

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **9 a.m. Friday**. Contact the Mayor’s Legislative team with questions

**Date of Request: 7/31/2024**

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 Exterro, Inc. to increase the contract amount and extend the term by three years for continual use and support of the Fusion Platform for Legal Hold Management software

**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: Mandy MacDonald	Name: Joe Saporito
Email: Amanda.MacDonald@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 City Attorney’s Office (CAO) currently uses the Exterro Fusion software platform for legal holds, data preservation, and electronic discovery (“eDiscovery.”) This contract amendment will allow for the continual use of this platform with vendor support, including continued software maintenance and professional services.

The Exterro platform is critical to the City Attorney’s Office, as every case filed against or by the City imposes legal obligations to identify, preserve, and eventually disclose potentially relevant information to outside parties in the discovery phase of a lawsuit. The failure to preserve and produce relevant information can lead to costly court-imposed sanctions against the City and/or its employees. In short, the CAO could not meet its discovery obligations without eDiscovery software.

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

**7. City Council District: Citywide**

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

Resolution/Bill Number: \_\_\_\_\_

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

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 exceeding \$500,000

**Vendor/Contractor Name (including any dba's):** Exterro, Inc.

**Contract control number (legacy and new):** Original TECHS-201524522-00  
This amendment TECHS-202474572-04

**Location:** N/A

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

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

Current Term: 11/1/2015 - 10/31/2024 Proposed term: 11/1/2015 - 10/31/2027 Duration: 12 years

**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>
\$3,328,877.19	\$1,544,467	\$4,873,344.19

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/1/2015 - 10/31/2024	Three Years	10/31/2027

**Scope of work:**

Vendor will continue to support the Fusion Platform according to our Service Level Agreement. This includes vendor monitoring of the application as well as issue resolution assistance to ensure the application is functioning at its maximum performance.

**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:** Technology Services Operational Funds

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

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

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

Resolution/Bill Number: \_\_\_\_\_

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

**Who are the subcontractors to this contract? N/A**

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