



## DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement  
FILE NUMBER: OCFO-Office of Contracting &  
Procurement-2193

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**RE:**

Submitting Reso. Autho. Contract No. 3063907

**SUMMARY:**

Notification to Council – 100% City Funding – To Provide Emergency Licensing for Smartsheet Access Used by All Departments for Critical Operational Processes and to Avoid Interruption of Services. Memorandum Submitted to City Council on March 3, 2023. – Contractor: Smartsheet.com, Inc. – Location: 10500 NE 8th Street, Suite 1300, Bellevue, WA 98004 – Contract Period: Notification of Emergency through June 30, 2023 – Total Contract Amount: \$274,000.00. **DoIT**

**RECOMMENDATION:**

Notification to Council – 100% City Funding – To Provide Emergency Licensing for Smartsheet Access Used by All Departments for Critical Operational Processes and to Avoid Interruption of Services. Memorandum Submitted to City Council on March 3, 2023. – Contractor: Smartsheet.com, Inc. – Location: 10500 NE 8th Street, Suite 1300, Bellevue, WA 98004 – Contract Period: Notification of Emergency through June 30, 2023 – Total Contract Amount: \$274,000.00. **DoIT**

**BY** Choose an item.

Sandra Stahl, Chief Procurement Officer  
Office of Contracting and Procurement Office

**RESOLVED:** that Contract No. 3063907 referred to in the foregoing communication dated May 19, 2023 be hereby and is approved.

**DEPARTMENTAL CONTACT:**

Name: Alexandria Vaughn-Powe  
Position: Procurement Assistant