



Request for Purchasing Manager Signature

(\$Up to \$50,000)

| | | |
|---|------------------------------|-----------|
| Project Name/Contract Number: | Adobe Pro and Creative Cloud | #224-299 |
| Department Contact / Department Name: | Keegan Rodriguez | I.T. |
| Date of City Council Approval: (Past or Recent) | September | |
| Return Signed Document to: | Angela Hernandez | Ext: 8181 |

Background/Purpose:

To renew software contract 224-299 for Adobe Acrobat Pro for Enterprise, Qty 102 Licenses. This includes Adobe Creative Cloud for Enterprise Qty 46 Licenses, CDWG Vendor is on Omnia Partners ESCR4-R210401 Tech Sol. Products/ Services. The terms are from 9/30/2025 – 9/29/2025

Funding Review & Approval by Director:

| User Department Director | Approval | Date | GL Account | Amount |
|---|----------|------|------------|--------------------------|
| Shaun Condor – ENG/CIP | | | NTE | \$1,911.36 |
| Elizabeth Trevino – City Clerk & Records Management | | | NTE | \$569.70 \$227.88 |
| Stephanie Reyes - CMO | | | NTE | \$683.64 |
| Lauren Surley – Communications | | | NTE | \$5,961.96 |
| Rebecca Ybarra – CVB & Main Street | | | NTE | \$6,075.90 \$1,069.62 |
| Jon Locke – Finance & Utility Billing | | | NTE | \$683.64 \$797.58 |
| Les Stephens – Fire & Fire Marshal | | | NTE | \$227.88 \$227.88 |
| Lindsey Cox – HR | | | NTE | \$341.82 |

| | | | | |
|--|--|--|-----|------------------------|
| Sam Aguirre – Legal | | | NTE | \$683.64 |
| Natalie McAdams – Library | | | NTE | \$3,094.92 |
| Tiffany Williams – Marshal's Office | | | NTE | \$227.88 |
| Greg Carr – Neighborhood Enhancement & Resource Recovery | | | NTE | \$1,297.50 \$955.68 |
| Jamie Lee Case – PARD | | | NTE | \$4,164.54 |
| Amanda Hernandez – Development Services | | | NTE | \$13,563.24 |
| Stan Standridge – Police | | | NTE | \$5,759.70 |
| Sabas Avila – Public Works (Transportation) | | | NTE | \$5,190.00 |
| Tyler Hjorth – SMTX Utilities (Water-Admin) | | | NTE | \$1,639.32 |

Reviewed / Approved:

| | | | |
|-----------------------------------|----------------------------|-------|--|
| User Department Director: | SEE APPROVALS LISTED ABOVE | Date: | |
| Purchasing / Contracting POC: | Angela Hernandez | Date: | |
| Finance Director: (CDBG-DR) | N/A | Date: | |
| Purchasing Manager: | | Date: | |
| Procurement Program Administrator | | | |

EXHIBIT B
AUTHORIZATION OF CHANGE IN SERVICE

| | | | |
|-----------------------------|---|-----------------------|---------|
| CONTRACT NAME: | Adobe Pro and Creative Cloud OMNIA ESCR4 R210401 Tech Sol. | NUMBER: | 224-299 |
| CONTRACTOR: | CDW Government | | |
| ORIG. CONTRACT DATE: | September 30, 2024 | RESOLUTION NO: | |
| CITY REPRESENTATIVE: | Keegan Rodriguez | DEPT: | I.T. |
| DATE: | September | ACIS NO.: | 1 |

DESCRIPTION OF WORK TO BE ADDED TO OR DELETED FROM SCOPE OF SERVICES:

This contract is hereby renewed pursuant to the terms of the contract for the period of September 30, 2025 through September 30, 2025 for Acrobat Pro and Creative Cloud in the amount of \$55,583.16:

- Acrobat Pro for enterprise: 102 @ \$113.94/ea.
- Creative Cloud for enterprise: 46 @ \$955.68/ea.

Pricing and scope of services will be as set out in the attached quote. Per the quote: The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that application line item. In this case Omnia Partners – IT Solutions, Contract #ESCR4 R210401 Tech Sol.

| | | |
|---|--|---------------|
| Original Contract Amount: | | \$ 51,546.34 |
| Previous Increases in Contract Amount: | | \$ 0.00 |
| CURRENT CONTRACT AMOUNT: | | \$ 51,546.34 |
| This Increase in Contract Amount: | | \$ 55,583.16 |
| REVISED CONTRACT AMOUNT: | | \$ 107,129.50 |

CONTRACTOR: CDW Government

Signature

Date

Print Full Name / Title (if not in individual capacity)

CITY:

Signature

Date

Print Name / Title

City Department Use Only Below This Line (PM, POC, etc.).

| Account Number(s): | Amount | Date |
|---------------------|----------------------|------|
| # SEE ATTACHED LIST | \$ SEE ATTACHED LIST | |
| # | \$ | |
| # | \$ | |



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

KEEGAN RODRIGUEZ,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------|
| PMQT050 | 7/10/2025 | PMQT050 | 1800179 | \$55,583.16 |

| QUOTE DETAILS | | | | |
|--|-----|---------|------------|-------------|
| ITEM | QTY | CDW# | UNIT PRICE | EXT. PRICE |
| Adobe Acrobat Pro for enterprise - Subscription Renewal - 1 user Mfg. Part#: 65324170BC09A12 Electronic distribution - NO MEDIA Contract: OMNIA ESCR4 R210401 Tech Sol. Products/Services (R210401) | 102 | 7245814 | \$113.94 | \$11,621.88 |
| ADO CC ALL APPS 4 F ENT RNW LGA L9 Mfg. Part#: 65310105BC09F12 Electronic distribution - NO MEDIA Contract: OMNIA ESCR4 R210401 Tech Sol. Products/Services (R210401) | 46 | 8418525 | \$955.68 | \$43,961.28 |

| | |
|-------------|-------------|
| SUBTOTAL | \$55,583.16 |
| SHIPPING | \$0.00 |
| SALES TAX | \$0.00 |
| GRAND TOTAL | \$55,583.16 |

| PURCHASER BILLING INFO | DELIVER TO |
|--|---|
| Billing Address: CITY OF SAN MARCOS TEXAS IT DEPT 630 E HOPKINS ST SAN MARCOS, TX 78666-6300 Phone: (512) 393-8110 Payment Terms: Master Card | Shipping Address: CITY OF SAN MARCOS TEXAS IT DEPT 630 E HOPKINS ST SAN MARCOS, TX 78666-6300 Phone: (512) 393-8110 Shipping Method: ELECTRONIC DISTRIBUTION |
| Please remit payments to: | |
| CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515 | |



Sales Contact Info

Maddie King | (877) 426-3182 | maddie.king@cdwg.com

Need Help?



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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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| | |
|----------------|-----------|
| Adobe Pro | \$ 113.94 |
| Creative Cloud | \$ 955.68 |

| Department | Adobe Pro | Creative Cloud | Cost | GL |
|--------------------------|-----------|----------------|--------------|----------------|
| CIP/Engineering | 0 | 2 | \$ 1,911.36 | 10001132-52397 |
| City Clerk | 5 | 0 | \$ 569.70 | 10001101-52397 |
| Records Management | 2 | 0 | \$ 227.88 | 10001101-52397 |
| City Manager's | 6 | 0 | \$ 683.64 | 10001100-52397 |
| Communications | 2 | 6 | \$ 5,961.96 | 10001103-52397 |
| CVB | 3 | 6 | \$ 6,075.90 | 12024224-52397 |
| Facilities | 2 | 0 | \$ 227.88 | 10003180-52397 |
| Finance | 6 | 0 | \$ 683.64 | 10001105-52397 |
| Fire Dept. | 2 | 0 | \$ 227.88 | 10002135-52397 |
| Fire Marshal | 2 | 0 | \$ 227.88 | 10002136-52397 |
| Human Resources | 3 | 0 | \$ 341.82 | 10001111-52397 |
| Legal | 6 | 0 | \$ 683.64 | 10001108-52397 |
| Library | 2 | 3 | \$ 3,094.92 | 10003165-52397 |
| Main Street | 1 | 1 | \$ 1,069.62 | 12024225-52397 |
| Marshals | 2 | 0 | \$ 227.88 | 10002177-52397 |
| Neighborhood Enhancement | 3 | 1 | \$ 1,297.50 | 10003168-52397 |
| Resource Recovery | 0 | 1 | \$ 955.68 | 10003168-52397 |
| Parks and Recreation | 3 | 4 | \$ 4,164.54 | 10003171-52397 |
| Planning and Development | 10 | 13 | \$ 13,563.24 | 10004123-52397 |
| Police Dept. | 17 | 4 | \$ 5,759.70 | 10002141-52397 |
| Public Works | 12 | 4 | \$ 5,190.00 | 10006144-52397 |
| Utilities | 6 | 1 | \$ 1,639.32 | 22006329-52397 |
| Utility Billing | 7 | 0 | \$ 797.58 | 21006320-52397 |
| Totals: | 102 | 46 | \$ 55,583.16 | |