



City of Austin

Recommendation for Action

File #: 25-2089, **Agenda Item #:** 35.

10/23/2025

Posting Language

Authorize a contract for Adobe products and services for document creation, editing and collaboration for all City departments with Insight Public Sector Inc d/b/a Insight Public Sector for an initial term of three years with up to two one-year extension options in an amount not to exceed \$8,730,000. Funding: \$1,271,000 is available in the Operating Budgets of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Lead Department

Austin Financial Services.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$1,271,000 is available in the Fiscal Year 2025-2026 Operating Budgets of various City departments.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Multiple cooperative purchase programs were reviewed for these services. Austin Financial Services has determined this contractor best meets the needs of all City departments to provide these services required for the City.

MBE/WBE:

Cooperative Agreements are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). Therefore, no subcontracting goals were established.

For More Information:

Direct questions regarding this Recommendation for Council Action to Austin Financial Services - Central Procurement at FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Additional Backup Information:

This contract is for Adobe's enterprise products and services, including the Enterprise Term License Agreement and Value Incentive Plan licenses used for document creation, editing and collaboration. The Enterprise Term License Agreement and Value Incentive Plan licenses allow the City to better organize and consolidate their Adobe software portfolio to facilitate upgrades, annual subscription renewals, and new purchases.

This contract will replace the existing contract that expired September 2, 2025. The requested authorization amount was determined using departmental estimates based on historical spend and anticipated future usage. The recommended contractor is not the current provider for these services.

The State of Texas Department of Information Resources is cooperative purchasing association recognized under Texas procurement statutes. Cooperative associations, themselves or using a lead government, competitively solicit and award contracts that are eligible for use by other qualified state and local governments. Due to their substantial volumes, larger than any one government could achieve independently, cooperative contracts routinely include superior terms, conditions, and pricing. Use of cooperative contracts also results in lower administrative costs and time savings.

A delay in contract approval could impact department access to adobe software products.

Contract Details:		
Contract Term	Length of Term	Contract Authorization
Initial Term	3 years	\$4,895,200
Optional Extension 1	1 year	\$1,841,400
Optional Extension 2	1 year	\$1,993,400
Total	5 years	\$8,730,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.