

AGENDA ITEM 8.F.

RE: Approval for Interlocal Agreement with El Paso Community College and Authorize the Purchase of Adobe Software Licenses Through the Competitive RFP Awarded by El Paso Community College and Authorize the President or Designee to Execute All Related Documents

STAFF RECOMMENDATION: That the Board of Trustees approve the Interlocal Agreement between Laredo College and El Paso County Community College District; adopt the accompanying Resolution authorizing participation in the cooperative purchasing arrangement; authorize the purchase of Adobe software licenses and related services through the competitively procured EPCC contract in the amount of \$32,574.00; and authorize the College President or designee to negotiate, execute, and administer all agreements, purchase orders, renewals, amendments, and other documents necessary to effectuate the purchase.

BACKGROUND: Administration recommends that the Board of Trustees approve an Interlocal Agreement between Laredo College and El Paso County Community College District (EPCC) pursuant to Chapter 791 of the Texas Government Code. The agreement establishes a cooperative purchasing arrangement that allows each institution to utilize contracts competitively procured by the other, where permitted by law. The agreement is intended to promote procurement efficiency, reduce administrative costs, and provide opportunities for economies of scale.

Under the proposed agreement, Laredo College may purchase goods and services through contracts competitively procured by EPCC in compliance with applicable Texas procurement requirements. The agreement has an initial one-year term and automatically renews for successive one-year periods unless terminated by either party with thirty days' written notice. No administrative fees are associated with purchases made under the agreement.

As an initial purchase under the Interlocal Agreement, Administration recommends the acquisition of Adobe software licenses and related services through the competitive procurement conducted by EPCC. The proposed licensing package supports instructional, administrative, student success, and institutional operational needs. The accompanying resolution provides the Board's authorization to participate in the Interlocal Agreement, purchase the Adobe licenses, and authorize the College President or designee to execute the necessary agreements, purchase orders, renewals, amendments, and related documents.

The current quote from JourneyEd.com includes Adobe All Apps Pro Plus for faculty and staff, Adobe Acrobat Sign, shared-device licensing for laboratories, libraries and classrooms, Adobe Express for students, Creative Cloud All Apps Pro Plus student licenses, and Adobe Acrobat PDF Services API. The quoted total is \$32,574.00.

BUDGETARY CONSIDERATIONS: \$32,574.00. Funds have been budgeted in the Information Technology Departments software line item.

CONTACT PERSONS:

Dr. Minita Ramirez, President

Mr. Cesar E. Vela Jr., CPA, Vice President of Finance and Administration

Mr. Albert Chavez, Associate Vice President of Information Technology

Mr. Miguel Rangel, Director of Purchasing