

Agenda Action Form Overview

Approval to Renew the County's Three-Year Microsoft Enterprise Agreement Contract for the Continuation of Microsoft Licenses and Services, and to Authorize the County Manager to Execute Subsequent Maintenance Renewals, Amendments, and Annual Payments Not to Exceed the Existing Operational Budget. The Amount of this Enterprise Agreement Contract is \$1,326,279.87.

Background/Justification

The Board is requested to approve another three-year Microsoft Enterprise Agreement contract for the continuation of Microsoft licenses and services. These Microsoft licenses and services will be purchased through SHI Corp., a reseller of technology products, per the State Convenience Contract 208C. The amount of this Enterprise Agreement contract is \$1,326,279.87 and will be funded from IS&T's current fiscal year 2022-2023 operational budget.

The Board is also requested to authorize the County Manager authority to execute subsequent maintenance renewals, amendments, and annual payments not to exceed the existing operational budget if the need arises. This authority will allow the flexibility to quickly respond to time sensitive matters if needed.

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The licenses and services provided by the Microsoft Enterprise Agreement allows County employees usage of critical productivity tools and applications including Office 365 while strengthening information security using several best-of-industry cybersecurity tools. In addition, the Enterprise agreements ensures that Durham County remains in Microsoft volume licensing compliance of our infrastructure systems such as computers, servers, databases and user licenses. The Enterprise Agreement also provides operational systems upgrades at no additional charge which offers the opportunity to enhance user experience, utilize next generation security features and aligns Durham County with industry best practices.

The Microsoft Enterprise Agreement keeps Durham County in line with best practices across the private and government sectors as more organizations shift to cloud services. Benefits of cloud services include business continuity, access to automatic updates and more. Local governments using Microsoft cloud solutions include the City of Durham, Mecklenburg County, Wake County, Guilford County and many other counties and municipalities in North Carolina.

SHI International Corp. is one of North America's top 15 largest resellers and providers of IT solutions with 15,000 customers, worldwide. Based in Somerset, N.J., the company has customers in the non-profit, private, and public sectors.

Policy Impact

There is no impact to policy; this action allows Durham County Government to continue to its effective and efficient use of Microsoft Office 365 and the Microsoft system and server licensing supporting our business departments.

Procurement Background

The Microsoft Enterprise Agreement is purchased in accordance with County purchasing policies as this software as a service becomes due for yearly payment and go before the Board for approval if required.

Type of purchase

- ☒ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

Did this request for purchase go through a bid process? Yes ☐ No ☒

Goods: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$90,000$

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption

☐ Contract is an amendment to an existing contract

☒ Other - Request for capital funding; no expenditures requested at this time.

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☐ No ☒

If no, why?

Request for Operational funds; no additional expenditures requested at this time.

Fiscal Impact

Requesting to use existing operational funds in the amount of \$1,300,000 this for this fiscal year for licenses and services for the Enterprise Agreement with Microsoft. This approval will allow the Enterprise to continue utilizing the features of Office 365 and the Microsoft systems and server licensing supporting our business departments.

Recommendations

The County Manager recommends that the Board authorize the County Manager to approve the renewal of the County's three-year Microsoft Enterprise Agreement contract for the continuation of Microsoft licenses and services, and to authorize the County Manager to execute subsequent maintenance renewals, amendments, and annual payments not to exceed the existing operational budget. The amount of this Enterprise Agreement contract is \$1,326,279.87.