

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 5/10/2023

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 a contract with VertIQ Software LLC by adding \$262,550 and extending the term by five years for continual use and support of the Case Management software supporting the Office of the Medical Examiner

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: Desmond Grant	Name: Joe Saporito
Email: desmond.grant@denvergov.org	Email: joseph.saporito@denvergov.org

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

The mission of the City's Office of the Medical Examiner (OME) is to establish credibility in death investigation in a system that will operate efficiently and serve the needs of the department and the community. OME provides guidance and support to the County Medical Examiner who must investigate any and all violent, suspicious, and unexpected natural deaths that occur within this jurisdiction. OME also provides forensic autopsy, investigative, and consultative services when requested to do so by County Medical Examiner personnel and law enforcement agencies. The goal of the forensic investigation and autopsy is to develop logical, scientific, and unbiased information necessary to determine the cause and manner of death for proper and accurate completion of the death certificate. The autopsy report, evidence collected, and court testimony provided are critical to both civil court and murder trials.

OME procured VertIQ's Case Management software to provide them with a best-in-class Case Management software application available through the cloud, designed for a Medical Examiner agency, incorporating the requirements as outlined in the original solicitation.

OME desires to continue with the use of the software and through this amendment will extend the software licensing, support and maintenance.

Term exceeding 3 - 5 years per Executive Order 8.

Per Executive Order 8: "Agencies should limit the duration of contracts to three to five years at which time a new solicitation should be initiated absent special circumstances." For most software applications, technology best practices would advise against decommissioning and replacing them every three to five years; therefore, the special circumstances provided below align with the justification to deviate from this policy.

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The special circumstances that justify a contract term that exceeds three to five years are listed below:

- Situations where standardization of equipment or continuity of service is required;
- Situations where competition does not exist;
- Situations where economic factors make it unfavorable for the City to re-bid a contract.

Standardization and/or Continuity of Service:

The VertiQ Case Management software application has been customized and/or configured specifically for the City’s use and is an integral tool for its business operations. The City requires the continual use of this software application to provide continuity in its internal business functions and to leverage its previous and ongoing training and efficiency within the tool.

Competition does not exist:

As the City has already purchased, implemented, has been trained on and requires the continual use of this software application, continual support from VertiQ is needed to ensure the application is functioning at its maximum performance. This is a service that is provided by software’s manufacturer, VertiQ, so an opportunity for competition does not exist.

Economic factors make it unfavorable for the City to re-bid a contract:

The City and VertiQ underwent a time and resource-consuming process from the time of purchase to having a fully implemented software application. The City would incur these costs every time a new software application is implemented; this is a substantial investment by the City. Rebidding and replacing this type of software application every three to five years would result in an unnecessary negative financial impact on the citizens of Denver. This would also negatively affect the opportunity for any type of return on the City’s investment and would put the City in a perpetual cycle of bidding, implementing, retraining and decommissioning of previous applications.

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

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 exceeding \$500,000

Vendor/Contractor Name: VertiQ Software LLC

Contract control number: Original TECHS-201737523-02
This amendment TECHS-202367372-02

Location: Citywide

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? 2nd

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

Current Term: 4/1/2018 - 4/1/2023; Proposed term: 4/1/2018 - 4/1/2028 Duration: 10 years

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
(A)	(B)	(A+B)
\$550,000	\$262,550	\$812,550

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<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
4/1/2018 - 4/1/2023	Five Years	4/1/2028

Scope of work:

Vendor will continue to support the VertiQ Case Management software 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 (via this contract)** **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

Who are the subcontractors to this contract? N/A

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