



RESOLUTION NO. 6963

A RESOLUTION OF THE ALBANY CITY COUNCIL, ACTING AS THE LOCAL CONTRACT REVIEW BOARD, WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE FINANCE DIRECTOR TO ENTER INTO A CONTRACT WITH CARAHSOFT TECHNOLOGY CORPORATION TO PURCHASE DOCUSIGN CLOUD SERVICES FOR APPROXIMATELY \$50,190 FOR A THREE-YEAR TERM.

WHEREAS, current workflow processes used to distribute documents and contracts for review and execution require delivery and processing in a more expedient and efficient manner; and

WHEREAS, staff conducted a review of citywide department tasks that could benefit from the use of an electronic workflow and document signature instrument and over 45 tasks and workflow events were identified as benefitting from cloud-based services; and

WHEREAS, the State of Utah conducted a request for proposals for Cloud Solutions and related services on behalf of the National Association of State Procurement Officials (NASPO), resulting in Master Agreement No. AR2472, with Carahsoft Technology Corporation, the government IT solutions provider of DocuSign's cloud-based services and related professional services; and

WHEREAS, the State of Oregon entered into a Participating Addendum, Contract No. 9412, to the Master Agreement, making it available for use by the City of Albany and other members of the Oregon Cooperative Procurement Program (ORCPP); and

WHEREAS, the permissive cooperative contract was established in accordance with ORS 279A.200 through 279A.225 and OAR 137-046-0400 through 137-046-0480 allowing cost savings to be passed on to cooperative network members; and

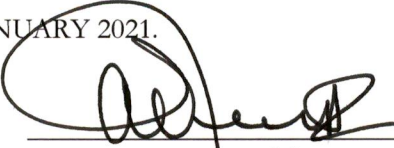
WHEREAS, Carahsoft Technology Corporation provided a fixed cost proposal for the first of three consecutive terms of approximately \$50,190 to provide DocuSign Enterprise Pro for governments with related support, configuration, consulting, training and ancillary DocuSign services; and

WHEREAS, the solicitation requesting proposals for Cloud Solutions and related services was advertised in the State of Oregon, meeting the requirements of ORS 279A.215, and is not required to be further noticed.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council, acting as the local contract review board, authorizes an exemption from the competitive bidding process to use a permissive cooperative agreement established by the State of Utah, for a fixed three-year term for \$50,190, with an option to negotiate two additional contract terms for Cloud Solutions and related services provided by Carahsoft Technology Corporation; and


BE IT FURTHER RESOLVED that the Albany City Council authorizes the Finance Director to enter into a contract with Carahsoft Technology Corporation to purchase DocuSign Enterprise Pro for governments with related cloud professional services.

DATED AND EFFECTIVE THIS 27TH DAY OF JANUARY 2021.



Mayor

ATTEST:



City Clerk

