



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Commissioners Court

Request for Court Action

File #: 22-1609

Agenda Date: 3/8/2022

Agenda #: 200.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Renewal

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): Carahsoft Technology Corporation

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Achievement (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

	YES	NO	ABSTAIN
Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Request Summary (Agenda Caption):

Request for approval of a State of Texas Department of Information Resources (DIR) Cooperative Contract renewal option with Carahsoft Technology Corporation for county-wide eSignature products and services for Harris County through January 26, 2023 at a cost of \$736,843.

Background and Discussion:

In May 2020, Commissioners Court approved an agreement with Carahsoft Technology Corporation for a lowest quote meeting specifications needed by the Toll Road Authority, DocuSign Business Pro for Gov. In January 2021, the agreement was modified to extend the term to January 2022 and to convert services from DocuSign Business Pro for Gov to DocuSign Enterprise Pro for Gov to include advanced administrative features to meet the needs of other Harris County departments. The modification approved by Commissioners Court in October 2021, incorporated a Business Associate Addendum into the agreement that is necessary to comply with HIPAA requirements.

While the Toll Road Authority's need is for the DocuSign Business Pro for Gov service at a rate of \$535,500, the DocuSign Enterprise Pro for Gov service is needed by other Harris County departments which increases the annual service fee by \$201,342.11. Working with Universal Services and the Purchasing Department, the Toll Road Authority will be reimbursed the additional cost of the service prior to the end of the SFY2022.

Expected Impact:

This contract renewal allows Harris County departments greater flexibility to sign documents electronically without unnecessary delays or disruption to business operations.

Alternative Options:

Alternative option would be to seek alternate vendors to support eSignature services by rebidding the procurement of the services.

Alignment with Goal(s):

Presented to Commissioners Court

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☒ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

March 8, 2022

Approve: G/E

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
05/19/2020	23.d.3a.	Approval of agreement with Carahsoft Technology Corporation lowest quote meeting specifications in the amount of \$347,360 for county-wide eSignature products and services (DocuSign Business Pro) for the period of May 19, 2020-April 30, 2021, with four one-year renewal options.
01/26/2021	20.d.5.	Approval of modification to agreement with Carahsoft Technology Corporation in the additional amount of \$635,011 to convert from DocuSign Business Pro to DocuSign Enterprise Pro and extend period to January 26, 2022.
10/12/2021	206	Approval of modification of contract for Carahsoft Technology Corporation to incorporate a Business Associate Addendum necessary to comply with HIPAA requirements.

Location:

Address (if applicable): N/A

Precinct(s): Countywide

Fiscal and Personnel Summary

Service Name	Executive Director's Office		
	SFY 22	FY 23	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$736,842.11	\$	\$
Total Incremental Expenditures	\$736,842.11	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Revenue - TRA	\$535,500.00	\$	\$
Revenue - TRA	\$201,342.11	\$	\$
Choose an item.	\$	\$	\$

Total Current Budget	\$736,842.11	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$736,842.11	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Implementation Date: March 8, 2022

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department:

Attachments (if applicable):



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

March 01, 2022

Commissioners Court
Harris County, Texas

RE: State of Texas Department of Information Resources (DIR) Cooperative Contract

Members of Commissioners Court:

Please approve the renewal for the following:

Description: County-wide eSignature Products and Services for Harris County

Vendor(s): Carahsoft Technology Corporation

Term: through 01/26/2023

Renewal Options: 2 of 4

Amount: \$736,843

Bond(s): No

Reviewed By: • Harris County Purchasing • Toll Road Authority

Sincerely,

DeWight Dopslauf
Purchasing Agent

YC
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA MARCH 08, 2022

