



## Legislation Details (With Text)

**File #:** 21-1378 **Version:** 1

**Type:** Resolution **Status:** Adopted

**File created:** 11/8/2021 **In control:** Land Use, Transportation & Infrastructure Committee

**On agenda:** 12/6/2021 **Final action:** 12/6/2021

**Title:** A resolution approving a proposed Contract between the City and County of Denver and Rocky Mountain Microfilm and Imaging, LLC to provide digitization of existing physical files for Community Planning and Development.  
Approves a contract with Rocky Mountain Microfilm and Imaging, LLC for \$974,029.28 and through 11-4-24 to provide digitization of existing physical files for Community Planning and Development (CPLAN-202161134). The last regularly scheduled Council meeting within the 30-day review period is on 12-20-21. The Committee approved filing this item at its meeting on 11-23-21.

**Sponsors:**

**Indexes:** Zach Rothmier

**Code sections:**

**Attachments:** 1. RR21 1378 CPD Rocky Mountain Microfilm and Imaging, 2. 21-1378 Filed Resolution\_Rocky Mountain Microfilm and Imaging, LLC 202161134-00, 3. 21-1378 Agreement\_Rocky Mountain Microfilm and Imaging, LLC 202161134-00, 4. 21-1378 Filed Resolution\_Rocky Mountain Microfilm and Imaging, LLC, 5. 21-1378 - signed

Date	Ver.	Action By	Action	Result
12/6/2021	1	Council President	signed	
12/6/2021	1	City Council	adopted	Pass
11/23/2021	1	Land Use, Transportation & Infrastructure Committee	approved by consent	

## Contract Request Template (Contracts; IGAs; Leases)

**Date Submitted:** 11-8-21

**Requesting Agency:** Community Planning and Development  
**Division:**

**Subject Matter Expert Name:**

Name: Anna Weber  
Email: Anna.Weber@denvergov.org

### Item Title & Description:

*(Do not delete the following instructions)*

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any*

*time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Contract between the City and County of Denver and Rocky Mountain Microfilm and Imaging, LLC to provide digitization of existing physical files for Community Planning and Development.**

Approves a contract with Rocky Mountain Microfilm and Imaging, LLC for \$974,029.28 and through 11-4-24 to provide digitization of existing physical files for Community Planning and Development (CPLAN-202161134). The last regularly scheduled Council meeting within the 30-day review period is on 12-20-21. The Committee approved filing this item at its meeting on 11-23-21.

**Affected Council District(s) or citywide?** Citywide

**Contract Control Number:** CPLAN-202161134

**Vendor/Contractor Name (including any "DBA"):** Rocky Mountain Microfilm and Imaging, LLC

**Type and Scope of services to be performed:**

This contract will provide scanning services for Community Planning and Development Zoning Property & Permit Records, Planning Services, Assessors Appraisal Cards, Zoning "Red Book", and Electrical Plan Files. Files will be delivered as multi-page .pdf files in a format compatible with the city's current Alfresco content management system. Accomplishing this task will allow for more efficient and effective retrieval of property records by CPD staff and members of the public.

**Location (if applicable):**

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):**

**Are WBE/MBE/DBE goals met (if applicable)?**

**Is the contract new/a renewal/extension or amendment?**

**Was this contractor selected by competitive process or sole source?**

Competitive process

**For New contracts**

**Term of initial contract:** 11/05/2021 to 11/04/2024

**Options for Renewal:**

**How many renewals (i.e. up to 2 renewals)?**

**Term of any renewals (i.e. 1 year each):**

**Cost of initial contract term:** \$974,029.28

**Cost of any renewals:**

**Total contract value council is approving if all renewals exercised:**

**For Amendments/Renewals Extensions:**

**Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?**

***If length changing***

**What was the length of the term of the original contract?**

**What is the length of the extension/renewal?**

**What is the revised total term of the contract?**

***If cost changing***

**What was the original value of the entire contract prior to this proposed change?**

**What is the value of the proposed change?**

**What is the new/revised total value including change?**

***If terms changing***

**Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)**