

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

**Date of Request: 9/17/2018**

Please mark one:  Bill Request or  Resolution Request

**1. Type of Request:**

- Contract/Grant Agreement     Intergovernmental Agreement (IGA)     Rezoning/Text Amendment
- Dedication/Vacation     Appropriation/Supplemental     DRMC Change
- Other:

**2. Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Amends an existing standard expenditure contract with Exterro, Inc.

**3. Requesting Agency:** Technology Services

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Kevin Anthony	Name: Joe Saporito
Email: kevin.anthony@denvergov.org	Email: joseph.saporito@denvergov.org

**5. General description or background of proposed request. Attach executive summary if more space needed:**

The City Attorney’s Office (CAO) currently uses the Exterro Fusion software platform for legal holds and eDiscovery. This contract amendment will allow for the continual use of this platform with vendor support including continued software maintenance and professional services. Also, Exterro will provide Professional Services to add the Exterro In-Place Preservation (IPP) for O365 Email, SharePoint and OneDrive.

**6. City Attorney assigned to this request (if applicable):** Steve Hahn

**7. City Council District:** N/A - Citywide

**8. \*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

**Key Contract Terms**

**Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):**

Standard Expenditure contract in excess of \$500,000

**Vendor/Contractor Name:** Exterro, Inc.

**Contract control number:** TECHS - 201524522-02

*To be completed by Mayor’s Legislative Team:*

Resolution/Bill Number: RR18 1053

Date Entered: \_\_\_\_\_

Location: N/A - Citywide

Is this a new contract?  Yes  No Is this an Amendment?  Yes  No If yes, how many? Two

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Current term: 11/1/2015 - 10/31/2018 Proposed term: 11/1/2015 - 10/31/2021 Duration: 6 years

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$925,282.84	\$1,055,135	\$1,980,417.84

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/1/2015 - 10/31/2018	3 Years	10/31/2021

Scope of work:

This amendment will allow the City to procure professional services to install and setup the Exterro In-Place Preservation (IPP) for Office 365 (Email, SharePoint, and One Drive) and the EDDM SharePoint connector software into the existing Exterro environment. This professional service will include software installation, configuration, validation, go-live, and training. Exterro will also continue to support the City's use of the Exterro platform according to the Service Level Agreement.

Was this contractor selected by competitive process? Yes **If not, why not?**

Has this contractor provided these services to the City before?  Yes  No

Source of funds: Cost Center 3074600 - Technology Services Applications - Applications Build New Development

Is this contract subject to:  W/MBE  DBE  SBE  XO101  ACDBE  N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract?

N/A

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