



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Meeting Agenda

Finance Committee

Britt Moore, Chair

Committee Members:

Monica Peters

Michael Holmes

Tim Andrew

Cyril Jefferson, Mayor (Alternate)

Michael Holmes, Mayor Pro Tem (Alternate)

Thursday, October 17, 2024

4:00 PM

Council Chamber

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

PRESENTATION OF ITEMS

[2024-405](#)

Consideration of a Sole Source Purchase from Badger Water Meters
City Council is requested to consider Badger Water Meters as a Sole Source vendor to purchase water meters to support the maintenance and improvement of the city's water infrastructure in the amount of \$796,788.

Attachments: [Badger Water Meters Sole Source Purchase](#)

[2024-406](#)

Consideration of an Agreement with SHI, Inc.
City Council is requested to consider an agreement with SHI, Inc. in the amount of \$2,034,401.55 for the renewal of Microsoft software and services and authorize the appropriate City Official(s) to execute all necessary documents

Attachments: [SHI, Inc. Microsoft Enterprise Agreement](#)

[2024-409](#)

Consideration of Sale of City Owned Property - 1216 Hoover Ave; 232 Windley Street; 1800 Wade Place; 707 Brentwood Street; 917/919 Randolph Street
City Council is requested to adopt the resolutions accepting the five (5) offers and authorizing the sale of the following properties through the upset bid procedure of N.C.G.S. §160A-269.

Attachments: [Sale of City Owned Property](#)

ADJOURNMENT



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Master

File Number: 2024-405

File ID: 2024-405	Type: Miscellaneous Item	Status: To Be Introduced
Version: 1	Reference:	In Control: Finance Committee
File Name:		File Created: 10/09/2024
		Final Action:

Title: Consideration of a Sole Source Purchase from Badger Water Meters
City Council is requested to consider Badger Water Meters as a Sole Source vendor to purchase water meters to support the maintenance and improvement of the city's water infrastructure in the amount of \$796,788.

Notes:

Sponsors: Enactment Date:

Attachments: Badger Water Meters Sole Source Purchase Enactment Number:

Contact Name: Hearing Date:

Drafter Name: Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of a Sole Source Purchase from Badger Water Meters	
FROM: Jeremy Coble Customer Service Director	MEETING DATE: 10/21/2024
PUBLIC HEARING: No	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Quote Sole Source Form	

PURPOSE: The purpose of purchasing water meters for the City of High Point is to support the maintenance and improvement of the city's water infrastructure. These meters will replace older or malfunctioning units, ensuring accurate measurement of water consumption for billing purposes. Additionally, the new meters incorporate advanced technology, enhancing data collection and monitoring capabilities, contributing to more efficient water management and conservation efforts within the city. This investment is essential to maintain reliable water services for residents and to uphold the city's commitment to responsible water resource management.

BACKGROUND: The City of High Point is updating its water meters to align with modern water management standards and to prepare for the deployment of an Advanced Metering Infrastructure (AMI) system. The current meters are outdated, lack accuracy, and do not meet industry needs for efficient water use monitoring. The new procurement includes a variety of meter sizes, including critical 5/8" meters, to maintain service accuracy across the city's distribution network. The upgrade ensures compliance with regulations, enhances efficiency, supports conservation, and empowers customers with real-time data. The meters from Badger Meter Inc. offer precise measurements and integrate with the city's current meter reading software (Itron) and future AMI communication technology, improving water consumption tracking and resource management, while contributing to more accurate billing and enhanced customer service.

BUDGET IMPACT: Funding is available in Public Services Capital Projects Fund.

RECOMENDATION/ACTION REQUESTED: Staff recommends purchasing the water meters from Badger Meter Inc. at a total cost of \$796,788.08.



Badger Meter Inc.
4545 W Brown Deer Road Milwaukee WI 53223
PO Box 245036 Milwaukee WI 53224-9536

To **Customer ID 00321276**
CITY OF HIGH POINT
2011 E KIVETT DR
P O BOX 230
HIGH POINT
North Carolina , 27265

James Jenkins

Pricing Effective Dates: 10-02-2024 - 12-31-2024

Salesperson	Proposal Subject	Shipping Terms / INCO Terms	Payment Terms
007689 ALEX GREER	E-Series & Disc CF w/ ILC	PREPAY/NO CHARGE FCA FACTORY	NET 30 DAYS

Line #	Description	Qty	Unit Net Price USD	Line Totals USD
1	BMI Part No.: 113-9540 Cat String: EB-ECA-PXTX-E5-CC-15KD-K3Y2-XXCF-XX-B0A Description: E-Series B-Alloy, 1"(10-3/4), Thk Wshr, Enc, 4CXN2 Itron, 5D-10 FT3, TS-766, SN Yr 9D & PBB, ILC-5ft, BMI STD,	200	281.50	56,300.00
2	BMI Part No.: 100-3110 Customer Part: G2 - 5 Dial Output Not Available Cat String: EU-EDA-PXXX-E5-CC-19GD-A5Y2-XXCF-XX-B0A Description: E-Series SS, 1-1/2" EL(13), Enc, 4CXN2 Itron, 9D-0.01 FT3, SN Yr 9D & PBB, ILC-5ft, BMI STD,	10	645.57	6,455.70
3	BMI Part No.: 100-1657 Customer Part: G2 - 5 Dial Output Not Available Cat String: EU-EEA-PXXX-E5-CC-19GD-A6Y2-XXCF-XX-B0A Description: E-Series SS, 2" EL(17), Enc, 4CXN2 Itron, 9D-0.01 FT3, SN Yr 9D & PBB, ILC-5ft, BMI STD,	15	863.50	12,952.50
4	BMI Part No.: 113-9542 Cat String: EB-EFC-PXXP-EF-CC-16KD-E3Y2-XXC2-XX-B0A Description: E-Series B-Alloy, 3" RND(12), TP Prsr, Enc & 4-20, 4CXN2 Itron, 6D-10 FT3, SN Yr 9D & PBB, Pgtl-25'/Pgtl-25', BMI STD,	2	2,674.35	5,348.70
5	BMI Part No.: 113-9544 Cat String: EB-EGC-PXXP-EF-CC-16KD-E4Y2-XXC2-XX-B0A Description: E-Series B-Alloy, 4" RND(14), TP Prsr, Enc & 4-20, 4CXN2 Itron, 6D-10 FT3, SN Yr 9D & PBB, Pgtl-25'/Pgtl-25', BMI STD,	1	3,232.80	3,232.80
6	BMI Part No.: 104-8852 Cat String: DS-BAB-PB1P-XXD3-Y2-M1CC-2B1X1-6JD-NN-XX-CF-XX-B0A Description:	5525	119.84	662,116.00

Thank you for your business!

Estimated ship dates subject to change based upon component availability, as a result of global supply chain constraints, or credit review.
This acknowledgment is made subject to the terms & conditions found on our web-site: <https://www.badgermeter.com/terms-and-conditions>.
Terms and conditions related to service units, training, and professional services can be found here: <https://badgermeter.com/service-units-terms-and-conditions>

Line #	Description	Qty	Unit Net Price USD	Line Totals USD
	Disc, M25 5/8"(3/4x7-1/2), Brz Btm 430SS-1, PL, (TS-135, SN Yr 9D & PBB, HR-E, 4CXN2 Itron, PL Lid/Shrd-GRY, Trx Scrw, Sidewalk read, 6D-1 FT3, SN YR 9D in & out, ILC-5ft, BMI STD, 6 PACK,			

Subtotal - USD	746,405.70
Tax	50,382.38
Total Price - USD	796,788.08

Notes and Assumptions

If applicable, sales tax and freight, if included on the proposal, is an estimate and will be recalculated based on rates and tax status in effect at the time of invoicing.

To expedite the order entry process, please ensure the following is noted on your purchase order: billing address, shipping address, purchase order number, quantity, price, payment terms, quotation number, and the vendor is listed as Badger Meter, Inc.

Please send all purchase orders to the contact that prepared this quotation for you.

Actual lead time to be provided at time of order.

Badger Meter provides certification files to help manage meter and endpoint inventory and to maintain meter accuracy data. The standard method of delivery for this format is via electronic mail. Any deviations from our standard format, or any custom file formats, will be considered on a time and material basis.

Due to continuous improvements and redesign of Badger Meter products and technology solutions, Badger Meter reserves the right to provide our newest product solutions as an alternative to the proposed products provided they are in conformance with the requirements of the specifications and do not exceed the prices quoted.

Thank you for your business!

Estimated ship dates subject to change based upon component availability, as a result of global supply chain constraints, or credit review.
This acknowledgment is made subject to the terms & conditions found on our web-site: <https://www.badgermeter.com/terms-and-conditions>.
Terms and conditions related to service units, training, and professional services can be found here: <https://badgermeter.com/service-units-terms-and-conditions>

SOLE SOURCE JUSTIFICATION FORM

(For Items Costing **\$10,000.00 or More**)
Statutory Reference N.C.G.S. 143-129(e)6

Requisition #

Vendor:

Item(s):

Justification:

In accordance with the standardization statute NCGS 143-129(e)(6), the City seeks to streamline its water infrastructure by adopting a uniform water metering system. Standardization with Badger water meters is crucial for our Advanced Metering Infrastructure (AMI) initiative, as it ensures seamless integration and optimal performance of our automated metering technology. Badger water meters are known for their reliability, accuracy, and compatibility with our existing systems, which will facilitate consistent data collection, reduce maintenance costs, and enhance operational efficiency. Consistent data collection is essential for accurate billing, leak detection, and water conservation efforts, all of which are critical components of our AMI initiative. Furthermore, the durability and advanced technology of Badger meters ensure long-term cost savings and improved service delivery to our residents.

Estimated expenditure for the above item(s):

Accounting Unit and Account(s):

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT
DOCUMENTATION.**

1. ☐ Performance or price competition for a product are not available.
2. ☐ A needed product is available from only one source of supply.
3. ☒ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel Digitally signed by Jeremy Coble
Date: 2024.10.03 12:22:56 -04'00'

Department/Division Date

APPROVAL PROCESS

Purchasing Manager Digitally signed by Candy E. Harmon
Date: 2024.10.08 19:03:44 -04'00'

Financial Services Director Digitally signed by Bobby Fitzjohn
Date: 2024.10.09 07:54:45 -04'00'

City Council (\$30,000 – Up)



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Enactment Date:

Attachments: SHI, Inc. Microsoft Enterprise Agreement

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Microsoft Enterprise Agreement	
FROM: Adam Ward, IT Services Director	MEETING DATE: 10/21/2024
PUBLIC HEARING: No	ADVERTISED DATE/BY:
ATTACHMENTS: SHI Quote for Microsoft Enterprise Agreement Recommendation Form	

PURPOSE: Renewal of Enterprise Agreement between the City of High Point and Microsoft.

BACKGROUND: The renewal of the Microsoft Enterprise Agreement (EA) is crucial for maintaining the technology tools and services that City of High Point staff rely on daily to serve the community efficiently. This agreement covers essential software like Microsoft 365, Teams, and other collaboration tools that streamline city operations and improve communication. By renewing this agreement, staff can continue using the latest software versions, ensuring secure, efficient workflows, and allowing them to better serve the public. Ultimately, this renewal supports enhanced productivity for city employees, leading to more responsive and effective service delivery for High Point citizens.

The Microsoft EA will cost \$678,133.85 each year for three years, totaling \$2,034,401.55 over the duration of the agreement. This acquisition will occur under the North Carolina 208C purchasing agreement.

BUDGET IMPACT: Funds are available in the FY 2024-25 budget.

RECOMMENDATION /ACTION REQUESTED: The Department of Information Technology Services recommends approval of the contract and that the appropriate City official be authorized to execute all necessary documents.



Pricing Proposal
Quotation #: 25378473
Reference #: Renewal of EA# 67701720
Created On: 10/2/2024
Valid Until: 10/31/2024

NC-City of High Point

Allen Eudy

PURCHASING DEPT.
PO BOX 230
HIGH POINT, NC 27260
United States
Phone: 3368833219
Fax:
Email: allen.eudy@highpointnc.gov

Microsoft Inside Account Manager

Ashley Campbell

-
Phone: -
Fax:
Email: Ashley_Campbell2@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	EMS G3 FSA Renewal GCC ALng Sub Per User Microsoft - Part#: AAD-32906 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	420	\$81.57	\$34,259.40
2	EMS G3 GCC ALng Sub Per User Microsoft - Part#: AAD-32907 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	50	\$104.18	\$5,209.00
3	M365 G3 Unified FSA Renewal GCC Sub Per User Microsoft - Part#: AAD-34700 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	900	\$331.20	\$298,080.00
4	M365 G3 Unified FUSL GCC Sub Per User Microsoft - Part#: AAD-34704 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	350	\$389.19	\$136,216.50
5	O365 G1 GCC Sub Per User Microsoft - Part#: U4S-00002 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	470	\$104.18	\$48,964.60
6	Power Automate Premium GCC	4	\$162.16	\$648.64

Microsoft - Part#: 1O5-00001
Contract Name: Microsoft Software - Enterprise Agreement
Contract #: 208C
Coverage Term: 12/1/2024 – 11/30/2025
Note: Renewal of EA# 67701720; See Payment Schedule

7	Teams AC with Dial Out US/CA GCC Sub Add-on Microsoft - Part#: NYH-00001 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	1740	\$0.00	\$0.00
8	Teams Rooms Pro GCC Sub Per Device Microsoft - Part#: VA1-00001 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	1	\$432.43	\$432.43
9	Visio P2 GCC Sub Per User Microsoft - Part#: P3U-00001 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	25	\$138.57	\$3,464.25
10	CIS Suite Datacenter Core ALng SA 2L Microsoft - Part#: 9GS-00135 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	236	\$163.80	\$38,656.80
11	CIS Suite Standard Core ALng SA 2L Microsoft - Part#: 9GA-00313 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	88	\$35.22	\$3,099.36
12	Exchange Server Ent ALng SA Microsoft - Part#: 395-02504 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	3	\$716.62	\$2,149.86
13	SQL Server Standard Core ALng SA 2L Microsoft - Part#: 7NQ-00292 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	64	\$633.91	\$40,570.24
14	Visual Studio Ent MSDN ALng SA Microsoft - Part#: MX3-00117 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	1	\$1,054.05	\$1,054.05

15	Visual Studio Pro MSDN ALng SA Microsoft - Part#: 77D-00111 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	6	\$302.21	\$1,813.26
16	Win Server DC Core ALng SA 2L Microsoft - Part#: 9EA-00278 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	130	\$124.49	\$16,183.70
17	M365 F3 Unified GCC Sub Per User Microsoft - Part#: AAD-63092 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	20	\$84.52	\$1,690.40
18	Project P3 GCC Sub Per User Microsoft - Part#: 7MS-00001 Contract Name: Microsoft Software - Enterprise Agreement Contract #: 208C Coverage Term: 12/1/2024 – 11/30/2025 Note: Renewal of EA# 67701720; See Payment Schedule	10	\$276.17	\$2,761.70

*Tax	\$42,879.66
Total	\$678,133.85

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

This quote has been marked as budgetary, as certain pricing may require approval from Microsoft. Please note, SHI is unable to process Purchase Orders against budgetary quotes. Kindly reach out to your SHI sales team for a Final Quote once you have determined your required counts and licenses.

Payment Schedule:

Year 1 - Billed 12/1/2024: \$678,133.85
Year 2 - Billed 12/1/2025: \$678,133.85
Year 3 - Billed 12/1/2026: \$678,133.85
Total: \$2,034,401.55

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.



Enterprise Agreement

True-up guide

Enterprise Agreement True-up guide

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Enterprise Agreement True-up guide

The Microsoft Enterprise Agreement True-up

Once a year, customers are asked to align their Enterprise Agreement (EA) with the total number of licenses that they have added in the previous 12 months. This is the true-up process: an inventory of all the qualified devices, users, and processors added over the course of the year.

This guide is designed to help you simplify and streamline the true-up process. If you have questions at any time, you can contact your reseller or Microsoft account team for assistance.

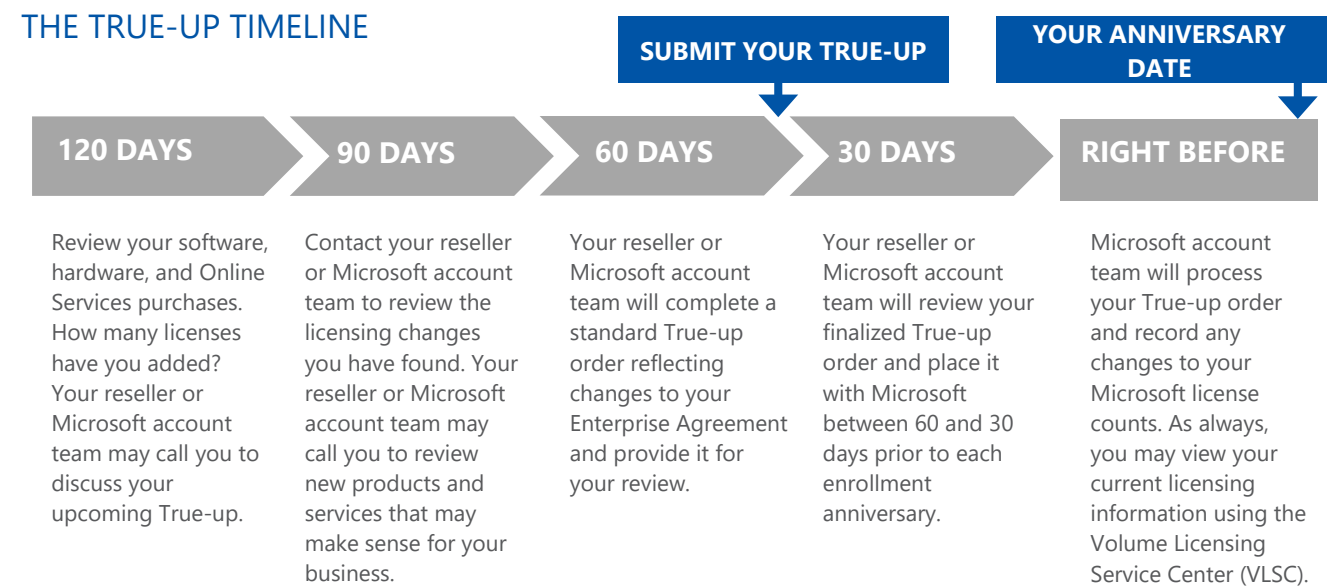
True up on-premises and online services licenses

If you have recently updated or renewed your Enterprise Agreement, you now have increased flexibility to transition to Microsoft cloud services. During your Enterprise Agreement term, you can adjust your Microsoft on-premises software and cloud service licenses to best suit your users' needs, and then account for these changes at your next anniversary via the true-up process. Because you need to place only one order per year, your Enterprise Agreement can also streamline the procurement process and reduce the time spent managing your Microsoft licenses.

Timing your true-up

Although you may place any number of orders throughout the calendar year, the annual true-up order must be received by Microsoft in the period between 60 days and 30 days prior to the anniversary of your enrollment. It is important to note that the annual true-up applies only to products that you have already licensed under your current Enterprise Agreement. New products and online services that are not under your current Enterprise Agreement must be purchased in the month they are first used.

If you have not increased your device or user counts, or used any additional Enterprise Agreement products within the calendar year, you are still responsible for submitting an Update Statement (also called a zero-usage order), which must be signed by an authorized signatory within your organization.



Enterprise Agreement True-up guide

Determining what has changed

Your organization is unique, and its systems, applications, and services needs may change over the life of your Enterprise Agreement, requiring a change to your on-premises software licenses or Online Services orders.

The true-up process provides a simple, effective way to account for any increase in licensed products and helps ensure your licensing is current and accurate. We suggest that you ask the following kinds of questions to help identify possible areas of growth and change:

- Did our computer or employee (user) base grow this year?
- Did we make any acquisitions?
- Did we increase the number of our servers? Did we cluster any servers?
- Did we transition any users to/from on-premises licenses to/from Online Services subscription licenses?
- Did we reserve* any Online Services subscriptions licenses prior to use?
- Have we deployed any virtualized server or desktop environments?
- Did we roll out any desktop applications, such as Microsoft Office Project, Microsoft Office Visio, Microsoft Office OneNote, or Microsoft MapPoint?
- Did we set any servers for warm or hot disaster recovery?
- Did we put into production any piloted products or applications?

* License Reservation is a process available to Enterprise Agreement customers. It makes licenses for Online Services available without requiring a formal purchase order. At anniversary, you report any license reservations made during the prior agreement period and place a purchase order as part of the true-up process.

Enrollment true-ups

With the Enterprise Agreement, you purchase your software licenses through enrollments. Each enrollment includes certain categories of products and Online Services, and each has its own true-up timeline(s) and terminology.

Enterprise Enrollment

With the Enterprise Enrollment, you can choose to run a mix of device software and cloud services across your organization. As part of this three-year enrollment, your company is required to perform an annual true-up inventory to identify the number of qualified devices and users, license transitions, Online Services reservations, and decreases in subscription licenses (as permitted), as well as additional usage of previously ordered products that may have taken place during the previous 12 months.

Server and Cloud Enrollment (SCE)

With the Server and Cloud Enrollment (SCE), you can license one or more core server and cloud technologies spanning Windows Server and System Center, Microsoft SQL Server, Microsoft BizTalk Server, Microsoft SharePoint Server, Visual Studio, and Microsoft Azure.

SCE has a three-year term and gives you the option to true-up annually. Although your company is required to perform an annual true-up inventory, the process focuses mainly on the number of processors, servers, subscriptions, and Client Access Licenses (CALs) acquired or used.

Enrollment Subscription option

Both the Enterprise Enrollment and SCE are available as subscriptions that allow you to gain access to Microsoft software only for as long as you maintain your subscription. If you have chosen this agreement option, your true-up is referred to as an annual order, and it gives you the ability to increase or decrease subscription counts on an annual basis.

Enterprise Agreement True-up guide

Accounting for different products

While Enterprise Agreement Enrollments offer compelling pricing advantages, each includes certain categories of products and Online Services that need to be reconciled as part of your annual true-up for all Affiliates included in your Enterprise. The following are general guidelines for accounting for these products during your true-up. For more detailed true-up process guidance, contact your reseller, Microsoft account team, or Software Asset Management (SAM) partner.

Enterprise products

This is the core product set under your Enterprise Agreement's Enterprise Enrollment, which is licensed according to the total Qualified User or Qualified Device count for your organization.

- To prepare for your true-up order, count the current number of Qualified Devices and Users for all Affiliates included in the Enterprise.
- Calculate the difference between the last reported true-up count and the current count of Qualified Devices and/or Users.
- Determine which licenses are required for the new users and devices based on your chosen Platform option and accounting for users and devices covered by Enterprise Online Services as described in Online Services (refer to your enrollment details for licenses required).
- Submit the true-up order based on above calculations.

Example: Enterprise products:

In this example, the Enterprise is covered with the Professional Desktop Platform and does not include any new Enterprise Online Services users.

- Current number of Qualified Devices and Users for all Affiliates = 1,000
- Your last reported true-up accounted for 950 Qualified Devices and Users; therefore, the difference is 50.
- The true-up order would be for 50 Office Professional Plus, 50 Core CAL, and 50 Windows Operating System Upgrade licenses covering the users of the Professional Desktop platform.

Server and Cloud products

Under your Server and Cloud Enrollment (SCE), you are required to account for any licenses required for any Core Infrastructure, Application Platform, or Developer Platform Products used/installed since the last true-up for all Affiliates included in the Enterprise. Submit the order for the difference between those used/installed and the last reported count. This includes Licenses for which the Product was used or installed at any time since the last true-up, even if the licenses are not in active use at the time of your true-up.

Online Services

For Online Services eligible for true-up (see the Microsoft Product List), you must account for any License Reservations that have not yet been reconciled in a prior true-up order (confirm your prior reconciliations via the Volume Licensing Service Center). These include Enterprise Online Services that complement Microsoft Enterprise products and a subset of additional product Online Services eligible for true-up.

Example: Enterprise Online Services:

In this example, your organization has 100 new qualified devices and users to account for on a Desktop Professional Platform (which includes Office Professional Plus).

- During the year, you place License Reservations for 60 new user Licenses in the VLSC for Office 365 Plan E3 and have provisioned those users with the Online Service.
- Deduct the 60 new Office 365 Plan E3 users from the total 100 new users, leaving 40 Office Professional Plus and 40 Core CAL licenses to be accounted for.
- Add 60 Core CAL Bridge SKUs* to cover the Office 365 users.

Enterprise Agreement True-up guide

- Include all 100 new devices in Windows operating system upgrade count.
- The true-up order would be for 100 Windows Operating System Upgrade, 40 Office Professional Plus client, 40 Core CAL, 60 Office 365 (Plan E3), and 60 Core CAL Bridge.

* CAL Suite Bridge SKUs now exist to help you maintain licensed coverage for the Core CAL and Enterprise CAL components that do not have cloud equivalents. When you transition your licenses from on-premises to Online Services, you benefit from the ability to “break up” your CAL Suite to align with the online services license constructs.

Additional products

This includes any product other than Enterprise products, Enterprise Online Services, Server, and Cloud products that you have chosen to license under your Enterprise Agreement’s Enrollments. Product licensing requirements vary according to the product. For all additional product licenses not including Online Services, account for any licenses required for any products used/installed since the last true-up. Submit the order for the difference between those used/installed and the last reported count. This includes licenses for which the Product was used or installed at any time since the last true-up, even if the licenses are not in active use at the time of your true-up.

Transitions from L&SA to a Subscription License

As part of the true-up, you will account for any license transitions (for example, transitions to Online Services or Software Assurance subscriptions). These will be reconciled as Transition Period licenses for the period prior to the anniversary. Note that the Transition Period licenses will be replaced with full licenses from the anniversary through the end of term. Quantities for licenses from which you are transitioning will be reduced at your enrollment anniversary. You will see this reflected as a quantity reduction to your current purchase order for the remaining years of coverage. Your annual invoices associated with this purchase order will be adjusted accordingly for the remainder of your enrollment. For the final true-up, you will report Transition Period licenses only. The associated reductions for licenses from which you are transitioning will be accounted for in the renewal order.

Example: Transitions from L&SA to a Subscription License:

- In this example, 30 users (using 30 devices) are moved from an on-premises deployment of Office Professional Plus and Core CAL licenses to Office 365 (Plan E3) in the first year of your enrollment. During the year, you place License Reservations for these 30 users in the VLSC for Office 365 Plan E3 and have provisioned those users with the Online Service.
- At the time of true-up, you would report the transition as 30 Transition Period licenses of Office 365 (Plan E3) with coverage through that year’s anniversary.
- For the period of time following the anniversary, the order would include 30 Office 365 (Plan E3) licenses, replacement of 30 Core CAL licenses with Core CAL Bridge, and a reduction of 30 Office Professional Plus licenses from the original order.

Note: If you are transitioning back from a Subscription license to a license covered by Software Assurance, your Account Manager should assist with the Transition because validation of the underlying licenses with Software Assurance is a step in this process.

License Reductions

For licenses eligible for License Reduction, you may report these as part of the true-up order process. These reductions will be reflected as a quantity reduction on a prior purchase order, and will reduce the annual invoices associated with the purchase order for the remainder of the enrollment.

Subscription option

If you are using the Enterprise Agreement’s subscription option, you will place an Annual Order instead of a true-up. With the Annual Order, you will report total license counts instead of differences since the prior reported count, accounting for both

Enterprise Agreement True-up guide

growth and reductions in required licenses. Under Subscription, additional products must be accounted for within 30 days of installation/use and are not eligible to defer reporting until the Annual Order, with the exception of Online Services eligible for true-up, for which license Reservations may be reconciled in the Annual Order (see Online Services above).

Example: Subscription Enrollments

- You added 200 new Qualified Devices and Users to the existing 3,300 on your subscription. These 3,300 were accounted for in your last Annual Order for the Desktop Professional Platform.
- You would now order 3,500 Office Professional Plus, 3,500 Core CAL, and 3,500 Windows Operating System Upgrade L&SA Subscription for this year's annual subscription.

It is important that the reconciliation address all of these categories as they apply to your organization. Because of the differences in how the products are licensed, an organization could have growth in the use of additional products, even in a year when the device or user count remained flat. Understanding the software assets within your organization can help you maintain control of your business and optimize your resources to match your IT strategy. Although the complexities of managing software across an organization can be challenging, here are some consistent methods that can provide structure to inventorying your Enterprise Agreement licenses.

Get started on your true-up

What systems need to be inventoried?

During your true-up process, the following elements should be inventoried:

- Devices, including all servers, computers (desktops, laptops, and terminals), and mobile devices that use Microsoft-licensed software. You must document the number of the devices and the service date.
- The number of qualifying, underlying operating system licenses on devices, including the type of operating system and service date.
- All Microsoft application software. For the most current product list, go to </product-licensing/products.aspx>.
- The number of User CALs and Device CALs within your enterprise. A User CAL allows a single user to use any device to access software on multiple licensed servers. A Device CAL allows a single device to access multiple licensed servers (for example, mobile devices like smart phones, which often access several servers including Exchange, Windows, and SQL), and also allows multiple users to use a single device (for example, call center workstations).
- License Reservations. For Online Services allowing for License reservation and service activation prior to ordering, you need to account for the quantity and dates these were reserved, as well as the associated devices or users added requiring true-up for on-premises software.

Looking forward: best practices

Perform a SAM review.

Your annual true-up event is an ideal time to perform a Software Asset Management (SAM) review. SAM is a set of industry best practices that can help you control costs, improve compliance and security, and anticipate future software needs as your company grows. Visit www.microsoft.com/sam for tips and tools to help you perform a software inventory.

Additionally, Microsoft has hundreds of accredited SAM partners that are able to provide cost-effective true-up assistance. To learn more or find a SAM partner near you, go to www.microsoft.com/sam and click the Partner tab.

Use this year to prepare for next year.

After you complete the true-up process, you should retain a copy of your inventory to use in the future. This copy is especially important if you are completing the process manually. We also recommend that you consider performing interim quarterly inventories of your licensed IT infrastructure to reduce the time it takes to perform the annual true-up exercise. An established SAM strategy can help streamline this process.

Resources and support

If you need more information, please visit www.microsoft.com/licensing.

For additional questions regarding Microsoft Volume Licensing Services or Software Assurance benefits, please contact your reseller or Microsoft account team, or call your local Volume Licensing Service Center support number, which you can find at www.microsoft.com/licensing/servicecenter/Help/Contact.aspx.

For more information on Software Asset Management, please visit www.microsoft.com/sam to download a SAM Optimization Kit or find an accredited SAM partner.

Upon true-up completion

Your purchase history and license summary will be updated and available for viewing via the Volume Licensing Service Center at www.microsoft.com/licensing/servicecenter.

Need help?

Contact your reseller or Microsoft account team or check the Microsoft Volume Licensing Services website at www.microsoft.com/licensing.

Enterprise Agreement True-up guide



Review your Online Services information

Microsoft tracks your license reservations for Microsoft Online Services that are eligible for true-up and reports this information to you through the Volume Licensing Service Center (VLSC). For other licenses, your company's inventory approach will depend on your system setup.



Get help from a SAM partner

Consulting with a Microsoft SAM partner can help you assess your software environment and build a customized process to conduct true-ups quickly, accurately, and in a repeatable way. Microsoft SAM partners are experts in Software Asset Management processes, discovery tools, and Microsoft licensing. A cost-effective SAM engagement gives you the data you need to complete your true-up and a customized plan for managing software assets and future true-up reviews. Your Microsoft account team can help connect you with a SAM partner and get you started with a SAM engagement for your true-up.



Use automated tools and processes

You may already use a software inventory tool to help manage your software assets, and this tool is useful during the true-up process. A SAM partner can work with your existing tools, or help you identify new ones that can help you streamline your true-up inventory.

Microsoft System Center Configuration Manager includes inventory and asset intelligence capabilities that provide administrators with continuous visibility into hardware and software assets and usage. Configuration Manager collects software and hardware inventory for servers, clients, and mobile devices, then translates that data into rich reports that help administrators with software purchasing decisions, upgrade plans, and license reporting.

The Microsoft Assessment Planning (MAP) Toolkit features an IT-based Software Usage Tracker functionality that provides usage reports for the following server products: Microsoft Windows Server, Microsoft Exchange Server, Microsoft SQL Server, Microsoft SharePoint Server, and Microsoft System Center Configuration Manager. Learn more about MAP Toolkit at <http://www.microsoft.com/map>.

Your reseller or Microsoft account team should work with you to review the results of your inventory report and adjust Enterprise Agreement licenses as necessary. Consider both your hardware purchases and overall licensing usage throughout the true-up time frame.



Take a manual inventory

Enlist your staff in helping you take an inventory of your environment, and to document all servers, computers (desktops, laptops, and terminals), and mobile devices that use Microsoft-licensed software.

If you are participating in a SAM engagement, your SAM partner can help you identify ways to streamline this process, depending on your unique setup and needs.



Consider Microsoft payment solutions

After your true-up is complete, consider Microsoft Financing to structure a payment plan for any true-up expenses you may be facing. Microsoft payment solutions provide commercial and public sector customers with flexible payment options to structure technology spend to meet business and financial needs. You can align your payments to your budget, cash flow, or deployment schedules by creating a customized payment plan that fits your company's needs. For additional information and to learn whether payment solutions are available in your country/region, visit www.microsoft.com/financing.

**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Information Technology Services

COUNCIL AGENDA DATE: 10/21/2024

BID NO.:

CONTRACT NO.:

DATE OPENED:

DESCRIPTION:

Renewal of Microsoft Enterprise Agreement for software and services.

PURPOSE:

To ensure continuity of Microsoft licensing for city departments to support daily operations and public service.

COMMENTS:

The Microsoft EA will cost \$678,133.85 each year for three years, totaling \$2,034,401.55 over the duration of the agreement. This acquisition will occur under the North Carolina 208C purchasing agreement.

RECOMMEND AWARD TO:

SHI, Inc.

AMOUNT:

\$2,034,401.55

JUSTIFICATION:

The renewal ensures the availability of essential Microsoft tools for staff, allowing for efficient operations and quality service delivery to residents.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
101241	527216			\$678,133.85 (FY24-25)
101241	527216			\$678,133.85 (FY25-26)
101241	527216			\$678,133.85 (FY27-28)
TOTAL BUDGETED AMOUNT				\$2,034,401.55

DEPARTMENT HEAD:

Adam Ward

Digitally signed by Adam Ward
Date: 2024.10.08 11:07:05 -04'00'

DATE:

10/8/24

The Purchasing Division concurs with recommendation submitted by the Information Services and recommends award to the lowest responsible, responsive bidder SHI, Inc. in the amount of \$2,034,401.55.

PURCHASING MANAGER:

Candy E. Harmon

Digitally signed by Candy E. Harmon
Date: 2024.10.11 14:36:55 -04'00'

DATE:

10/11/2024

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Bobby Fitzjohn

Digitally signed by Bobby Fitzjohn
Date: 2024.10.11 16:13:03 -04'00'

DATE:

10/11/24

CITY MANAGER:

DATE:



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Master

File Number: 2024-409

File ID: 2024-409

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 10/14/2024

File Name:

Final Action:

Title: Consideration of Sale of City Owned Property - 1216 Hoover Ave; 232 Windley Street; 1800 Wade Place; 707 Brentwood Street; 917/919 Randolph Street
City Council is requested to adopt the resolutions accepting the five (5) offers and authorizing the sale of the following properties through the upset bid procedure of N.C.G.S. §160A-269.

Notes:

Sponsors:

Enactment Date:

Attachments: Sale of City Owned Property

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Sale of City-Owned Property –1216 Hoover Ave; 232 Windley Street; 1800 Wade Place; 707 Brentwood Street; 917/919 Randolph Street	
FROM: City Attorney's Office	MEETING DATE: October 21, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Resolutions	

PURPOSE: For Council to authorize the sale of City-owned properties in accordance with North Carolina General Statute (“N.C.G.S.”) § 160A-269.

BACKGROUND: The City has received the following offers to purchase City-owned properties:

Offeror	Property Address	Guilford County REID	Acreage	Current Use	Offer Amount
Trinity Construction and Development, LLC	1216 Hoover Ave	175456	.12 acre	Vacant lot	\$3,500.00
Trinity Construction and Development, LLC	232 Windley Street	175483	.16 acre	Vacant lot	\$2,500.00
Jankiben Shah	1800 Wade Place	184150	.24 acre	Vacant lot	\$16,000.00
Jankiben Shah	707 Brentwood Street	184137	.23 acre	Vacant lot	\$15,100.00
Rashid Khan	917/919 Randolph Street	174126	.16 acre	Vacant lot	\$4,000.00

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: City Council is requested to adopt the resolutions accepting the five (5) offers described above and authorizing the sale of the properties through the upset bid procedure of N.C.G.S. §160A-269.

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR THE SALE OF REAL PROPERTY**

WHEREAS, the City of High Point (“City”) owns certain real property, more particularly described as 1216 Hoover Avenue, Guilford County REID 175456, consisting of approximately 5,227 square feet or 0.12 acre in size (the “Property”); and

WHEREAS, North Carolina General Statute § 160A-269 authorizes the City to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, Section 3-1-1 of the City Code of Ordinances authorizes the sale of real property to be made by the Financial Services Director or his designee as directed by the City Council, subject to the approval of the City Manager, and requires reports of all sales of real property to be made to the City Council; and

WHEREAS, the Financial Services Director designated the Real Estate Coordinator as the person responsible for sale of City owned real property subject to direction from the City Council and approval by the City Manager; and

WHEREAS, the City has received an offer to purchase the Property described above, in the amount of three thousand five hundred dollars (\$3,500.00), submitted by Trinity Construction and Development LLC; and

WHEREAS, Trinity Construction and Development LLC has paid the required five percent (5%) deposit on the offer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. The City Council authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute § 160A-269.

Section 2. The City Clerk or her designee shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer, using the form provided by the City, to City Clerk’s Office within 10 (ten) days after the notice of sale is published. At the conclusion of the 10-day period, the City’s Real Estate Coordinator shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 4. If a qualifying higher bid is received, the City Clerk or her designee shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

Section 5. A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer, and (iii) is not conditioned on anything occurring prior to the purchase of the Property.

Section 6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will return the deposit of the final high bidder at closing.

Section 7. The City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing, and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the Property.

Section 8. The City reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Section 9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Trinity Construction and Development LLC.

Section 10. This resolution is effective upon adoption.

Adopted by City Council this 21st day of October, 2024.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attest: _____
Sandra Keeney, City Clerk

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR THE SALE OF REAL PROPERTY**

WHEREAS, the City of High Point (“City”) owns certain real property, more particularly described as 232 Windley Street, Guilford County REID 175456, consisting of approximately 6,969 square feet or 0.16 acre in size (the “Property”); and

WHEREAS, North Carolina General Statute § 160A-269 authorizes the City to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, Section 3-1-1 of the City Code of Ordinances authorizes the sale of real property to be made by the Financial Services Director or his designee as directed by the City Council, subject to the approval of the City Manager, and requires reports of all sales of real property to be made to the City Council; and

WHEREAS, the Financial Services Director designated the Real Estate Coordinator as the person responsible for sale of City owned real property subject to direction from the City Council and approval by the City Manager; and

WHEREAS, the City has received an offer to purchase the Property described above, in the amount of two thousand five hundred dollars (\$2,500.00), submitted by Trinity Construction and Development LLC; and

WHEREAS, Trinity Construction and Development LLC has paid the required five percent (5%) deposit on the offer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. The City Council authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute § 160A-269.

Section 2. The City Clerk or her designee shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer, using the form provided by the City, to City Clerk’s Office within 10 (ten) days after the notice of sale is published. At the conclusion of the 10-day period, the City’s Real Estate Coordinator shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 4. If a qualifying higher bid is received, the City Clerk or her designee shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

Section 5. A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer, and (iii) is not conditioned on anything occurring prior to the purchase of the Property.

Section 6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will return the deposit of the final high bidder at closing.

Section 7. The City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing, and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the Property.

Section 8. The City reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Section 9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Trinity Construction and Development LLC.

Section 10. This resolution is effective upon adoption.

Adopted by City Council this 21st day of October, 2024.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attest: _____
Sandra Keeney, City Clerk

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR THE SALE OF REAL PROPERTY**

WHEREAS, the City of High Point (“City”) owns certain real property, more particularly described as 1800 Wade Place, Guilford County REID 175456, consisting of approximately 10,454 square feet or 0.24 acre in size (the “Property”); and

WHEREAS, North Carolina General Statute § 160A-269 authorizes the City to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, Section 3-1-1 of the City Code of Ordinances authorizes the sale of real property to be made by the Financial Services Director or his designee as directed by the City Council, subject to the approval of the City Manager, and requires reports of all sales of real property to be made to the City Council; and

WHEREAS, the Financial Services Director designated the Real Estate Coordinator as the person responsible for sale of City owned real property subject to direction from the City Council and approval by the City Manager; and

WHEREAS, the City has received an offer to purchase the Property described above, in the amount of sixteen thousand dollars (\$16,000.00), submitted by Jankiben Shah; and

WHEREAS, Jankiben Shah has paid the required five percent (5%) deposit on the offer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. The City Council authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute § 160A-269.

Section 2. The City Clerk or her designee shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer, using the form provided by the City, to City Clerk’s Office within 10 (ten) days after the notice of sale is published. At the conclusion of the 10-day period, the City’s Real Estate Coordinator shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 4. If a qualifying higher bid is received, the City Clerk or her designee shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

Section 5. A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing

offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer, and (iii) is not conditioned on anything occurring prior to the purchase of the Property.

Section 6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will return the deposit of the final high bidder at closing.

Section 7. The City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing, and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the Property.

Section 8. The City reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Section 9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Jankiben Shah.

Section 10. This resolution is effective upon adoption.

Adopted by City Council this 21st day of October, 2024.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attest: _____
Sandra Keeney, City Clerk

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR THE SALE OF REAL PROPERTY**

WHEREAS, the City of High Point (“City”) owns certain real property, more particularly described as 707 Brentwood Street, Guilford County REID 184137, consisting of approximately 10,018 square feet or 0.23 acre in size (the “Property”); and

WHEREAS, North Carolina General Statute § 160A-269 authorizes the City to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, Section 3-1-1 of the City Code of Ordinances authorizes the sale of real property to be made by the Financial Services Director or his designee as directed by the City Council, subject to the approval of the City Manager, and requires reports of all sales of real property to be made to the City Council; and

WHEREAS, the Financial Services Director designated the Real Estate Coordinator as the person responsible for sale of City owned real property subject to direction from the City Council and approval by the City Manager; and

WHEREAS, the City has received an offer to purchase the Property described above, in the amount of fifteen thousand one hundred dollars (\$15,100.00), submitted by Jankiben Shah; and

WHEREAS, Jankiben Shah has paid the required five percent (5%) deposit on the offer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. The City Council authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute § 160A-269.

Section 2. The City Clerk or her designee shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer, using the form provided by the City, to City Clerk’s Office within 10 (ten) days after the notice of sale is published. At the conclusion of the 10-day period, the City’s Real Estate Coordinator shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 4. If a qualifying higher bid is received, the City Clerk or her designee shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

Section 5. A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer, and (iii) is not conditioned on anything occurring prior to the purchase of the Property.

Section 6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will return the deposit of the final high bidder at closing.

Section 7. The City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing, and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the Property.

Section 8. The City reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Section 9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Jankiben Shah.

Section 10. This resolution is effective upon adoption.

Adopted by City Council this 21st day of October, 2024.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attest: _____
Sandra Keeney, City Clerk

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR THE SALE OF REAL PROPERTY**

WHEREAS, the City of High Point (“City”) owns certain real property, more particularly described as 917 919 Randolph Street, Guilford County REID 174126, consisting of approximately 6,969 square feet or 0.16 acre in size (the “Property”); and

WHEREAS, North Carolina General Statute § 160A-269 authorizes the City to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, Section 3-1-1 of the City Code of Ordinances authorizes the sale of real property to be made by the Financial Services Director or his designee as directed by the City Council, subject to the approval of the City Manager, and requires reports of all sales of real property to be made to the City Council; and

WHEREAS, the Financial Services Director designated the Real Estate Coordinator as the person responsible for sale of City owned real property subject to direction from the City Council and approval by the City Manager; and

WHEREAS, the City has received an offer to purchase the Property described above, in the amount of four thousand dollars (\$4,000.00), submitted by Rashid Khan; and

WHEREAS, Rashid Khan has paid the required five percent (5%) deposit on the offer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. The City Council authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute § 160A-269.

Section 2. The City Clerk or her designee shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

Section 3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer, using the form provided by the City, to City Clerk’s Office within 10 (ten) days after the notice of sale is published. At the conclusion of the 10-day period, the City’s Real Estate Coordinator shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

Section 4. If a qualifying higher bid is received, the City Clerk or her designee shall cause a new notice of upset bid to be published and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

Section 5. A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing

offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer, and (iii) is not conditioned on anything occurring prior to the purchase of the Property.

Section 6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will return the deposit of the final high bidder at closing.

Section 7. The City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing, and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the Property.

Section 8. The City reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Section 9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Rashid Khan.

Section 10. This resolution is effective upon adoption.

Adopted by City Council this 21st day of October, 2024.

CITY OF HIGH POINT

By: _____
Cyril Jefferson, Mayor

Attest: _____
Sandra Keeney, City Clerk