



Meeting Date: June 27, 2024 **Agenda Type:** Consent Items for Action

From: Jeffrey Jones **Reviewed by:** Greg Brown
Information Technology Chief Technology Officer
Manager

Submitted by: Greg Brown **Approved by:** Ryan Kelso
Chief Technology Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize CEO or His Designee to Negotiate and Execute a Cooperative Agreement with SHI/Government Solutions, Inc. for the Renewal of Microsoft EA Licensing to Maintain Critical Software Usage

BACKGROUND

New Braunfels Utilities (“NBU”) is currently under contract with SHI International Corp. (“SHI”) for a Microsoft EA licensing (“the Software”). The contract enables NBU to utilize the Microsoft Office suite on all desktops, laptops, and servers. The software is critical in nature for daily taskings, tracking, and communication spreading across the entire company. The contract needs to be renewed for continued use of new operating systems, which will aid evolvement in technology and security standards. The DIR-CPO-5237 with SHI will continue to provide NBU with software, licensing, and support with Microsoft.

NBU’s selection of SHI to enter into this contract through the Texas Department of Information Resources DIR-CPO-5237 satisfies the bidding requirements under Texas law.

NBU staff requests that the Board of Trustees approve the contract renewal with SHI for continued use of Microsoft Office software.

This item is being presented to the Board because the total amount of the contract exceeds \$250,000.

FINANCIAL IMPACT

The total amount of the contract renewal is \$1,154,996.04 over a three (3) year period. Each year NBU will pay \$384,998.68 to satisfy the terms of the Contract. This item is budgeted under our Fiscal Year 2024 Operation and Maintenance Budgets. NBU has the right to terminate after each year for convenience or if funds are not appropriated.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

Financial Excellence

EXHIBITS

1. SHI International Corp. DIR-CPO-5237 Contract: 06122024 Approved Combined DIR-CPO-5237