


CITY COUNCIL ACTION REQUEST			
DEPARTMENT(S) Finance	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	COORDINATION City Attorney's Office; City Manager's Budget Office; Energy Department; Information Technology Department; Department of Transportation	Director Approval <div style="text-align: center;">/s/ Maria Öberg</div>
COUNCIL DISTRICT(S) Citywide			CMO Approval <div style="text-align: center;">  </div> <div style="text-align: right; margin-top: 20px;">6/3/25</div>
SUBJECT: Actions Related to a Purchase Order with Carahsoft Technology Corporation for Salesforce, Inc. Licenses			
RECOMMENDATION			
<p>Adopt a resolution authorizing the City Manager or her designee to:</p> <ul style="list-style-type: none"> a) Execute a purchase order with Carahsoft Technology Corporation (Reston, VA) for a maximum compensation of \$575,036 for the term beginning on or about July 15, 2025, and ending July 14, 2026; and b) Negotiate and execute amendments as required for any unanticipated changes during the current term ending July 14, 2026, subject to the appropriation of funds. 			
BASIS FOR RECOMMENDATION			
<p>Initially, the Department of Transportation purchased the Salesforce, Inc. licenses for the Unity work order management system via an informal competitive process. The purchase order was issued under the City Manager's authorization, but due to an increase in costs, the purchase order amount will surpass the City Manager's authorization. To ensure the department does not lose access to the management system, staff is requesting to issue a new purchase order for one year, not to exceed \$575,036.</p> <p>Staff is actively working on a new competitive solicitation to procure future Salesforce, Inc. licenses prior to the expiration of the purchase order. The requested action will ensure continuity of operations while affording staff sufficient time to complete the competitive solicitation.</p>			
COMMISSION RECOMMENDATION AND INPUT			
<p>No commission recommendation or input is associated with this action.</p>			

COST AND FUNDING SOURCE
<p>The recommended amendment to this action of \$254,000 is funded by the Customer Service Vision and Standards appropriation in the General Fund, \$210,000 by the DOT Non-Personal/Equipment appropriation in the General Fund, \$60,000 by the DOT Non-Personal/Equipment appropriation in the Sewer Service and Use Charge Fund and \$51,036 by the Non-Personal/Equipment appropriation in the San José Clean Energy Fund. Funding is included in the 2025-2026 Proposed Operating Budget which was released on May 1, 2025, and is scheduled to be reviewed on June 10, 2025, and adopted on June 17, 2025, by the City Council.</p>
<p>FOR QUESTIONS CONTACT: For procurement- and contract-related questions, please contact Albie Udom, Deputy Director of Finance – Purchasing and Risk Management, at albie.udom@sanjoseca.gov. For program-related questions, please contact Vince Pereira Information Technology Manager, at vince.pereira@sanjoseca.gov</p>