



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** July 15, 2025

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Carahsoft Technology Corporation, through the Department of Information Resources (DIR) Cooperative Contract Nos. DIR-CPO-5687 and DIR-CPO-5683, and through The Interlocal Purchasing System (TIPS) Cooperative Program Contract No. 220105, for the purchase of various application licenses, software subscriptions, and Software as a Service for the Technology Services Department; providing for the expenditure of funds therefor; and providing an effective date (File 8854 – awarded to Carahsoft Technology Corporation, in the five (5) year not-to-exceed amount of \$3,266,000.00).

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Pursue Organizational Excellence and Collaborative and Respectful Leadership.

### **INFORMATION/BACKGROUND**

Carahsoft Technology Corporation provides Software as a Service (SaaS), Information Technology (IT) Products, and Related Services. The City of Denton currently purchases subscription licenses through Carahsoft for various applications: DocuSign, SmartSheet, EngagementHQ (Discuss Denton), Waste Services, Cellbrite, and Legistar. The co-ops allow the City to acquire vendor implementation services through Carahsoft that include the configuration of software, development of interfaces, professional services related to the deployment of a software solution, and end-user training.

Cooperative Contract	Example of Expenditures
DIR-CPO-5683	Oracle Fusion, HipLink
DIR-CPO-5687	Cellbrite, DocuSign, SmartSheet
TIPS 220105	OpenGov, Granicus (Legistar, EHQ, Waste Services)

This is an enterprise contract that is used by multiple departments. Below are the estimated expenditures along with a 30% contingency that will provide additional spending authority for increasing annual subscription license costs and growth for new licenses and applications that can be purchased through the cooperative contracts.

<b>Project Description</b>	<b>Estimated 5-Year Expenditure</b>
Year 1	\$447,413.35
Year 2	478,732.28
Year 3	494,959.63
Year 4	527,856.80
Year 5	563,056.78
Contingency for additional support hours	753,981.16
<b>Total</b>	<b>\$3,266,000.00</b>

Pricing obtained through the Texas Department of Information Resources (DIR) Cooperative Purchasing Network and The Interlocal Purchasing System has been competitively bid and meets the statutory requirements of Texas Local Government Code 271.102.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On May 17, 2011, City Council approved the interlocal agreement with The Interlocal Purchasing System (Ordinance 2011-082).

On January 28, 2020, City Council approved the interlocal agreement with the Department of Information Resources Purchasing Network (Ordinance 20-196).

### **RECOMMENDATION**

Award a contract with Carahsoft Technology Corporation, for the purchase of various application licenses, software subscriptions, and Software as a Service for the Technology Services Department, in a five (5) year not-to-exceed amount of \$3,266,000.

### **PRINCIPAL PLACE OF BUSINESS**

Carahsoft Technology Corporation  
Reston, VA

### **ESTIMATED SCHEDULE OF PROJECT**

This is a five (5) year contract. DIR-CPO-5687 expires on July 29, 2020, DIR-CPO-5683 expires on January 22, 2030, and TIPS 220105 expires on May 31, 2027.

### **FISCAL INFORMATION**

These products and services will be funded through the using department's budget on an as-needed basis. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Leisha Meine, 940-349-7823.

Legal point of contact: Marcella Lunn at 940-349-8333.