



AGENDA MEMORANDUM

Action Item for the City Council Meeting September 23, 2025

DATE: September 23, 2025

TO: Peter Zanoni, City Manager

FROM: Peter Collins, Director of Information Technology
PeterC@cctexas.com
(361) 826-3735

Sergio Villasana
SergioV2@cctexas.com
(361) 826-3227

Adobe Subscription Renewals

CAPTION:

Motion authorizing execution of a one-year cooperative agreement with Insight Public Sector, Inc., of Chandler, Arizona, through the Omnia Cooperative, in an amount not to exceed \$129,064.41, for renewal of Adobe licenses for use of Acrobat, Captivate, Creative Cloud, Illustrator, InDesign, Photoshop, and Sign for City departments, with FY 2025 funding from various funds and continuing one-year renewals, subject to sufficient future appropriations.

SUMMARY:

This one-year renewal ensures our continued access to these essential software tools, which are critical for various functions across our organization, including document management, content creation, graphic design, and digital signatures.

BACKGROUND AND FINDINGS:

The City utilizes a wide variety of Adobe products throughout our organization. Our Adobe software licenses include 732 Acrobat licenses, 32 Creative Cloud licenses, 13 Photoshop licenses, 10,000 Adobe Sign documents, and one of Captivate, Illustrator, and InDesign licenses. These digital tools are essential for our teams every day. This is for a one-year renewal.

Acrobat is vital for handling PDFs, allowing us to create, edit, and share important documents reliably. Adobe Sign simplifies the process of obtaining digital signatures, making it quick and secure, which saves us both time and paper. For visual projects, our creative teams depend on Photoshop for photo editing and Illustrator for designing graphics, such as logos and flyers, that maintain high quality at any size. InDesign assists us in assembling professional-looking

documents and brochures. Finally, Creative Cloud serves as our all-access pass, providing the latest versions of these programs and seamless integration to help our teams collaborate efficiently from anywhere.

PROCUREMENT DETAIL:

Information Technology in conjunction with the Procurement Division of Finance, examined other cooperative contracts and service offerings to find the most cost-effective option for the City. Contracts awarded through the Cooperatives have been competitively procured in compliance with Texas Local and State procurement requirements. Prices were checked DIR, Sourcewell, and Omnia Partners.

Unit	Omnia Partners	Sourcewell	DIR
Adobe Subscription	\$129,064.41	\$129,967.35	\$150,663.38

ALTERNATIVES:

No alternatives.

FISCAL IMPACT:

The fiscal impact in FY 2025 is \$129,064.41. Each department is responsible for budgeting these licenses within their operating budgets each year.

FUNDING DETAIL:

Fund: Various
Organization/Activity: Various
Department: Various
Project # (CIP Only): N/A
Account: 520105 Computer Software
Amount: \$129,064.41

RECOMMENDATION:

Staff recommends approval of this motion authorizing a service agreement with Insight Public Sector, Inc. as presented.

LIST OF SUPPORTING DOCUMENTS:

Purchase Agreement Co-op
Price Sheet
Funding Detail