



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

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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	