



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: November 7, 2022

Re: Agreement to purchase AutoCad software licenses

## Executive Summary

The City has utilized AutoCad, a computer aided software design program, for design and review work for at least the past 25 years. The City needs to update the software license agreement to continue to utilize the software with the supplier of the software for government agencies (DLT Solutions, Inc.). The attached agreement will provide the City with the best cost of service option for the software at a cost of \$35,376 per year for a three-year agreement.

## Discussion

AutoCad is an industry standard design platform for computer aided design. There are some other types of design software on the market. However, the City has spent thousands of worker hours and tens of thousands of dollars for training on the use of AutoCad. Various departments in the City utilize the software for design and review purposes, primarily Public Works and Utilities, but others as well.

The City began purchasing the software and licenses in the 1990s. At the time and over the years, licensing for the software has been structured differently at different times. Due to current licensing changes, the City needs to execute an agreement for services for utilizing the software.

DLT Solutions, LLC (DLT) is the company that supplies AutoCad licensing for governmental agencies. Staff with Law and other Departments worked with DLT staff to draft the attached agreement for Council consideration.

The City would purchase 61 licenses at a total cost of \$106,128 for a three-year period for an average cost of \$35,376 per year. It is estimated that competitively bidding for a software product would lead to licensing fees over \$100,000 per year for any computer aided drafting software and at a minimum well over the cost of the current yearly quote for the licenses. By purchasing the three-year license agreement, the City is receiving a 5% discount and locking in the cost of licenses over the three-year period. After the locked in rate, the cost of licenses may go up. Currently DLT has a maximum increase of 5% per year and they do not always increase the license fee by that much, but it is not known if terms may change later.

Staff is recommending that Council authorize the City Manager to execute the attached agreement with DLT.



## Fiscal Impact

Short-Term Impact: \$106,128 for a three-year licensing agreement.

Long-Term Impact: Licensing costs for use would depend on future agreements.

## Strategic & Comprehensive Plan Impact

### Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Reliable Infrastructure,

Tertiary Impact: Tertiary

### Comprehensive Plan Impacts:

Primary Impact: Infrastructure, Secondary Impact: Land Use & Growth Management, Tertiary Impact: Tertiary

## Legislative History

Date	Action

## Suggested Council Action

Staff recommends Council authorize the City Manager to execute the agreement with DLT Solutions, LLC.