



Legislation Text

File #: 22-1053, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted: 9-5-2022**

**Requesting Agency: Technology Services  
Division:**

**Subject Matter Expert Name: Jennifer Randolph**

**Email Address:** [jennifer.randolph@denvergov.org](mailto:jennifer.randolph@denvergov.org) <<mailto:jennifer.randolph@denvergov.org>>

**Phone Number:**

**Item Title & Description:**

*(Do not delete the following instructions)*

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Agreement between the City and County of Denver and SHI International Corp. for the continued use of Adobe Software Products.**

Approves a contract with SHI International Corp. for \$1,777,667.66 and three years for the continued use of Adobe Software Products, citywide (TECHS-202263894). The last regularly scheduled Council meeting within the 30-day review period is on 10-10-2022. The Committee approved filing this item at its meeting on 9-6-2022.

**Affected Council District(s) or citywide? Citywide**

**Contract Control Number:** TECHS-202263894

**Vendor/Contractor Name (including any "DBA"):** SHI International Corp.

**Type and Scope of services to be performed:**

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.

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

**Location (if applicable): Citywide**

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts): N/A**

**Are WBE/MBE/DBE goals met (if applicable)?**

**Is the contract new/a renewal/extension or amendment?**

New

**Was this contractor selected by competitive process or sole source?**

Comp.

**For New contracts**

**Term of initial contract:**

3 years

**Options for Renewal:**

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

**Cost of initial contract term:**

1,777,667.66

**Cost of any renewals:**

**Total contract value council is approving if all renewals exercised:**

**For Amendments/Renewals Extensions:**

**Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?**

***If length changing***

**What was the length of the term of the original contract?**

**What is the length of the extension/renewal?**

**What is the revised total term of the contract?**

***If cost changing***

**What was the original value of the entire contract prior to this proposed change?**

**What is the value of the proposed change?**

**What is the new/revised total value including change?**

***If terms changing***

**Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)**