



CITY AND COUNTY OF DENVER
DEPARTMENT OF SAFETY
FIRE • POLICE • SHERIFF
9-1-1 • COMMUNITY CORRECTIONS
CRIME PREVENTION & CONTROL • SAFE CITY

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To: Central Purchasing

From: Department of Safety - DSD
Technology Services Division

Date: September 15, 2015

Subject: **Keefe Contract Renewal Justification**

The Department of Safety (DOS) and the Technology Services (TS) Department would like to renew the 10th year of the Keefe contract amendment commencing on January 1, 2016. DOS and TS are aware and have read Executive Order No. 8B that states that agencies should limit the duration of contracts to three to five years at which time a new solicitation should be initiated absent special circumstances. Special circumstances include contracts that require a contractor to make significant capital investments to meet the City's needs or situations where economic factors make it unfavorable for the city to re-bid a contract.

Keefe is a revenue contract that supports the inmate commissary and accounting services with the Denver Sheriff Department.

Technology Services does not have the resources to re-bid the contract this year and would like to renew it for one additional year as a special circumstance to the agency.

In addition, the City Attorney's Office agrees that this contract is not subject to re-bid.

Steve Hahn, City Attorney's Opinion:

"I believe that this system is exempt from the requirement to go to RFP every 3-5 years and can go beyond the 5 year limit based on the 'continuity of service' rationale. I am in agreement with the extension of the contract at this time."