

**IFB #18-07**  
**Regular Board Meeting September 11, 2017**  
**Consideration of Approval to Contract for**  
**Enterprise Term License Agreement for Adobe Products**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends the Board of Trustees approve a contract for an Enterprise Term License Agreement (ETLA) for Adobe Products from JourneyEd.com Inc. for the College.

**BACKGROUND**

Adobe software products are considered the industry standard for most environments and are used for a wide variety of administrative and instructional needs. The College's existing three-year ETLA with Adobe is expiring and is scheduled to be renewed in order to continue using the products as currently installed on office and lab computers. The new agreement will allow the College's faculty, staff, and students the continued use of Adobe's Creative Cloud for Enterprise suite of software on College-owned computers.

An invitation for bids (IFB), Project Number 18-07, was issued to procure an ETLA for Adobe Products. One response was received and reviewed by representatives from the ITS department who determined the bid submitted by JourneyEd.com Inc. would continue to meet the College's needs at a significant savings over other market pricing options.

**IMPACT OF THIS ACTION**

This purchase will allow the College to continue using the Adobe products in their current capacity and for the ITS department to continue providing a consistent and updated environment to meet new and existing administrative or instructional needs.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure is \$119,770. This expenditure will be funded from the ITS department's 2017-2018 operating budget and subsequent year budgets, subject to approval by the Board.

**MONITORING AND REPORTING TIMELINE**

The contract award term will be for three years ending October 26, 2020.

**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

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**Project Name** Enterprise Term License Agreement for Adobe Products  
**Project Number** 18-07

### Final Ranking

Vendor Name	Total Bid Price	Notes
JourneyEd.com Inc.	\$119,770	Bid price is based on 2,065 full time equivalent (FTE) users