



Legislation Details (With Text)

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**Title:** Staff Report for a Resolution Approving the Annual Subscription Payment with SoftChoice Corporation for the Microsoft Enterprise Agreement

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Staff Report for a Resolution Approving the Annual Subscription Payment with SoftChoice Corporation for the Microsoft Enterprise Agreement

**SUMMARY AND RECOMMENDATIONS**

Staff recommends that the City Council approve a resolution authorizing the City Manager to approve payment to and execute all necessary documents with SoftChoice Corporation, Inc. for the annual Microsoft Enterprise Agreement and authorizing the City Manager to make future annual renewal payments for a period of up to three (3) fiscal years from the date of this agreement, with each future annual renewal not to exceed a 5 percent increase from the base amount. The base amount of this agreement is \$134,829.34.

**BACKGROUND**

The City of San Leandro utilizes a Microsoft Enterprise Agreement plan for all Microsoft products, including Windows operating system and Office 365.

**Analysis**

To maintain its Microsoft software infrastructure the City of San Leandro negotiated an annual subscription payment. The Microsoft software infrastructure utilized by the City includes all Windows operating systems on City-owned desktops and laptops; all Windows server operating systems in the City's data centers; and the full suite of Office 365 for all City employees.

This annual contract covers all the licenses needed by the City for all Microsoft products, including new software upgrades, security patches, all cloud computing services from Office 365 (Word, Excel, PowerPoint, Outlook, SharePoint, and email communications) and includes 24/7/365 telephone and email technical support. Payment is made through a third-party value-added reseller (VAR). In 2016,

the City selected SoftChoice corporation as its Microsoft VAR, due to its low pricing, after using a competitive process.

### **Legal Analysis**

The City Attorney's office has reviewed and approved the purchase agreements.

### **Fiscal Impacts**

The total annual Microsoft Enterprise Agreement cost is \$134,829.34.

### **Budget Authority**

The Finance Director has determined there are sufficient funds in Account 688-13-001-5311 for the annual payment.

### **Attachment(s) to Staff Report**

- SoftChoice Corporation Quote #8187808
- Enterprise Agreement Enrollment Contract

**PREPARED BY:** Tony Batalla, Information Technology Manager, City Manager's Office  
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