

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: November 17, 2020

DEPARTMENT: Information Technology

TITLE:

Microsoft Enterprise Agreement Contract Renewal

SUMMARY:

The Contract Renewal provides for the renewal of a three (3) year enterprise agreement between Microsoft Corporation and the City of Lake Worth Beach for Microsoft Office Professional Plus, SQL software licensing, Visio Pro licensing, and Microsoft Azure Subscription for cloud backup.

BACKGROUND AND JUSTIFICATION:

The City is currently using Office for word processing, spreadsheets, databases, and general automation, Visio Pro used to conceptualize ideas visually, Exchange Server for email services, SQL for database server services and Microsoft Azure for cloud backup.

The renewal of the City's enterprise agreement guarantees the maintenance of the City's current licenses through software assurance which provides 24x7 support, the latest software releases, deployment planning services, enhanced technical capabilities, end-user and technical training, and home use. Furthermore, it will continue to help standardize IT and simplify license management.

Annual cost for the EAL of Office, Exchange Server, Visio Pro and SQL is \$39,061.98 excluding additional license purchases required to remain in compliance with the estimated additional cost of \$10,000. The cost for Microsoft Azure subscription is based on the amount of storage used by the City and, therefore, varies. The estimated Azure cost for FY 2020 is \$60,000, FY 2021 is \$65,000 and FY 2022 is \$70,000. The total purchase for a not-to-exceed amount of \$345,000 is being made through CDW-Government, supplier for Microsoft Software under master agreement 43230000-NASPO-16-ACS-SVAR as a sole source and exempt software renewal purchase.

MOTION:

I move to approve/disapprove the renewal of a three (3) year agreement with Microsoft Corporation for an amount not to exceed \$345,000.00.

ATTACHMENT(S):

Fiscal Impact Analysis
Microsoft Enterprise Agreement FY2021-FY2023
Microsoft Enterprise Agreement Amendment-M97 Azure
Microsoft Enterprise Agreement Signature Form
Microsoft Enterprise Enrollment (Indirect)
Microsoft Enrollment Product Selection Form

CDWG Microsoft Enterprise Agreement Renewal Quote

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$110,000	\$115,000	\$120,000	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	\$110,000	\$115,000	\$120,000	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY20 Budget	Current Balance	Agenda Expenditure	Balance
510-1520-519.52-65	Operating Supplies/Computer Software	N/A	\$561,900.00	\$493,025.38	\$110,000.00	\$383,025.38