



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 05/21/2024

**PRESENTER:** Keshnel Penny, CIO-Information Technology

**TITLE:** Annual Contract for Adobe software subscriptions licensing from Insight Public Sector, Inc in the estimated amount of \$57,707.86 annually through a National Cooperative Agreement with DIR. This contract will be for one year, with the option to renew for four additional one-year periods, allowing an increase not to exceed 8% with an estimated total of \$338,548.99 if all extensions are exercised

**REVIEWING COMMITTEE:** (Reviewed by the Finance and Government Committee on 05/07/2024)

### **SUMMARY:**

<u>Vendor Name</u>	<u>Annual Cost</u>	<u>Total Cost</u>
Insight Public Sector	\$57,707.86	\$338,548.99
	\$62,324.49 (1 <sup>st</sup> Renewal)	
	\$67,310.45 (2 <sup>nd</sup> Renewal)	
	\$72,695.28 (3 <sup>rd</sup> Renewal)	
	\$78,510.91 (4 <sup>th</sup> Renewal)	

### **PURPOSE OF REQUEST:**

Annual Contract for Adobe software subscriptions licensing from Insight Public Sector, Inc. for Adobe software suite of products to include Acrobat Pro, Adobe Creative Cloud, Adobe Illustrator, Adobe Photoshop CC, and more. The renewal of Adobe software subscriptions will ensure uninterrupted access to essential software for daily operations, contributing to increased efficiency and productivity across departments. These products are utilized by various departments for tasks including graphic design, video editing, signature management, document handling, form creation, and more.

The 8% annual increase is to effectively account for any anticipated increases in costs. These increases may be due to a variety of factors, such as potential inflation, shifting market conditions, and expansion of the city's workforce. This 8% increment is essentially a projection, a number that has been calculated based on an analysis of trends and patterns. The projection might not be fully realized over the course of the years. These projected costs offer the city flexibility with the licensing acquisition process.

Chapter 271.102 of the Local Government Code authorizes local governments to participate in a cooperative purchasing program with another local government or local cooperative organization. In lieu

of competitive bidding, items and services may be purchased through such agreements as the agreements have already been bid by the sponsoring entity or agency. The City of Grand Prairie has master inter-local cooperative agreements with various entities including DIR.

**PROCUREMENT DETAILS:**

Procurement Method: ☒ Cooperative-DIR

**FINANCIAL CONSIDERATION:**

Budgeted?	<input checked="" type="checkbox"/>	Fund Name: General Fund - Software Maintenance	151010-63165
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