



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 9/19/2023

ALL

Item Creation Date: 8/21/2023

E32962 - License, Software, Adobe Creative Cloud (GovConnection, Inc.) - MOTION

Agenda Item#: 3.

**Background:**

**P15-E32962 – Approve the purchase of new Adobe Creative Cloud and Adobe Acrobat Pro Licenses, as well as renew existing licenses for the amount of \$59,660.00 from GovConnections, Inc through the interlocal Agreement for Cooperative Purchasing with the Texas Local Purchasing Cooperative (Buyboard) for the Houston Public Library (HPL).**

**Specific Explanation:**

The Director of the Houston Public Library and the Chief Procurement Officer recommend that City Council approve the purchase of new licenses, as well as renew existing Adobe Creative Cloud and Adobe Acrobat Pro Licenses in the total amount of **\$59,660.00** through Buyboard for the Houston Public Library Department and the authorization be given to issue a **one-time** purchase order to **GovConnection Inc.**

This purchase consists of license subscriptions to be used by the Houston Public Library (HPL). HPL will use these licenses to improve the access and usage of software for both employees as well as the public. In order to maintain progress of current projects, create new projects, make document review seamless, and not disrupt document services for either staff or public, HPL requires this one-time purchase order.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that “a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

**MWBE Participation:**

This procurement is exempt from the City’s MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

**Hire Houston First:**

This procurement is exempt from the City’s Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal/Cooperative Purchasing Agreement for this purchase.

**Fiscal Note:**

Funding for this item is included in the FY24 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

9/6/2023

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Jedediah Greenfield  
Chief Procurement Officer  
Finance/Strategic Procurement Division

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Department Approval Authority

9/11/2023

**Estimated Spending Authority**

Departments	FY2024	Out-Years	Award Amount
Houston Public Library	\$59,660.00	\$0.00	59,660.00

**Amount and Source of Funding:**

\$59,660.00  
General Fund  
Fund No.: 1000

**Contact Information:**

Jedediah Greenfield SPD (832) 393-9126

**ATTACHMENTS:**

**Description**

Certification of Funds  
Form A  
Justification Form  
Vendor Quote  
Buyboard 661-22  
Dept. Approval  
RCA  
Ownership Form

**Type**

Financial Information  
Financial Information  
Backup Material  
Backup Material  
Backup Material  
Backup Material  
Backup Material  
Backup Material