



Legislation Details (With Text)

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Title: Approve the award of a three-year purchase contract to Robert Burgess, dba Burgess Innovation Management for the purchase of Adobe Enterprise Licenses in the amount of \$187,904 (Bid File No. 9523)
Sponsors: Information Services Department
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Attachments: 1. 9523 Bid Evaluation

Date	Ver.	Action By	Action	Result
11/14/2019	2	City Council	approved	

REPORT TO THE CITY COUNCIL

November 14, 2019

FROM: BRYON HORN, CIO
Information Services Department

BY: FRANK D. VAWTER, Information Services Manager
Information Services Department

SUBJECT

Approve the award of a three-year purchase contract to Robert Burgess, dba Burgess Innovation Management for the purchase of Adobe Enterprise Licenses in the amount of \$187,904 (Bid File No. 9523)

RECOMMENDATION

Staff recommends Council approve the award of a three-year purchase contract to Robert Burgess, dba Burgess Innovation Management (Burgess) for the purchase of Adobe Enterprise Licenses in the amount of \$187,904.00. In accordance with Administrative Order 3-1, the agreement is being purchased as the result of a formal bid process, in which Burgess Innovation Management provided the lowest cost for the needed software licenses.

EXECUTIVE SUMMARY

The Information Services Department (ISD) has maintained an Enterprise Agreement to cover the support and licensing of Adobe software products. Adobe licenses its enterprise agreements in multi-year terms and does not sell directly to customers, but require purchase through an authorized distribution channel. Burgess is an authorized reseller for Adobe licenses and services.

The agreement with Adobe has allowed ISD to deploy a standardized and supported version of Adobe Acrobat citywide and achieve lower software costs on all Adobe products. Approval will assure that the City has continued use of the Adobe products, software support and discounts on additional product quantities for the next three-year Enterprise License Agreement term.

BACKGROUND

Similar to the management of the Oracle and Microsoft agreements, ISD manages the Adobe Enterprise Licensing Agreement (ELA). ISD and Adobe entered into the ELA in 2016 as a way to assure the deployment of supported, standardized software and make Adobe Acrobat available citywide as part of the standard software load. The site license included in this agreement is far more cost effective than purchasing a copy of the software for each computer and eliminates the risk of negative audit findings related to our use of Adobe Acrobat DC.

Prior to entering into the ELA with Adobe, there was a variety of versions of Adobe products running on City computers. The version differences caused a number of challenges for computer users and ISD's Service Desk staff. Standardizing reduced the amount of staff time spent on managing, supporting, tracking license use, and working within various version limitations of the software.

Looking to the future, more and more work will be done on mobile devices, smart phones and tablets. The new ELA is structured to provide licensing for Adobe Acrobat to run on Android and iOS (Apple) mobile devices.

Competitive bids were solicited for the Adobe Enterprise Licenses on October 9, 2019. Seventeen specifications were distributed to prospective bidders. The public bid opening took place on October 22, 2019, resulting in four bids received; one was determined to be non-responsive, due to the absence of a bid deposit. Burgess was determined to be the lowest responsive and responsible bidder. If the proposal is rejected by Council, the project will be re-bid, resulting in a delay of approximately 90 days to January 20, 2020.

ENVIRONMENTAL FINDINGS

By the definition provided in the California Environmental Quality Act Guidelines Section 15378, the award of this contract does not qualify as a project.

LOCAL PREFERENCE

Local preference was not implemented because no local firms responded to the bid.

FISCAL IMPACT

ISD has sufficient funds in FY20 to cover this expense, and no additional appropriations are needed. Funding has been identified in the ISD Software Acquisition and Maintenance (SAM) Fund.

Attachments:
Evaluation of Bid