



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		12/14/2015		
Department:		Technology Services		
Department Head		Carlos Oregon		
Agenda Coordinator (include phone #): Dianna Wike x7549				
CAPTION				
To approve an expenditure for a contract extension for a 60 day period in the amount of \$144,467 for the Microsoft Enterprise Agreement from SHI Government Solutions, Inc. for City of Plano Microsoft Software users and authorizing the City Manager to execute all necessary documents.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: 2015-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	3,481,583	0	3,481,583
Encumbered/Expended Amount	0	-819,269	0	-819,269
This Item	0	-144,467	0	-144,467
BALANCE	0	2,517,847	0	2,517,847
FUND(s): TECHNOLOGY SERVICES FUND				
<p>COMMENTS: Funding for this item is available in the 2015-16 Technology Services budget. Extension of the Microsoft Enterprise Agreement for 60 days, in the amount of \$144,467, will leave a current year balance of \$2,517,847 available for future maintenance agreement expenses or other expenditures for Technology Services.</p> <p>STRATEGIC PLAN GOAL: Extending the current enterprise agreement to facilitate the efficient administration of licenses for Microsoft products relates to the City's goal of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
Per the recommendation memo.				
The City is authorized to purchase from the State Contract list pursuant to Chapter 271 Subchapter D of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. (Department of Information Resources Contract No. DIR-SDD-2503, City of Plano Contract No. 2014-59-O)				
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies	



Memorandum

Date: November 10, 2015
To: Diane Palmer-Boeck, Chief Purchasing Officer
From: Carlos Oregon, Interim Technology Services Director
Subject: Microsoft Enterprise Agreement Extension

Technology Services is recommending the extension, for 60 days, of the Microsoft Enterprise Agreement (EA) with SHI Government Solutions, Inc. (SHI). City Council approved the original purchase on December 9, 2013. SHI continues to hold the master contract with the State of Texas Department of Information Resources for all Microsoft Enterprise Agreement contracts issued to any governmental agency in Texas. The DIR contract number is DIR-SDD-2503 and the City of Plano contract number is 2014-59-O.

The Microsoft Enterprise Agreement allows the City of Plano to use a defined number of licenses for all Microsoft products and perform a true-up at the end of the year. This alleviates the burden of ordering software licenses for each new installation by allowing for a mass update at the end of the year. This facilitates the deployment process and reduces the amount of paperwork required to keep track of licenses for compliance purposes.

Through the Microsoft EA, and the associated Subscription Assurance (SA), there are other benefits provided to the City including training vouchers for technical training, reduced pricing for home use of selected Microsoft software, the ability to upgrade or downgrade licenses based on specific needs, and access to Microsoft's TechNet portal for early access to software and problem resolution. If these features were purchased individually they would cost substantially more than as part of the SA bundle.

If we do not extend our Microsoft EA, the City of Plano will have to purchase licenses for all the Microsoft products that are currently being used at retail prices. This cost for procuring all these licenses would be substantially more than the extension cost of the EA.

This will be a two month extension of the current agreement in the amount of \$144,466.90.