



INFORMATION TECHNOLOGY

To: Mayor and Town Council

From: Leigh Johnson, Director of Information Technology

Through: Ron Patterson, Interim Town Manager

Re: Microsoft Enterprise Agreement Renewal

Town Council Meeting – September 27, 2022

Agenda Item:

Consider and act upon approving a renewal to a Microsoft Enterprise Agreement, from SHI Government Solutions, Inc., through a Texas Department of Information Resources (DIR) Purchasing Contract; and authorizing the Town Manager to execute all related documents for the same. (LJ)

Description of Agenda Item:

On or about June 25, 2019, the Town Council approved the establishment of a Microsoft Enterprise Agreement (MSEA) with a term of three years. The current agreement expires on August 31, 2022.

Upon approval of this item, the Town will enter into another three-year MSEA term, and will be billed annually based on the size of staff and infrastructure at the time of billing. The MSEA pricing is calculated annually and is not affected by mid-year staffing or infrastructure changes until the following year, when any increases are applied to the next annual payment.

Local governments are authorized by the Interlocal Cooperation Act, V.T.C.A. Government Code, Chapter 791, to enter into joint contracts and agreements for the performance of governmental functions and services, including administrative functions normally associated with the operation of government (such as purchasing necessary materials and equipment).

The Town of Prosper entered into an interlocal agreement with the Texas Comptroller of Public Accounts Cooperative Purchasing Program (formerly, Texas Building and Procurement Commission) on March 14, 2006. Participation in the program allows our local government to purchase goods and services through the cooperative contract, DIR contracts included, while satisfying all competitive bidding requirements.

Budget Impact:

The FY 2021-2022 cost of the agreement is \$94,878.76, and the full cost of the three year contract is \$284,631.63. The purchase will be funded from 100-5419-10-05 IT Licenses. Subsequent annual expenditures will be subject to appropriations granted in future fiscal years.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the Agreement and all related documents as to form and legality.

Attached Documents:

1. SHI quote 1
2. SHI quote 2
3. Microsoft Business and Services Agreement
4. Microsoft Enterprise Enrollment
5. Microsoft Supplemental Contact Information Form
6. Microsoft Program Signature Form
7. Microsoft Qualifying Government Entity Addendum
8. Microsoft Previous Enrollment Agreement Form
9. Microsoft Enterprise Subscription Enrollment Product Selection Form
10. Microsoft Enterprise Agreement

Town Staff Recommendation:

Town staff recommends approving the renewal to a Microsoft Enterprise Agreement, from SHI Government Solutions, Inc., through a Texas Department of Information Resources (DIR) Purchasing Contract; and authorizing the Town Manager to execute all related documents for the same.

Proposed Motion:

I move to approve the renewal to a Microsoft Enterprise Agreement, from SHI Government Solutions, Inc., through a Texas Department of Information Resources (DIR) Purchasing Contract; and authorizing the Town Manager to execute all related documents for the same.