



Legislation Text

File #: 22-332, **Version:** 1

STRATEGIC PRIORITY: Government Performance & Financial Management

AGENDA DATE: January 26, 2022

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year cooperative purchasing agreement for the continuation of a subscription and maintenance contract for Adobe enterprise licenses for the Department of Information and Technology Services with SHI Government Solutions, Inc. through The Local Government Purchasing Cooperative (BuyBoard) agreement - Estimated amount of \$2,914,232.48 - Financing: Data Services Fund (\$1,982,193.76) and Coronavirus State and Local Fiscal Recovery Funds (\$932,038.72)

BACKGROUND

This action does not encumber funds; the purpose of a cooperative purchasing agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This cooperative purchasing agreement will provide for the continuation of a subscription and maintenance contract for Adobe enterprise licenses. The subscription is essential because it allows multiple City departments the ability to view, create, manipulate, print, and manage files in portable document format. The maintenance service will provide technical support to users experiencing issues with Adobe products 24/7. Essential daily functions that require Adobe products throughout City departments include, but are not limited to, the following:

- Develop and design City managed websites
- Redaction of sensitive information from documents
- Routing documents for electronic signatures

The Local Government Purchasing Cooperative (BuyBoard) agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code which authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 28, 2018, City Council authorized a three-year subscription and maintenance contract for Adobe enterprise licenses with SHI Government Solutions, Inc. through the BuyBoard purchasing agreement by Resolution No. 18-1705.

On September 23, 2020, City Council authorized Supplemental Agreement No. 2 to the subscription and maintenance contract for Adobe enterprise licenses with SHI Government Solutions, Inc. through the BuyBoard purchasing agreement by Resolution No. 20-1482.

On June 23, 2021, City Council authorized the acceptance of grant funds from the U.S. Department of Treasury for the Coronavirus Local Fiscal Recovery Fund to provide relief during the ongoing COVID-19 pandemic by Resolution No. 21-1149.

On September 22, 2021, City Council authorized the final reading and adoption of the appropriation ordinance for the FY 2021-22 City of Dallas Operating, Capital, and Grant & Trust Budgets, which included the ARPA funds from the U.S. Department of Treasury for the Coronavirus Local Fiscal Recovery Funds by Resolution No. 21-1590.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
Data Services Fund	\$501,851.05	\$504,529.80	\$975,812.91
Coronavirus State and Local Fiscal Recovery Funds	\$466,019.36	\$466,019.36	\$ 0.00
Total	\$967,870.41	\$970,549.16	\$975,812.91

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$2,914,232.48	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.				
• SHI Government Solutions, Inc. - Non-local; Workforce - 0.00% Local				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing Agreement	<ul style="list-style-type: none">• Cooperative purchasing agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices• The cooperative purchasing agreement is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

SHI Government Solutions, Inc.

3828 Pecana Trail
Austin, Texas

Thai Lee, President
KoGuan Leo, Chairman of the Board