



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: SEPTEMBER 21, 2021**  
**FROM: INNOVATION AND TECHNOLOGY**      **WARDS: ALL**  
**SUBJECT: AUTODESK SOFTWARE SUBSCRIPTIONS FROM DLT SOLUTIONS, INC. FOR FISCAL YEAR 2021/22 IN THE AMOUNT OF \$85,749**

## **ISSUE:**

Authorize the purchase of AutoDesk software subscriptions from DLT Solutions, Inc. for Fiscal Year 2021/22, in the amount of \$85,749.

## **RECOMMENDATIONS:**

That the City Council:

1. Authorize the purchase of AutoDesk software subscriptions from DLT Solutions, Inc. for Fiscal Year 2021/22 in the amount of \$85,749; and
2. Authorize the City Manager, or designee, to execute any supplementary documentation needed to effectuate these purchases, including making minor and non-substantive changes.

## **BACKGROUND:**

Autodesk licenses were previously purchased and managed by multiple departments throughout the city. As a result, coverage term dates varied depending on the date of purchase. Additionally, license management was handled by each respective department and/or division. In an effort to remain license compliant and centralize the license management process, the City has requested that the vendor co-term all existing and new purchases. Autodesk license management is now overseen by the Innovation and Technology Department (IT) and has allowed for the alignment of license expiration dates, assisting with budget planning, and one central department to retain records of each license purchased in the chance of an audit.

## **DISCUSSION:**

Autodesk's broad portfolio of products and services enables the city to foster innovation, optimize and improve our designs, improve quality, communicate plans, and collaborate with others.

Currently, Autodesk products are used by the following departments: Public Works, Public Utilities, and Parks, Recreation and Community Services.

The software for architecture, engineering, and construction is the way buildings, roadways, parks and other infrastructure are designed and built. Additionally, it supports Building Information Modeling with integrated features to improve drafting, design, and construction documentation along with streamlining workflows.

The IT Department has determined that it is necessary to continue the procurement of the AutoDesk, Inc. products for an estimated total of \$85,749 for Fiscal Year 2021/22. Pricing is subject to the General Services Administration (GSA) Schedule Contract # GS-35F-267DA through GSA IT Large Category (formerly GSA IT70).

Article Six of Purchasing Resolution 23256 notes the requirements for the procurement of goods and materials. Section 602(h) allows for an exception to competitive procurement “When the Procurement is subject to Section 403 of this Resolution”. Article Seven of Purchasing Resolution 23256 notes the requirements for the procurement of services. Section 702(h) also allows for an exception to competitive procurement for the same reason as 602(h) but in regard to services. Section 403 of Purchasing Resolution 23256 states “Competitive Procurement shall not be required for Information Technology software maintenance and license renewals; training; advertising; or professional recruitment services where the Manager is satisfied that the best price, terms and condition for the Procurement thereof have been negotiated.”

The Purchasing Manager concurs that the recommended action to approve continued services is in compliance with Section 403 of Purchasing Resolution No. 23256.

### **STRATEGIC PLAN ALIGNMENT:**

This item contributes to Strategic Priority No. 6 - *Infrastructure, Mobility and Connectivity* and Goal No. 6.2 – Maintain, protect, and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity:

This item aligns with EACH of the five Cross-Cutting Threads as follows:

1. **Community Trust** – These computer-aided tools ensure that the city can adequately and effectively produce graphs, complex designs and an array of other projects in various fields serving the public interest, benefiting the City’s diverse populations and resulting in greater public good.
2. **Equity** – Internal team collaborations and communication methods are enhanced by sharing various design techniques, plan updates and revisions as they relate to a variety of city projects.
3. **Fiscal Responsibility** – Utilizing a Cooperative agreement ensures the city is receiving the best rates available.
4. **Innovation** – The City has the ability to access the latest software programing which provides the tools to better manage routine assignments and take on new and innovative projects and design concepts.
5. **Sustainability & Resiliency** – Users have access to cloud and software services which

allows for faster computing times, validate design objectives, and overall lead to a more efficient work production.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$85,749. Funds are budgeted and available in the General Fund, Innovation and Technology Software Maintenance/Support Account No. 2410000-424310. Appropriations for future fiscal years will be included in department budget submissions for those fiscal years to be presented to the City Council for approval. Requests for annual renewals of these software licenses will be included in the IT Department annual renewal procurement Council Memo.

Prepared by:	George Khalil, Chief Information Officer
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Approved as to form:	Phaedra A. Norton, City Attorney