

## 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**.

**\*All fields must be completed.\***

*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 08/11/14

Please mark one:  Bill Request or  Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes  No

If yes, please explain:

2. Title: This is to request the purchase of a software license and a support service subscription for the Alfresco Records Management module from ZIA Consulting, Inc. via contract EAPPS/0000004209.

3. Requesting Agency: Technology Services

4. Contact Person: (With actual knowledge of proposed ordinance/resolution.)

- Name: Cindy Zec
- Phone: 720-913-4958
- Email: cindy.zec@denvergov.org

5. Contact Person: (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)

- Name: Cindy Zec
- Phone: 720-913-4958
- Email: cindy.zec@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable:

The purchase of software license and a support service subscription for the Alfresco Records Management module. This module provides the ability to apply retention rules to the City's official records. The Records Management module implementation will kick off in September 2014 with a target go live date by the end of 2014

**\*\*Please complete the following fields:** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)

- a. Contract Control Number: EAPPS/0000004209
- b. Duration: 08/31/14 – 01/31/16
- c. Location: Technology Services
- d. Affected Council District: N/A
- e. Benefits: Provides the ability to apply retention rules to City records in Alfresco.
- f. Costs: \$85,000

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?)  
Please explain. None

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To be completed by Mayor's Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

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