

# STAFF REPORT



**SUBJECT:** Microsoft Software Agreement

**DEPARTMENT:** Information Technology

**STAFF CONTACT:** James Wiley

## RECOMMENDATION:

Recommend approval of new 3 year contract with Microsoft.

## BACKGROUND:

This is the contract to use Microsoft software including Windows, SQL Server, Office, etc. The purchase will be made through the reseller Software One through a pre-negotiated Texas Department of Information Resources (DIR) contract number DIR-TSO-4061. The yearly cost will be \$63,606.21 which is approximately \$23,600 more than was budgeted for FY2023. The IT budget request for 2024 and 2025 will be for the higher yearly amount.

## FISCAL IMPACT SUMMARY:

The cost is \$63,606.21/year with a 3 year commitment of \$190,818.63.

## ALTERNATIVES

Do not pay for the Microsoft licensing and lose access to all Microsoft software that the City uses on a daily basis to conduct business.