

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

**DEPARTMENT:** INFORMATION TECHNOLOGY

**AGENDA DATE:** November 3, 2009

**CONTACT PERSON NAME AND PHONE NUMBER:** JOHN NEAL (915) 541-4288

Terrence Freiburg, Purchasing Mgr., 541-4313

**DISTRICT(S) AFFECTED:** A11

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Request that the Director of Purchasing be authorized to issue Purchase Orders to DLT Solutions in the amount of \$53,733.77. DLT Solutions is a State Department of Information Resources (DIR) contractor under DIR State Contracts DIR-SDD-513 and DIR-SDD-491 for the AutoCAD software support. Participation by the City of El Paso in the DIR Program was approved by Mayor and Council on March 6, 2007.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This request is for the annual maintenance contract renewal for the AutoCad application suite utilized by multiple departments within the City of El Paso. The software suite consists of: 30 concurrent licenses for Civil 3D, 8 concurrent licenses for AutoCad MEP and 31 concurrent licenses of AutoCad Raster. In addition to the software suite, the City is granted technical support from DLT for all issues related to the AutoCad product as well as any new versions of the product.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one?

Yes, in prior years for the maintenance contracts for core infrastructure software that spans the enterprise.

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

\$53,733.77 – FY10 General Fund Account: 502202-01101-39010351

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**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** John Neal, Interim Director

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**FINANCIAL SERVICES, PURCHASING DIVISION**

DATE: 23 October, 2009  
TO: Municipal Clerk  
Thru: Terrence Freiburg, Purchasing Manager  
Financial Services-Purchasing Division  
FROM: Michael W. Plum, Administrative Analyst

Please place the following item on the Consent Agenda for the  
Council Meeting of: **November 03, 2009.**

Item should read as follows: That the Purchasing Manager be authorized to issue a Purchase Order to DLT Solutions, Inc. in the amount of \$53,733.77. DLT Solutions, Inc. is a State Department of Information Resources (DIR) contractor under DIR State Contracts DIR-SDD-513 and DIR-SDD-491, for AutoCAD software maintenance and support. Participation by the City of El Paso in the DIR Program was approved by Mayor and Council on February 27, 2007.

Requisition 2010000598- \$53,733.77 – For AutoCAD maintenance and support

**Award amount is: \$53,733.77**

Funds available in: 39010351-502202-01101 (Data Processing Services Contracts)  
Fund Source – FY 2010 Information Technology General Fund

Department: Information Technology

SPECIAL INSTRUCTIONS: \_\_\_\_\_

City Clerk's Use

ITEM NO. \_\_\_\_\_

**Agenda Date:** November 03, 2009

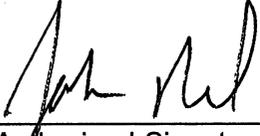
*Dedicated to Outstanding Customer Service for a Better Community*

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



To: Terrence Freiburg, Purchasing Manager  
Ed Hyatt, Administrative Analyst

From: John Neal, Interim Director  
Information Technology

  
\_\_\_\_\_  
Authorized Signature

Date: October 26, 2009

Re: Texas Department of Information Resources, Contract DIR-SDD-513 and 491

The Information Technology Department recommends purchasing the maintenance package to assist with keeping current with industry standards.

- 1. Is there an urgent need for the product/service? In other words, is time of the essence?*  
**Although this purchase is not critical, it will continue to contribute to the productivity of the City.**
- 2. Does the purchase through the Program promote the standardization of equipment?*  
**Yes, AutoCad has been the standard software platform for years.**
- 3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?*  
**This service is not available locally. However, DLT does have a local rep available in order to provide technical assistance and training.**
- 4. Do the available vendors have prior work experience and/or familiarity with the City?*  
**Yes, DLT has been serving as the primary vendor in regards to AutoCad with the City of El Paso for multiple years.**
- 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, this is consistent with past years.**

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. The standard factors used to determine the use of a Cooperative Purchasing program were approved by City Council on June 24, 2008.

Mayor  
John F. Cook

City Council

*District 1*  
Ann Morgan Lilly

*District 2*  
Susannah M. Byrd

*District 3*  
Emma Acosta

*District 4*  
Melina Castro

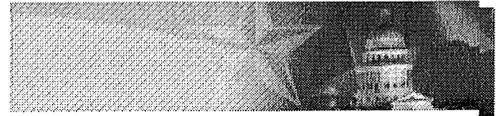
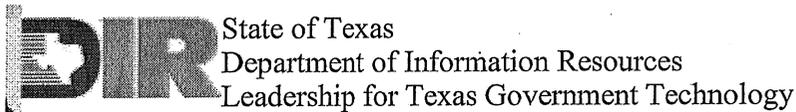
*District 5*  
Rachel Quintana

*District 6*  
Eddie Holguin Jr.

*District 7*  
Steve Ortega

*District 8*  
Beto O'Rourke

City Manager  
Joyce A. Wilson



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## DIR Store - Products and Services

- \* [Overview](#)
- \* [GoDIRect Program](#)
- \* [DIR IT Commodity List](#)
- \* [Customer Eligibility](#)
- \* [Customer FAQs](#)
- \* [Vendor FAQs](#)
- \* [Current Contracting Initiatives](#)

## Related Information

- \* [Contracting and Procurement Services](#)
- \* [Communications Technology Services Division](#)
- \* [Capitol Complex Telephone System \(CCTS\)](#)
- \* [TEX-AN](#)
- \* [Electronic State Business Daily](#)

## Search DIR

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# Go **DIR**ect *for Software*

DLT Solutions, Inc. , Vendor ID 1541599882000, offers Software products to Texas governmental and public educational entities at discounted prices through DIR's [Go DIRect Program](#).

Contract **DIR-SDD-513** expires **05/10/2010**

- [How to Order](#)
- [Contract Information](#)
- [Contacts](#)

## Available Products

- Software

## Available Brands

- Autodesk (Non-Gis)
- Autodesk Non-GIS

## How To Order

- For product and pricing information contact the DLT Solutions, Inc. vendor representative.
- **Note:** The vendor website is not yet available. In the interim, please email [Cathy Coggin](#) or contact by telephone at 703-708-6867 .
- Generate a purchase order, made payable to the participating vendor.

**Note:** You must reference **Contract Number DIR-SDD-513** on your purchase order.

- Submit your purchase order directly to the vendor.
- Fax your purchase order and quote forms to DLT Solutions, Inc. at 703-709-8450. **Note:** This contract excludes all products and services for GIS software published by Autodesk Corporation. For Autodesk GIS software please see Contract No. [DIR-SDD-491](#).

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## Contract Information

To access PDF files, use the free [Adobe Acrobat Reader](#).

[Contract DIR-SDD-513 \(33 KB\)](#)

[Appendix A, Standard Terms and Conditions \(69 KB\)](#)

[Appendix B, HUB Subcontracting Plan \(80 KB\)](#)

[Appendix C, Product and Pricing Index, updated 05/09/2009 \(44 KB\)](#)

[Appendix D, Software License Agreement \(44 KB\)](#)

[Appendix E, Service Agreement \(12 KB\)](#)  
[Amendment 1 \(34 KB\)](#)  
[Amendment 2 \(39 KB\)](#)

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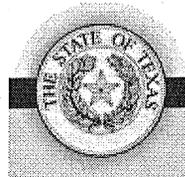
## Contacts

### Vendor Contacts

| Vendor  | HUB     | Contact  | Address  |
|---|---------|--|--|
| <b>DLT Solutions, Inc.</b><br>Vendor ID:<br>1541599882000 | non-HUB | Cathy Coggin<br>Phone: 703-708-6867<br>Fax: 703-709-8450 | 13861 Sunrise Valley Drive, Suite 400<br>Herndon, VA 20171 |

**DIR Contact**  
 Phyllis Benitez  
 Phone: (512) 463-4854

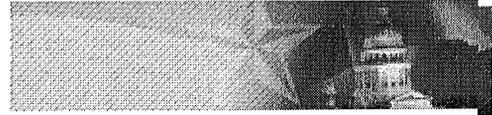
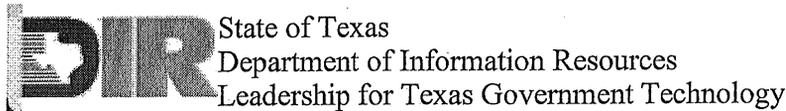
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**Department of Information Resources**  
 300 West 15th St., Suite 1300  
 Austin, TX 78701 ([Map & Directions](#))  
 1-512-475-4700

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[DIR Contacts](#) | [dirinfo@dir.state.tx.us](mailto:dirinfo@dir.state.tx.us)

Last updated September 28, 2009



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# Go Direct

## for Software

DLT Solutions, Inc., Vendor ID 1541599882000, offers Software products to Texas governmental and public educational entities at discounted prices through DIR's Go DIRect Program.

Contract **DIR-SDD-491** expires **11/15/2009**

- [How to Order](#)
- [Contract Information](#)
- [Contacts](#)

### **Available Products**

- Software

### **Available Brands**

- Autodesk (GIS)
- Autodesk GIS

## **How To Order**

- For product and pricing information, visit the DLT Solutions, Inc. website or contact the vendor representative.
- Generate a purchase order, made payable to the participating vendor.  
**Note:** You must reference **Contract Number DIR-SDD-491** on your purchase order.
- Submit your purchase order directly to the vendor.
- Fax your purchase order and quote forms to DLT Solutions, Inc. at 703-709-8450. **Note:** This contract excludes all products and services for non-GIS software published by Autodesk Corporation. For Autodesk non-GIS software please see Contract No. DIR-SDD-513.

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## **Contract Information**

To access PDF files, use the free [Adobe Acrobat Reader](#).

[Contract DIR-SDD-491 \(32 KB\)](#)

[Appendix A, Standard Terms and Conditions \(71 KB\)](#)

[Appendix B, HUB Plan \(81 KB\)](#)

[Appendix C, Pricing Index \(410 KB\)](#)

[Amendment 1 \(23 KB\)](#)

[Amendment 2 \(23 KB\)](#)

[Amendment 3 \(47 KB\)](#)

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## Contacts

### Vendor Contacts

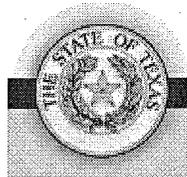
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|--|---------|---|--|
| <b>DLT Solutions, Inc.</b><br>Vendor ID:<br><b>1541599882000</b> | non-HUB | <u>Cathy Coggin</u><br>Phone: 703-708-6867<br>Fax: 703-709-8450 | 13861 Sunrise Valley Drive, Suite 400<br>Herndon, VA 20171 |

### DIR Contact

Phyllis Benitez

Phone: (512) 463-4854

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Last updated September 28, 2009