



# LAWRENCEVILLE

## GEORGIA

### AGENDA REPORT

MEETING: WORK SESSION, JUNE 5, 2024

AGENDA CATEGORY: GENERAL DISCUSSION ITEM

<b>Item:</b>	Microsoft Enterprise Agreement Renewal (year 3)
<b>Department:</b>	Information Technology
<b>Date of Meeting:</b>	Wednesday, June 5, 2024
<b>Fiscal Impact:</b>	\$108,771.38
<b>Presented By:</b>	Kyle Parker, Information Technology Director
<b>Action Requested:</b>	Approval to renew the Microsoft Enterprise Agreement and to authorize the Mayor to execute any necessary agreements pending the City Attorney's review and approval.

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**Summary:** Staff is seeking approval to renew the third year of our three-year Microsoft Enterprise Agreement.

**Background:** The Microsoft Enterprise Agreement provides the software licenses necessary for our servers, workstations, and email system (Microsoft 365). Previously, the Mayor and Council approved a three-year Microsoft Enterprise Agreement. Annually, we conduct a review of the licenses in use and reconcile any changes with Microsoft. This process, commonly referred to as a "true-up," ensures that we have the proper licenses to meet our needs. Our Microsoft Enterprise Agreement is purchased from Dell Technologies.

**Fiscal Impact:** \$108,771.38. This will be funded by the Operating Budget (1001537-522210).

**Attachments/Exhibits:**

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