

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Information Technology

AGENDA DATE: May 22, 2012

CONTACT PERSON/PHONE: Miguel Gamino – Director, Information Technology (915)541--4746
Bruce Collins – Purchasing Manager (915) 541-4313

DISTRICT(S) AFFECTED: All

SUBJECT:

That the Purchasing Manager for Financial Services, Purchasing Division to be authorized to issue a Purchase Order(s) to PC Mall Gov, Inc., a State Department of Information Resources (DIR) contractor under DIR State contract number DIR-SDD-1023 for Adobe Acrobat X Pro software licenses, related maintenance, and support for the acquisition and first year of support in the total estimated amount of \$58,948.60.

BACKGROUND / DISCUSSION:

The Information Technology Department (IT) is recommending PC Mall Gov Inc. for the procurement of the City's newly required Adobe Acrobat X Pro Software licenses. The total purchase amount \$58,948.60 and is funded thru the approved Information Technologies Operating General Fund Budget for Fiscal Year 2012. PC Mall Gov has the ability to provide the software licenses, along with establishing an Enterprise Agreement, which will encompass additional cost savings to newly procured licenses, and upgrades to existing software licenses. This action is consistent with City-wide standards to maintain compatible IT hardware and associated software, which is managed by the IT department.

Adobe X Pro software will be highly utilized by various City Departments and consistent with the recommended Electronic Document Review (EDR) process of Accela Automation. This comprehensive enterprise project review and management system for various types of regulatory documents-plans, architectural drawings, and licenses required to be submitted in support of plan applications and renewals. The core document review and markup tool will provide the ability to create high-impact PDF communications, assisting City Departments and end-users' to collaborate more seamlessly, and streamlines review processes. Adobe Acrobat adds end-to-end management of electronic documents assuring adherence to City policies and associated codes with a fully integrated features within Accela Automation.

SELECTION SUMMARY:

This cooperative contract was awarded from the Department of Information Resources under Contract SDD-1023. The participation by the City of El Paso in the Department of Information Resources (DIR) Cooperative Contracts Program was approved by Mayor and City Council on February 27, 2007.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Department: Information Technology
Amount: \$58,948.60
Funds Available: 34010281-40403-502107
Funds Source: General Fund

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Miguel A. Gamiño, Information Technology Director

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **MAY 22, 2012**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to PC Mall Gov, Inc., a contractor under Department of Information Resources (DIR) contract number DIR-SDD-1023, for Adobe Acrobat X Pro software licenses, related maintenance, and support. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the Department of Information Resource (DIR) Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007.

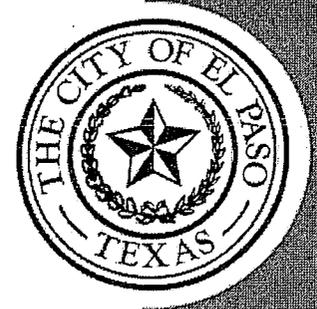
Department:	Information Technology
Award to:	PC Mall Gov, Inc. Manassas, Virginia
Total Estimated Award:	\$58,948.60 (1 year)
Account No.:	34010281-40403-502107
Funding Source:	General Fund
District(s):	All
Reference No.:	2012-217

This is a Cooperative, unit price and service contract.

*******ADDITIONAL INFO BELOW*******

Dedicated to Outstanding Customer Service for a Better Community

S E R V I C E S O L U T I O N S S U C C E S S



To: Bruce Collins, Financial Services
Purchasing Division Assistant Director

From: Miguel A. Gamifio Jr., Director
Information Technology

Authorized Signature

Date: May 22, 2012

Re: PC Mall Gov, Inc. purchase Adobe Acrobat X Pro software licenses, related maintenance, and support through Texas DIR Contract DIR-SDD-1023

The purpose of this purchase is to:

1. Is there an urgent need for the product/service? In other words, is time of the essence?

Yes. The purchase is necessary for the procurement of software licenses required for multi-departmental users' of Accela Automation Electronic Document Review. This will significantly enhance our existing document handling process and procedures.

2. Does the purchase through the Program promote the standardization of equipment?

Yes. This purchase is consistent with City-wide standards resulting in compatible Information Technology hardware and software, which are managed by the IT Department.

3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?

No, PC Gov Mall is a Department of Information Resources (DIR) contractor under DIR State Contract DIR-SDD-1023. The use of the DIR contractor provided the City of El Paso with the opportunity to establish an Enterprise Agreement with Adobe Systems resulting in added cost-savings, upgrades, maintenance, and support. The Acrobat product is available locally, though the pricing facilitated through the exclusive distribution by PC Mall Gov, Inc. through DIR is the guaranteed most competitive price in relation EA agreement as opposed to the TLP Transactional Licensing we have been using.

4. Do the available vendors have prior work experience and/or familiarity with the City?

Yes, PC Mall Gov has provided software products and services to the City of El Paso.

5. Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?

Yes, the prices were reviewed and determined to be within the parameters of the established procurement policies defined for the States DIR contract services by using a competitive bidding process in the awarding of the contract. The participation by the City of El Paso in the Texas Department of Information Resources was approved by Mayor and City Council on February 27, 2007.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Nee

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



Information Technology, Two Civic Center Plaza, El Paso, TX

79901

Phone: (915) 541-4288 Fax: (915) 541-4017



Texas Comptroller
Leadership Circle