



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date:

Item Creation Date: 10/29/2020

HAS - Spending Authority for Spreadsheet Server Software from Global Software, LLC, dba Insight Software

Agenda Item#:

**Background:**

**RECOMMENDATION:**

Pass a motion approving spending authority for Spreadsheet Server software from Global Software, LLC, dba Insight Software, for the Houston Airport System (HAS) Finance Division.

**SPECIFIC EXPLANATION:**

Spreadsheet Server software is a live interface software between Excel and SAP. Insight Software's Spreadsheet Server helps automate the HAS Finance Division's key processes and improve data integrity in financial reporting. The software has been used by HAS for financial reporting since 2012. Over the years, its use has been expanded to improve process efficiency throughout the HAS Finance Division. Other software options were considered but did not provide the same level of functionality as this product by Global Software, LLC, dba Insight Software.

FY21 year-to-date spending on Insight Software is \$43,387.23 for software licenses, but additional funds in the amount of \$21,920.02 are needed for software maintenance and support through August 2021. As this additional amount will drive expenditures over the threshold requiring Council action, spending authority in the amount of \$21,920.02 is requested.

**Fiscal Note:**

Funding for this item is included in the FY2021 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

**Director's Signature:**

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DocuSigned by:  
*Mario Diaz*  
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Mario C. Diaz  
Houston Airport System

Estimated Spending Authority			
DEPARTMENT	FY2021	OUT YEARS	TOTAL
Houston Airport System	\$21,920.02	\$0.00	\$21,920.02

**Amount of Funding:**

\$21,920.02  
HAS Revenue Fund  
Fund 8001

**Contact Information:**

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