



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
DCM: David Gaines
DATE: August 2, 2022

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 Texas Department of Information Resources (DIR) Cooperative Purchasing Network Contract Nos. DIR-CPO-4444, for Education Information Technology (I.T.) Products and Related Services, and DIR-TSO-4288, for Software Products, Software Services, Software as a Service (SaaS); providing for the expenditure of funds therefor; and providing an effective date (File 8043 – awarded to Carahsoft Technology Corporation, in the not-to-exceed amount of \$1,240,000.00).

INFORMATION/BACKGROUND

Carahsoft Technology Corporation provides Software as a Service, Information Technology (IT) Products, and Related Services. Items covered under this contract include, but are not limited to, DocuSign, SmartSheet, Formstack, Atlassian (Confluence), and Granicus. The City of Denton currently utilizes Carahsoft for subscription licenses for various applications to be used on or accessed by City workstations, mobile devices, and servers. This allows the City to acquire vendor implementation services, improving efficiencies in implementing new software solutions. These services include but may not be limited to the configuration of the software, development of interfaces, professional services related to the deployment of the software solution, and end-user training.

DIR Co-Op Contract	Examples of Items Purchased from Co-Ops
DIR-CPO-4444	DocuSign
DIR-TSO-4288	Atlassian (Confluence), SmartSheet, Formstack, Granicus

Contract Term	Estimated Annual Spend
Year 1	202,000.00
Year 2	202,000.00
Year 3	202,000.00
Year 4	202,000.00
Year 5	202,000.00
Contingency for future growth	230,000.00
Total 5-Year NTE Amount:	\$1,240,000.00

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

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

RECOMMENDATION

Award a contract with Carahsoft Technology Corporation, for Education Information Technology (I.T.) Products and Related Services and Software Products, Software Services, Software as a Service (SaaS), in a not-to-exceed amount of \$1,240,000.

ESTIMATED SCHEDULE OF PROJECT

These DIR contracts expire on January 23, 2025, and February 21, 2025.

FISCAL INFORMATION

These items and services will be funded through Technology Services operating budget 830400.7804 and the department's budget. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$1,240,000. 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: Pricing Sheets

Exhibit 3: Ordinance

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.