



AGENDA MEMORANDUM

Future Item for the City Council Meeting of June 10, 2014
Action Item for the City Council Meeting of June 24, 2014

DATE: May 12, 2014
TO: Ronald L. Olson, City Manager
FROM: Michael Armstrong, Director of Municipal Information Services
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361-826-3735

Microsoft Licensing Renewal

CAPTION:

Motion authorizing the City Manager, or designee, to execute a contract with Software House International (DIR-SDD-2503) for \$1,121,023.50. The purchase will be paid with three annual payments of \$373,674.50 (\$1,121,023.50 total).

PURPOSE:

Approval of this contract will provide a renewal of the City of Corpus Christi's licensing agreement with Microsoft's Office365 suite of applications which includes hosted e-mail and hosted office suite as primary applications. Enterprise Agreement and Subscription Agreement licensing are included in the renewal.

BACKGROUND AND FINDINGS:

The present agreement terminates in June 30, 2014.

ALTERNATIVES:

Discontinuance of e-mail permanently or while another provider is selected and a project begun to replace Office365.

OTHER CONSIDERATIONS:

None.

CONFORMITY TO CITY POLICY:

This procurement conforms to City purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Not applicable

DEPARTMENTAL CLEARANCES:

None.

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		373,674.50	747,349.00	1,121,023.50
Encumbered / Expended Amount		0	0	0
This item		373,674.50	747,349.00	1,121,023.50
BALANCE		0	0	0

Fund(s): Municipal Information Services

Comments:

Total cost of the three year agreement is \$1,121,023.50. Funds have been budgeted for this expense in Fiscal Year 2013-2014 and are available in 5210-40420-530160, Rentals. Funds to cover the 2-month fiscal year extension are included in documentation forwarded to the City's Office of Management and Budget.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

**Software House International quote licensing,
Microsoft Program Signature Form (2 copies),
Microsoft Enterprise Enrollment Form for State and Local Government (2 copies),
Microsoft Enterprise Enrollment Amendment (2 copies),
Microsoft Enrollment Project Selection Form (2 copies), and
Microsoft Document Revision Authorization Form (2 copies).**