

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor’s Legislative team with questions

Date of Request: 3/13/2026

Please mark one: Bill Request or Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

Yes No

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 a contract with All American Records Management, Inc. to add \$800,000.00 for a new total of \$1,550,000.00 for continued Records Storage and Destruction services. No change to contract term, citywide (TECHS-202369046/TECHS-202683550-01).

3. Requesting Agency: Technology Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Tyler Zimmerer	Name: Joe Saporito
Email: tyler.zimmerer@denvergov.org	Email: joseph.saporito@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed: (who, what, why)

The vendor shall meet the City’s needs for retrieval of City records, offsite records / media storage, and document shredding / destruction. Vendor shall provide secure, professionally managed off-site storage services, as well as timely and accurate retrieval and delivery services. City records are comprised of documents of various media types including, but not limited to, paper, microfiche, microfilm, videotapes, and audiotapes. This contract is used Citywide.

Under the authority of XO143-B, the City Records Manager has initiated a citywide mandate to digitize or destroy long-term storage items that have reached the end of their retention periods. To date, agencies have successfully recalled and destroyed over 10,000 of the approximately 38,000 boxes held by our vendor.

While these disposition actions incur one-time service fees per the contract, this effort will result in significant, long-term hard dollar savings by permanently reducing monthly storage overhead. We are requesting a funding expansion for this contract to finalize these high-volume destructions and realize those budget savings.

6. City Attorney assigned to this request (if applicable): Andrew Riester

7. City Council District: Citywide

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

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

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

Standard Expenditure contract exceeding \$500,000

Vendor/Contractor Name (including any dba's): All American Records Management, Inc.

Contract control number (legacy and new): Original TECHS-202369046
This amendment TECHS-202683550-01

Location: N/A

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

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

Current Term: 12/1/2023 - 12/1/2028 No Proposed Changes to Term

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

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$750,000	\$800,000	\$1,550,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
12/1/2023 - 12/1/2028	N/A	N/A

Scope of work:

Vendor will continue to provide offsite records and data storage as well as data destruction services on behalf of all agencies within the City.

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: All Agencies are responsible for funding for their specific usage

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____