



E-SIGNATURE CONTRACT AMENDMENT

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Summary

Vendor	Pure Business Solutions
Purpose	Amend Pure Business Solutions contract for eSignature to extend the term and to increase the maximum contract amount from \$2,542,865.78 to \$5,918,137.80
Contract Amount	$\$2,542,865.78 + \$3,375,272.02 = \$5,918,137.80$
Departments Using	City Wide
Original Contract Term	3 + 1 + 1 Jan 31 st , 2018 – Jan 31 st , 2023
New Contract Term	1 + 1 + 1 Jan 31 st , 2023 – Jan 31 st , 2026
MWBE Goal	0%



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- The eSignature platform is the most widely used eSignature software in the industry.
- The eSignature software has over 1 million customers worldwide with hundreds of millions signers annually.
- The eSignature software is Federal Risk and Authorization Management (FedRAMP) compliant with over 4,000 Federal, City, County, and Municipal Organizations in all 50 states
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VENDOR OVERVIEW

City of Houston eSignature Overview

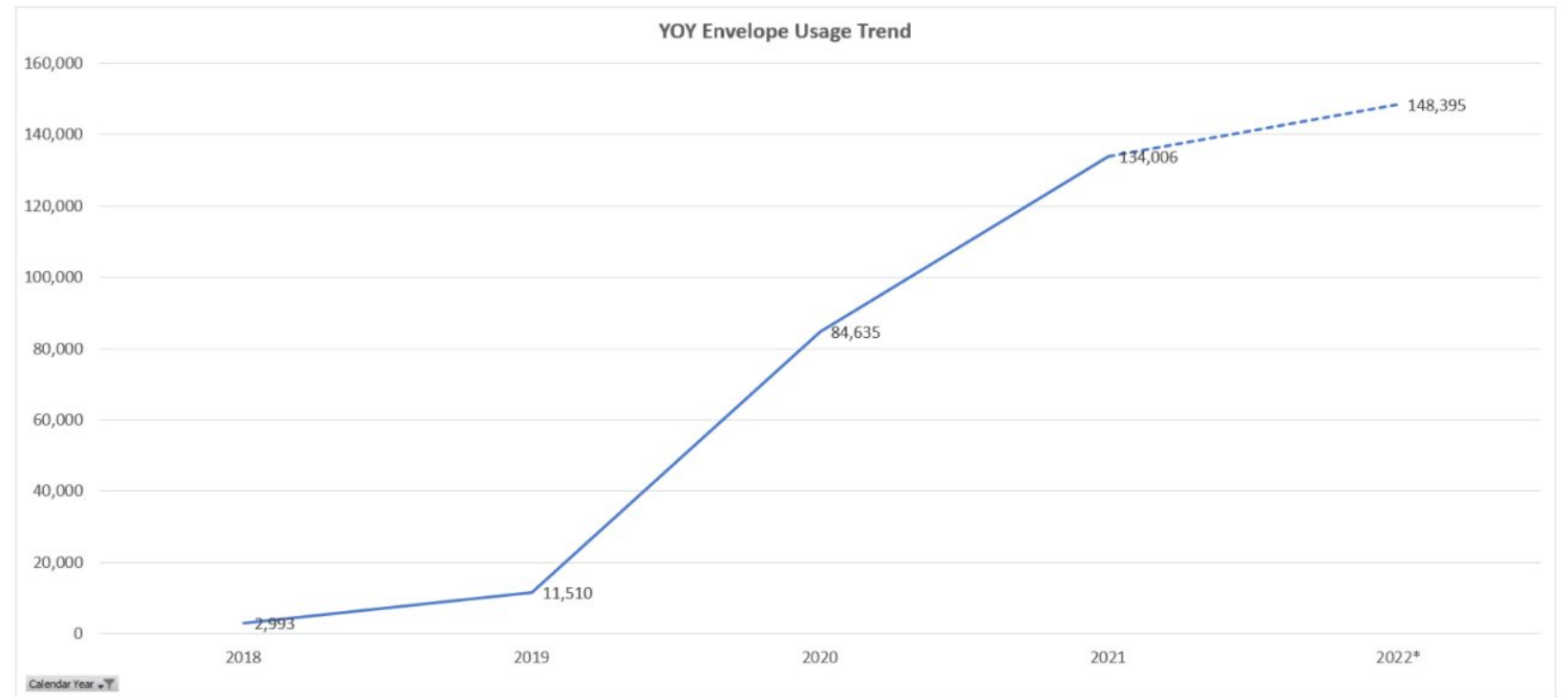
- COH implemented eSignature platform in Jan 2018.
- In June 2018, the City approved the Administrative Policy No. 8-6. Electronic signatures may be used by City departments and divisions to conduct transactions both internal and external to the City.
- eSignature is used by all city departments for various sign-off and approval processes needed to increase data organization, time savings and eliminate manual paper processing.
- eSignature platform was instrumental for business operations during the pandemic and has become one of the most foundational productivity tools in the City.



eSignature Envelope Usage

Envelope – A packet with one or more documents sent to the recipient(s) to sign electronically

Year	Total Envelopes Sent
2018	2,993
2019	11,510
2020	84,635
2021	134,006
2022*	148,315
Grand Total	381,539



* Estimated envelope usage thru Dec 2022

Usage increased more than 10x post pandemic

In June of 2020, a 70% discount was negotiated on per envelope cost

eSignature Green Impact

- These green impacts align with the city's Climate Action Plan's Materials Management Goal 1 to reduce waste and transform circular economy
- Green impacts calculated by the software vendor, based on over 350,000 envelopes sent



3,276
trees saved



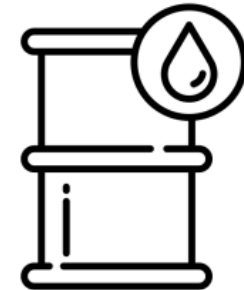
2.5 million
pounds of
CO2
equivalents



2.9 million
gallons of
water



161,000
pounds of
solid waste



2,592
barrels of oil

Contract Core Components

- **Enterprise Licenses**
 - Envelopes
 - User Licenses
- **Enterprise Support and Maintenance**



Contract Spend Forecast

	2023	2024	2025	Total
Enterprise Licenses	\$746,379.00	\$858,335.85	\$987,086.23	\$2,591,801.08
Enterprise Support and Maintenance	\$225,621.58	\$259,464.82	\$298,384.54	\$783,470.94
Total	\$972,000.58	\$1,117,800.67	\$1,285,470.77	\$3,375,272.02

Q&A

Questions?