

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MilHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 08/22/2022

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
- Dedication/Vacation Appropriation/Supplemental DRMC Change
- Other:

2. Title: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a contract with SHI International Corp. for three years for the amount of \$1,777,667.66 for continued use of Adobe Products.

3. Requesting Agency: Technology Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Jennifer Randolph	Name: Joe Saporito
Email: jennifer.randolph@denvergov.org	Email: joseph.saporito@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

The City uses Adobe to meet the challenges of digital transformation. Adobe allows users to create and edit forms, graphic design, and web development among other uses. Adobe Software has previously been purchased on a PO through a reseller. Having this contract with SHI in place, allows TS to leverage a pricing agreement and protecting City data. Execution of this contract will allow City agencies to continue to grow their business while providing the best customer service possible while moving to a digital space.

6. City Attorney assigned to this request (if applicable): Andrew Riester

7. City Council District: N/A - Citywide

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

Key Contract Terms

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Professional Services contract exceeding \$500,000

Vendor/Contractor Name: SHI International Corp

Contract control number: TECHS-202263894

Location: Citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?**

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Current Term: N/A

Proposed Term 07/17/2022 – 07/18/2025

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
0	1,777,667.66	1,777,667.66

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	Three Years	07/18/2025

Scope of work:

Purchase Adobe Software: Adobe Acrobat, Adobe Sign, and Creative Suite products such as Photoshop, Illustrator, and InDesign, for use by City employees.

Was this contractor selected by competitive process? Yes **If not, why not?**

Has this contractor provided these services to the City before? Yes No

Source of funds: TS Operational

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____