

CITY OF HIGH POINT

AGENDA ITEM



Title: Microsoft Enterprise Agreement

From: Steve Lingerfelt, Director of Information
Technology Services

Meeting Date: November 16, 2015

Public Hearing: No

**Advertising Date /
Advertised By:**

Attachments: Formal Bid Recommendation

PURPOSE:

The City needs to renew the Microsoft Enterprise Agreement adding the Office 365 component. This is a three year contract.

BACKGROUND:

Information Technology Services is recommending the City of High Point renew the three year Microsoft Enterprise Agreement adding the Office 365 component to efficiently provide email archival storage and take advantage of cloud based services.

This contract includes the software advantage feature which allows for product upgrades as they are released by Microsoft without any additional cost. This agreement also includes the employee purchase program.

BUDGET IMPACT:

The City of High Point will use existing funds in the FY 2015-16 budget to purchase the Microsoft Enterprise Agreement. The total cost of the agreement is \$430,394.44 annually for three years. This purchase utilizes the USETPA contract number 1214032032 pricing.

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.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Information Technology Services**

COUNCIL AGENDA DATE: **November 16, 2015**

BID NO.: CONTRACT NO.: **USETPA**

DATE OPENED:

DESCRIPTION:

This is the Microsoft Enterprise Agreement for the City of High Point. It is a three year contract that licenses the Microsoft products used by the City.

PURPOSE:

This agreement licenses the Office 365 product suite as well as SQL server used by the City. It also includes software assurance for product updates.

COMMENTS:

USETPA Cooperative contract number 1214032032

RECOMMEND AWARD TO: **SHI**

AMOUNT: **\$430,394.44**

JUSTIFICATION:

Microsoft requires licensing to use it's office and server products. Utilizing an Enterprise Agreement reduces the cost of the licensing.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
101241	527216			\$430,394.44
TOTAL BUDGETED AMOUNT				\$430,394.44

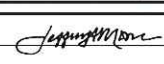
DEPARTMENT HEAD: **Steve Lingerfelt**
Digitally signed by Steve Lingerfelt
DN: cn=Steve Lingerfelt, o=City of High Point, ou=Information Technology, email=steve.lingerfelt@highpointnc.gov, c=US
Date: 2015.11.02 14:05:06 -0500

DATE: **November 2, 2015**

The Purchasing Division concurs with recommendation submitted by the **IT Department** and recommends award to the lowest responsible, responsive bidder **SHI** in the amount of \$ **430,394.44**.

PURCHASING MANAGER: **Tarinda Chappell**
Digitally signed by Tarinda Chappell
DN: cn=Tarinda Chappell, o=City of High Point, ou=Purchasing, email=tarinda.chappell@highpointnc.gov, c=US
Date: 2015.11.04 10:50:14 -0500

DATE: **Nov 4, 2015**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: 
Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, ou=Financial Services Director, email=jff.moore@highpointnc.gov, c=US
Date: 2015.11.04 14:26:42 -0500

DATE: **Nov 4, 2015**

CITY MANAGER: **Greg Demko**
Digitally signed by Greg Demko
DN: cn=Greg Demko, o, ou, email=greg.demko@highpointnc.gov, c=US
Date: 2015.11.04 14:39:06 -0500

DATE: