Safe Haven activations include:

- **Peace Walks:** Community outreach walks typically limited in size to be mobile and engaging to/with the community. The coordinating organization mobilizes trusted community leaders and other partners to engage with individuals who are local to and visible in the community where a shooting event occurred.

- **Resource Activations:** Localized support and resources from organizations specific to the community where a shooting event activation is occurring (or has recently occurred). The coordinating organization is responsible for mobilizing resources (including other organizations) to provide support to a specific community (e.g., mental wellbeing resources, housing/food stability, workforce/career support, educational needs). Such activations may be coordinated at multiple sites citywide at one time, if needed.
- **Full Activations:** Localized support and resources from organizations specific to the community where a shooting event activation is occurring (or has recently occurred). This type of event is similar to a resource activation and also includes food/drinks and snacks (e.g., burgers, chips, soda, etc.). Such activations may be coordinated at multiple sites citywide at one time, if needed.

Staffing Requirements

One (1) or two (2) internal staff (Violence Interrupters) must be available to respond to each shooting event and for Safe Haven popups. The number of staff initially mobilized for an event will depend on the size and severity of the event. These staff do not have to be assigned full-time to violence interruption for your organization. However, individuals assigned to VI response must be the same set of trained responders for the duration of any contract with ONS.

Any Violence Interrupter deployed for an event must be trained in VI response and have a detailed understanding of and ability to respond to shooting events within your service area of Denver. They must have existing relationships with gang/group members and key community individuals in the area, knowledge of gang/group dynamics within Denver, and ability to complete the required duties and responsibilities for any violence interruption event, as defined.

One (1) or two (2) of the Violence Interrupters and other relevant vendor staff must be available to support during Safe Haven events, including setup and takedown, preparing and serving food, connecting with community members, and distributing out resources.

Violence Interrupters and other vendor staff engaging at Safe Haven popups must meet all background check and eligibility requirements stated by ONS and the City.

Data Collection and Reporting

Any organization responsible for responding to VI events must collect data and report on each shooting event and Safe Haven popup, as required by ONS. Data may include

event details, and information gathered from community members and involved parties, as well as resources provided. Reporting must be completed for each event, including an immediate assessment and an event wrap-up. Additional data reports will be requested throughout the contract term to ensure a comprehensive look at shooting events and response to such events. **Regular and thorough reporting is a requirement of any contract with ONS.**

Any organization supporting violence interruption must have a secure and appropriate case management documentation system, as required by ONS and the City.

Funding

VI will be paid on a by event basis, with additional funds provided for each Safe Haven. Response for each event will be activated and deactivated by authorized ONS staff. ONS anticipates citywide need for response to roughly 65 shooting events per year, with most events lasting 3 days or less, and approximately 40 Safe Haven events. Activation of services will be based on geographic region.

Fee Per Shooting Event Activation	
Length of Activation	Fee Per Activation
Up to 3 days (72 hours)	\$1,500.00
4 to 7 days	\$2,500.00
8 to 14 days	\$4,000.00

Fee Per Safe Haven Community Event Activation	
Type of Event	Fee Per Activation
Full Activation (with food)	\$1,000.00
Resource Activation (no food)	\$750.00
Peace Walk (no food)	\$500.00

Service Area 2: Secondary Prevention Case Management

Secondary prevention services will support ONS in primarily serving young men between the ages of 10-16 throughout the City and County of Denver who are at increased risk of gang, group, or gun involvement, or may already be involved. The families of youth are also eligible for services.

ONS is looking for one or two community-based organizations to provide 1) services specifically in the Central Corridor of Denver and 2) general services Citywide.

Up to two (2) awards will be made in this area as follows:

- One Secondary Prevention Coordinator (1 FTE or 2 PTE equivalent) staffed at each of two organizations; **OR**
- Two Secondary Prevention Coordinators (2 FTEs for 2 PTE equivalent for each FTE) staffed at one organization

Geographic Region

Secondary prevention services will be provided throughout the City and County of Denver. One (1) Secondary Prevention Coordinator will specifically serve the Central Corridor of Denver (yellow on the above map) and one (1) Secondary Prevention Coordinator will serve the whole of Denver.

There may be times when services are provided outside of the geographic boundaries of Denver, such as if a youth eligible for services has an active criminal or legal case in Denver courts and lives in another city. The location where services will be provided will be decided by the youth, their family, and ONS to be the most supportive for that youth's participation in the program.

Services Overview

Secondary prevention services will be provided year-round and primarily encompass mid- to long-term case management support for youth and their families (6-12 months in program anticipated). Secondary prevention encompasses supports and services for youth who are not yet involved in the criminal justice system but are at high risk for involvement. Secondary prevention services are a preventative method to support youth from entering the criminal justice system. These services are primarily focused on case planning and improving Social Determinants of Health (SDOH) for each youth and must be provided one-on-one. Additional supplemental group services may be provided if considered appropriately supportive for a youth, however, such meetings do not take the place of one-on-one meetings.

Each Secondary Prevention Coordinator staffed through this RFP should be prepared to support 20 youth at a time with active case management services, and a minimum of 50 youth annually. There is no minimum for family plans. Client referrals may be made from ONS programs and your organization's community outreach. **This award must be an expansion of services for the awarded vendor and cannot supplant a current position or current clients of the vendor.**

Youth will be recommended for secondary prevention services by your staff, ONS staff, schools, law enforcement, juvenile justice programs, and other partners. You must complete a risk assessment (which will be developed in conjunction with ONS if awarded) with each youth to determine program eligibility and periodically throughout their time in the program. Your organization must develop an intake process for any youth eligible for services, as well as a stepdown plan for youth as they graduate from your program. A standardized risk assessment will be finalized with ONS prior to starting services. Secondary prevention services can only be provided to youth formally enrolled in your program.

Any youth qualifying for secondary prevention services will be assigned to work one-on-one with a Secondary Prevention Coordinator who will engage the youth and their family to develop a service plan to address the individual risk factors for that youth with actionable steps and a target graduation date. The service plan must focus on how to reduce SDOH risk factors and increase SDOH protective factors. If the family would like a family case plan, that should be developed in addition to the youth's plan. A parent or guardian must be engaged throughout the program. Weekly one-on-one meetings for no less than one (1) hour are required with each youth, and regular meetings with the family are required. All meetings with youth and/or families must be appropriately documented. **Case management services for youth and families must be provided to them at no cost.**

Primary activities with youth should include:

- Connecting youth to services or taking them to receive services (e.g., mentorship, therapy, meeting basic needs)
- Engaging youth in prosocial activities (e.g., after school programs, sports)
- Participating with youth in community service projects or community events (e.g., neighborhood cleanups, rec center events)

Supportive, community-based services to support youth may include:

- Wraparound supports within a youth's school or community
- Education supports (e.g., tutoring, workforce development, paid internships, career exploration programs)
- Mentorship or other supportive one-on-one relationships
- Clinical therapy or other therapeutic services

Any vendor selected to provide secondary prevention services must have and demonstrate relationships with other community organizations, trusted community leaders, and Denver Public Schools (DPS).

DPS Partnership

Secondary prevention services are largely school based, as this time has been found to be most convenient for many youth receiving secondary prevention services. However, services do not need to be exclusively provided within schools and services for youth and families must be provided during times and in locations most convenient for each participant in the program. Services must be provided year-round, including during school breaks.

Many youth of middle and high school age in the focus population for secondary prevention services attend DPS. Any provider engaging in secondary prevention services must have a current Community Partnership Agreement in place with DPS or must successfully complete this agreement with DPS no later than thirty (30) days after notification of award and prior to the execution of a contract with ONS. DPS will partner with ONS in making the final award decision(s) for this service area.

Staffing Requirements

Staff supporting with secondary prevention must be internal to your organization and cannot be subcontractors. One of the following staffing structures is required to fulfill each of the two (2) positions available for award:

- One (1) Full-Time Equivalent (FTE) Secondary Prevention Coordinator will complete the stated responsibilities during forty (40) hours each week
- Two (2) Part-Time Equivalent (PTE) Secondary Prevention Coordinators will complete the stated responsibilities during a combined forty (40) hours each week

Individual(s) hired into a Secondary Prevention Coordinator role must have experience working with young men or those identifying as men who are gang, group, or gun involved. They must have a working knowledge of SDOH and know how to support youth in increasing their resilience and protective factors. Staff must also be familiar with the tenants of effective mentoring and supportive case management, including how to quickly and effectively connect youth and families to critical resources.

All Secondary Prevention Coordinators are required to participate with ONS in relevant meetings.

Staff must meet all background check and eligibility requirements stated by ONS, the City, and DPS.

Staff must be hired within the first 60 days of any contract executed with the city.
\$1,000 will be made available to support hiring activities.

Data Collection and Reporting

Any organization supporting secondary prevention must have a secure and appropriate case management documentation system and document meetings with youth and families, as required by ONS and the City. Specific data reports, including monthly summaries, will be requested throughout the contract term to ensure youth are effectively supported from time of referral through program graduation. **Regular and thorough reporting is a requirement of any contract with ONS.**

Funding

Secondary prevention services will be paid as follows for each FTE (or combined 2 PTE staff). Your budget proposal must show your proposed annual salary, fringe benefits, and indirect costs/administrative rate.

Annual Rate Per Full-Time Staff	
Cost Category	Amount
Base salary minimum	\$55,000.00
Position maximum with fringe	\$72,000.00

Service Area 3: Gender-Specific Programming

Gender-specific programming will support ONS in serving female or female identifying, nonbinary/gender expansive, and LGBTQIA2S+ (especially transgender) youth between the ages of 10-24 who are at increased risk of gang, group, or gun involvement, or may already be involved. The families of youth are also eligible for services.

Up to one (1) award will be made in this area to staff one (1) Gender-Specific Coordinator (1 FTE or 2 PTE equivalent) at one (1) organization.

Geographic Region

Gender-specific programming will be provided throughout the City and County of Denver. There may be times when services are provided outside of the geographic boundaries of Denver, such as if a youth eligible for services has an active criminal or legal case in Denver courts and lives in another city. The location where services will be provided will be decided by the youth, their family, and ONS to be the most supportive for that youth's participation in the program.

Services Overview

Gender-specific services will be provided year-round and primarily encompass mid- to long-term secondary prevention- and intervention-based case management support for youth and their families (3-12 months in program anticipated). **These services are primarily focused on case planning and improving Social Determinants of Health (SDOH) for each youth and must ONLY be provided one-on-one.**

The Gender-Specific Coordinator staffed through this RFP should be prepared to support 15 youth at a time with active case management services, and a minimum of 40 youth annually. There is no minimum for family plans. Client referrals may be made from ONS programs and your organization's community outreach. **This award must be an expansion of services for the awarded vendor and cannot supplant a current position or current clients of the vendor.**

Youth will be recommended for gender-specific services by your staff, ONS staff, schools, law enforcement, juvenile justice programs, and other partners. You must complete a risk assessment with each youth to determine program eligibility and periodically throughout their time in the program. A critical need assessment to determine any immediate safety concerns (e.g., imminent risk of loss of life or permanent injury) must also be conducted at this time. Your organization must develop an intake process for any youth eligible for services, as well as a stepdown plan for youth as they graduate from your program. A standardized risk assessment will be finalized with ONS prior to starting services. Gender-specific services can only be provided to youth formally enrolled in your program.

Any youth qualifying for gender-specific services will be assigned to work one-on-one with a Gender-Specific Coordinator who will engage the youth and their family to develop a service plan to address the individual risk factors for that youth with actionable steps and a target graduation date. The service plan must focus on how to reduce SDOH risk factors and increase SDOH protective factors. If the family would like a family case plan, that should be developed in addition to the youth's plan. A parent or guardian must be engaged throughout the program. Weekly one-on-one meetings for no less than one (1) hour are required with each youth, and regular meetings with the family are required. All meetings with youth and/or families must be appropriately documented. **Case management services for youth and families must be provided to them at no cost.**

Primary activities with youth should include:

- Connecting youth to services or take them to receive services (e.g., mentorship, therapy, meeting basic needs)

- Engaging youth in prosocial activities (e.g., after school programs, sports)
- Participating with youth in community service projects or community events (e.g., neighborhood cleanups, rec center events)

Supportive, community-based services to support youth may include:

- Wraparound supports within a youth's school or community
- Education supports (e.g., tutoring, workforce development, paid internships, career exploration programs)
- Mentorship or other supportive one-on-one relationships
- Clinical therapy or other therapeutic services

Any vendor selected to provide gender-specific services must have and demonstrate relationships with other community organizations, trusted community leaders, and DPS.

DPS Partnership

Gender-specific programming is largely school based, as this time has been found to be most convenient for many youth receiving gender-specific services. However, services do not need to be exclusively provided within schools and services for youth and families must be provided during times and in locations most convenient for each participant in the program. Services must be provided year-round, including during school breaks.

Many youth of middle and high school age in the focus population for gender-specific programming attend DPS. Any provider engaging in gender-specific programming must have a current Community Partnership Agreement in place with DPS or must successfully complete this agreement with DPS no later than thirty (30) days after notification of award and prior to the execution of a contract with ONS. DPS will partner with ONS in making the final award decision for this service area.

Staffing Requirements

Staff supporting gender-specific programming must be internal to your organization and cannot be subcontractors. One of the following staffing structures is required:

- One (1) Full-Time Equivalent (FTE) Gender-Specific Coordinator will complete the stated responsibilities during forty (40) hours each week
- Two (2) Part-Time Equivalent (PTE) Gender-Specific Coordinators will complete the stated responsibilities during a combined forty (40) hours each week

Anyone hired into a Gender-Specific Coordinator role must have experience working with female, nonbinary/gender expansive, LGBTQIA2S+ (particularly transgender) youth who are gang, group, or gun involved. They must have a working knowledge of SDOH and

know how to support youth in increasing their resilience and protective factors. Staff must also be familiar with the tenants of effective mentoring and supportive case management, including how to quickly and effectively connect youth and families to critical resources.

Gender-Specific Coordinator(s) are required to participate with ONS in relevant meetings.

Staff must meet all background check and eligibility requirements stated by ONS, the City, and DPS.

Staff must be hired within the first 60 days of any contract executed with the city. \$1,000 will be made available to support hiring activities.

Data Collection and Reporting

Any organization supporting gender-specific programming must have a secure and appropriate case management documentation system and document meetings with youth and families, as required by ONS and the City. Specific data reports, including monthly summaries, will be requested throughout the contract term to ensure youth are effectively supported from time of referral through program graduation. **Regular and thorough reporting is a requirement of any contract with ONS.**

Funding

Gender-specific programming will be paid as follows for the one (1) FTE (or combined 2 PTE equivalent staff). Your budget proposal must show your proposed annual salary, fringe benefits, and indirect costs/admin rate.

Annual Rate Per Full-Time Staff	
Cost Category	Amount
Base salary minimum	\$55,000.00
Position maximum with fringe	\$72,000.00

Additional Requirements for All Service Areas

Included in this section are additional requirements for any organization applying to and/or awarded through this RFP.

Evidence-Based and Other Proven Practices

In your response for each of the above service areas to which you're applying, clearly share your organization's qualifications and experience in providing the stated services (if you are a newer organization, share what makes you are qualified to provide these services). Supporting information that shows your organization's use of evidence-based, culturally responsive, trauma-informed, or other proven methods, including social determinants of health (SDOH) principles, in how you provide these services to young people should be included in your solicitation response. ONS will prioritize applications which clearly demonstrate a vendor's experience and knowledge in providing quality services using one or more methods listed above. **Ability to successfully apply SDOH principles for case management positions is required.**

Data Collection and Reporting

Defined measurements of success (MOS) are an important tool in ensuring services are delivered as described, project goals are met, and service provision supports ONS and larger OSEI or City goals. Clear outputs and outcomes demonstrate effective service delivery and the overall impact of quality services for the focus population and the City. MOS will be developed by ONS, taking into consideration the services stated in this solicitation and program goals.

Submitting regular reports on MOS and other elements of service delivery is a requirement for any vendor selected to contract with ONS. ONS and any awarded vendor will work together to finalize MOS relevant to providing services. You are encouraged to identify MOS in your response where you feel they are applicable to the services outlined and in executing relevant programming.

Any vendor funded through this RFP must also demonstrate a secure and appropriate case management documentation system (this could be anything from locked paper files to a complex secure software).

Contractor Requirements

In addition to the specific staff requirements stated in each service area, any vendor who contracts with the City must, at its own expense, use an independent third-party for a full and thorough **criminal background check** on each employee who will provide any portion of services during the term of your contract. Each staff member must meet

minimum background check requirements set by ONS and the City in order to perform work through an ONS contract. If any current or new employee at your organization has a felony conviction on their background check, ONS must be notified prior to the employee starting any awarded work. ONS and City leadership have final determination on permissibility of an employee with a felony conviction engaging in provision of services.

Staff training is required to ensure knowledge and proficiency for providing stated services. ONS will provide specific trainings to vendor staff funded through this RFP, including training on this specific violence prevention and intervention initiative, and education on the gang and group landscape in Denver. Each vendor is responsible for ensuring staff receive motivational interviewing, mandatory reporting, crisis intervention, and trauma-informed principles training, at a minimum. Further learning opportunities for vendors and staff funded through this project may be made available throughout the contract term.

If you are awarded for any portion of the above services, your organization must obtain and maintain insurance as required by the City for the full term of your contract. Insurance requirements can be found in **Attachment 4**.

E. Submission Instructions and Requirements

How to Submit a Solicitation Response

The City contracts with Rocky Mountain E-purchasing System (BidNet®) to advertise and facilitate City solicitations. Vendors responding to this RFP must **ONLY** rely on documents provided as part of this solicitation on the BidNet® website or as communicated directly from the OSEI Contract Administrator. You can access the complete documents for this RFP at <https://bidnetdirect.com/osei>.

Only submissions received electronically through BidNet® by the submission deadline and which meet the minimum qualifications stated in the RFP documents will be evaluated. It is your responsibility as the submitting organization to allow for enough time to complete, upload, and submit all required documents before the due date/time.

Please be aware that BidNet® has a hard cutoff in the system for application submission.

Responses to this solicitation are due and must be received no later than 12:00 PM MT on November 10, 2026. Substantially incomplete or late responses will NOT be considered.

Using BidNet®

Registration with BidNet® is required to be considered responsive to this RFP. Please register with the platform and familiarize yourself with where to find documents and how to submit a response. **There is no charge for registering with BidNet®** and paying their fee for notification services is not required to view posted bids for any City agency.

The City does not take responsibility for the BidNet® platform or any vendor's interaction with the platform. Technical issues with BidNet®, including issues with account set up or log in, document download or upload, or site navigation, must be directed to BidNet® at 1-800-835-4603 or support@bidnet.com. **The City cannot provide support for BidNet® or troubleshoot any technical issues with the platform.**

Questions and Addenda

Any questions regarding this solicitation must be submitted during a public information session or via the BidNet® questions feature within the solicitation posting. Deadlines for these events are in the [Schedule of Activities](#). Any questions asked/submitted will be made public as addenda to the solicitation posting in BidNet® to ensure equal access by all potential respondents to information about this RFP.

Should there be any revisions, changes, modifications, or cancelations to this solicitation, or additional information needs to be shared, addenda will be posted to the solicitation in BidNet®. It is the responsibility of each interested organization to ensure they have acquired all addenda related to this solicitation and have reviewed and complied with the information and requirements in those documents.

Organizational Eligibility

As noted in [Vendor Eligibility](#), **vendors must currently serve the focus population within Denver.** Eligible entities include:

- Private non-profit organizations (or organizations with a fiscal sponsor)
- Private for-profit organizations
- Tribal organizations

Organizations serving a variety of gender identity populations, inclusive of queer, trans, nonbinary/gender expansive, and female youth, smaller local nonprofits, and tribal agencies are encouraged to apply, as well as entities that have never contracted with the city before.



In considering submissions, the City prefers to award local organizations for the services described. **Qualified organizations located within the City and County of Denver who serve the focus population will be prioritized for award.**

Only one submission per organization will be accepted. (If you are a fiscal sponsor for another organization, their submission with you listed as their fiscal sponsor does not count as your submission.)

DSBO Determination

A Business Utilization Determination for this solicitation has been completed with the City's [Division of Small Business Opportunity](#) (DSBO). DSBO sets participation goals for public projects and ensures that contractors are paid promptly. This project is covered under the Denver Revised Municipal Code (D.R.M.C.) Chapter 28 Article V. Accordingly, DSBO has conducted an analysis examining the scope of work for this project, cost estimate, and the existing availability of certified firms to perform the specified services as stated in the business utilization request form. DSBO has established that no DSBO program will apply. As no DSBO program applies to this project, the DSBO ordinance and DSBO rules and regulations do not apply to this project.

Secretary of State Registration

Any organization submitting a response to this solicitation must be registered with the State of Colorado Secretary of State as either a Colorado or foreign entity and must be in good standing. Proof of good standing is required as part of a complete submission to this RFP.

You can download your current Certificate of Good Standing by visiting the state's [Business Database Search](#), locating your business, and downloading your certificate from the "Get a certificate of good standing" link in the list below your summary details.

Federal Good Standing

While no federal funds are attached to this solicitation, every respondent will be screened against [the federal SAM.gov database](#). If you have a federal Unique Entity ID (UEI), include this information on the first page of **Attachment 1: Proposal Checklist and Certification Form**. Any respondent explicitly not in good standing with the federal government as identified on SAM.gov will not pass technical review.

Additional Documentation

Upon written request of the OSEI Contract Administrator, a respondent must agree to provide any additional information needed to authenticate or clarify aspects of a submission. This may be requested in writing or your organization may be scheduled for a virtual meeting. Should you receive a request for additional information and do not reply within the timeframe indicated, your organization may be considered non-responsive and removed from consideration.

Colorado Open Records Act (CORA)

All materials submitted as part of your organization's response to this solicitation become the property of the City and is subject to the Colorado Open Records Act (CORA). If you believe any material in your submission constitutes trade secrets, privileged information, or confidential commercial or financial data, this material should be marked as confidential or proprietary in your submission. The City is not bound by a respondent's determination as to whether materials are subject to disclosure under CORA and reserves the right to independently determine whether the materials are required to be made available for inspection or otherwise produced under CORA.

If the City receives a request for such information marked as confidential, the submitting respondent will be notified. If a suit is filed to force the disclosure of such information, the City will notify the respondent, and the respondent will be responsible for taking appropriate action to defend against disclosure of its confidential information. The City has the right to use any or all information/material presented in the application, subject to limitations for proprietary or confidential information. Disqualification or denial of a response does not eliminate this right. The contents of any response to this solicitation may become contractual obligations if the project is funded, subject to negotiations and mutual agreement by all parties in the contracting process.

Important Documents

The following documents are included in BidNet® with the RFP posting. **It is very important to review all documents.** Any response missing mandatory documents listed on the Proposal Checklist and Certification Form or not meeting the submission requirements as outlined, including document formatting, may be considered incomplete and may not pass technical review.

Please review all documents with the RFP. Items with an * have additional information provided following the table.

Please note: For documents requiring the signature of an agency/company executive, an executive is considered someone who is part of your organization's leadership team (typically Director level or above).

Item	Purpose	Instructions
Attachment 1: Proposal Checklist and Certification Form	Includes submission instructions and the list of documents that must be included with your response.	Complete and sign the form. Submit with your response.
Attachment 2: Response Narrative Instructions	This includes instructions for completing your response narrative.	Follow the instructions to write your narrative. Submit your completed narrative with your response.
Attachment 3: Compensation Information*	Includes budget and fee information	Complete and sign the form. Submit with your response.
Attachment 4: Insurance Requirements and Sample Certificate	Lists the insurance that is required and must be obtained if awarded.	Submit your current insurance coverage as a COI/ACORD form with your response.
Attachment 5: Sample Agreement	Shows the terms and conditions from the City that will most likely be in a contract if awarded.	Read before signing Attachment 7.
Attachment 6: Compliance with Contract and Insurance Certification Form*	Ensures you have read and understand the insurance and contract requirements for engaging in a formal contractual relationship with the City.	Complete, initial , and sign the form. Submit with your response.
Attachment 7: Conflict of Interest Form	Where you can, list existing conflicts of interest for anyone within OSEI or other parties involved in this RFP or program administration.	Complete and sign the form. Submit with your response.
Attachment 8: Debarment and Suspension Form*	Certifies you are not debarred or suspended from working with the federal government. This certification pairs with the SAM.gov check.	Complete and sign the form. Submit with your response.
Attachment 9: Blank W-9	Must be submitted if you have not done business with the City in the last 18 months.	Complete and sign the form. Submit with your response, if applicable.

Compensation Information

Complete each portion of the compensation information document (**Attachment 3**) as is applicable to each of the service areas to which you're applying.

- **Violence interruption:** Review the fee schedule
- **Secondary prevention:** Complete the compensation table
- **Gender-specific programming:** Complete the compensation table

Thoughtful stewardship of public funds is a core value in City spending. The budget(s) included with your submission will be evaluated based on how practical and ethical they are, and how they align with the stated goals and services for each area of this RFP. Pricing will be considered alongside other criteria when making award decisions.

Funds through this solicitation may not fund religious organizations for religious purposes, and may not be used for religious programming or programs with any religious content.

Compliance with Contract and Insurance Certification Form

Any award to a vendor resulting from their response to this RFP is contingent upon the full and final execution of a contract with the City. Included in the attachments is a list of required insurance coverages (**Attachment 4**) and a sample agreement (**Attachment 5**). The terms and conditions in the sample agreement form the basis of a contract with any respondent awarded.

If your organization disagrees with any terms and conditions in the sample agreement, a brief explanation and alternative language, if any, should be included when completing the Compliance with Contract and Insurance Certification Form (**Attachment 6**) and redlined in the sample agreement (**Attachment 5**). Any exceptions to the terms and conditions of the sample agreement will be taken into consideration when evaluating each submission. The City reserves the right to reject any or all proposed modifications.

Debarment and Suspension Form

While typically a federal requirement, OSEI applies this requirement to all expenditure contracts to maintain the integrity of services provided to City residents. Whether a funding source is federal, state, or local, the City does not enter into contracts with entities that have been federally debarred or suspended. As part of a complete submission, complete the Debarment and Suspension Form (**Attachment 8**) and include it with your response.

What does debarment and suspension mean? The law implementing Federal Executive Order 12549 requires that each prospective vendor certify that it and its principals are not: debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract under a public transaction; or in violation of federal or state antitrust statutes or are indicted for or otherwise criminally or civilly charged with a commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

F. Response Evaluation and Awards

Technical Review

After this solicitation is closed, all responses that have been received will go through a technical review for completeness, ensuring all technical submission requirements are met. Criteria include, but are not limited to: all required documents were submitted, signatures by the correct people were completed across documents, and formatting requirements were met. Technical review for each submission follows standardized requirements and uses the same review form template for all responses. Technical review is completed by one or more knowledgeable individuals who do not have a conflict of interest with the respondent.

A submission must pass technical review to move forward in the evaluation process.

In the case where a response is determined to have minimal errors, such as one attachment missing or an incomplete form, the respondent may be given a time-limited opportunity to correct the issue and ensure a complete submission. Submissions which exceed the narrative page limit, do not meet formatting requirements, are missing multiple signatures, or are otherwise deemed to have an extensive number of errors are considered substantially incomplete and will not pass technical review.

****Please read all submission requirements carefully!****

Review Committee

All solicitation responses passing technical review will move on to evaluation by the Review Committee. The Review Committee is comprised of individuals with knowledge important to various areas of review, which can include programmatic understanding, budgetary considerations, and lived experience.

The initial reading and scoring by the Review Committee will be completed as a redacted review. This means that your organization's name and other identifiable information will be removed before documents are shared with Review Committee members to encourage fairness and remove bias in the review process. Reviewers will be provided with organization details during the in-person Review Committee meetings after initial reading and scoring. A standardized scoring matrix and review form is used for individual reading and scoring of all responses. A composite rating from individual review scores will be developed to indicate the group's collective ranking of the highest rated applications in descending order which will drive discussion during in-person Review Committee meetings.

The Review Committee reserves the right to make full or partial awards to a respondent, including the decision to not award based on the information provided.

The Review Committee may request additional information during the review process. This may be done in writing, interviews, or oral presentations as part of response evaluation. Any information submitted by a responding organization during this part of review will become part of the organization's response submission.

Review Criteria

Category	Description	Weight
Qualifications and Experience	- Overall qualifications and experience of the organization show stability and a proven track record for serving communities within Denver, and for supporting youth who are gang, group, and gun involved. - Demonstrates a strong competency for working with gang, group, and gun involved youth and/or adults. - Has a strong and meaningful understanding of Social Determinants of Health and how these principles are applicable to work with communities where violence occurs and with gang, group, and gun involved individuals. - Shows stability, sound governance, and a capacity to sustain safe and secure operations throughout the contract period.	20%

Equity and Inclusivity	1. There is a strong commitment to equity and accessibility in overall operations and general program delivery. 2. Best practices for engaging with gang, group, and gun involved youth are thoughtful and implemented in ways that contribute to harm reduction. 3. Staff clearly understand and/or represent the youth/families/communities they serve, and cultural competency – including a knowledge of Denver neighborhoods and its gang/group landscape – is demonstrated.	20%
Service Delivery (Reviewed separately for each service area selected)	1. Ability to provide services in the specified service area – including meeting the needs of youth/families/communities along with timelines and program requirements – is clear and robust. 2. Experience providing these services successfully to youth/families/communities is clearly stated with relevant examples, as requested. 3. Methodology for the specified service is trauma-informed, culturally relevant, and inclusive. 4. For secondary prevention and gender-specific: Demonstrates a strong ability to assess and apply the SDOH framework to case management for youth/families. 5. The organization understands potential challenges for delivering defined services and has proposed thoughtful solutions.	45%
Data, Reporting, and Finance	1. A commitment to data collection and ability to collect and report data is clearly shown. 2. Secure data practices are in place to protect client information. 3. For secondary prevention and gender-specific: The budget proposed is reasonable for the services defined with clear rationale for costs included.	15%

Notification of Award

The City reserves the right to award more than one vendor through this RFP. The City also reserves the right to award no vendors should the Review Committee determine there to be no submissions that meet the minimum qualifications and experience required to perform the services outlined in this solicitation. Any awarded respondent will be notified through email. All respondents, regardless of determination, will receive notification of the status of their submission at the end of the review process.

This is the end of this document.