



## Legislation Text

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Staff Report for a City of San Leandro City Council Resolution to Approve Annual Renewals for Fiscal Years 2021-2022 and 2022-2023 with SoftChoice Corporation, Inc. for the Microsoft Enterprise Agreement for the Combined Amount of \$410,559.51 (Approves One Annual Renewal of \$195,504.53 in Fiscal Year 2021-2022 and One Annual Renewal of \$215,054.98 plus up to a 10% increase in Fiscal Year 2022-2023).

### **SUMMARY AND RECOMMENDATIONS**

Staff recommends that the City Council approve a resolution authorizing the City Manager to approve payments to SoftChoice Corporation, Inc. of \$195,504.53 in Fiscal Year 2021-2022 and \$215,054.98 plus up to a 10% increase in Fiscal Year 2022-2023 for renewal of the Microsoft Enterprise Agreement, which includes subscriptions and licenses for Microsoft Windows, Office 365 Email, OneDrive, Skype, SharePoint and more.

### **BACKGROUND**

The City of San Leandro utilizes a Microsoft Enterprise Agreement plan for all Microsoft products, including Windows desktop and server operating systems, SQL databases, and the Office 365 platform.

### **Analysis**

The City of San Leandro is required to make an annual payment to maintain its Microsoft software infrastructure. This includes all Windows operating systems for City-owned desktops and laptops; all Windows server operating systems and SQL databases servers in the City's data centers; and the full suite of Office 365 for all City employees. Office 365 includes Exchange email with Advanced Threat Protection, OneDrive, SharePoint Online, Skype for Business, Teams, Audio Conferencing, and the full Office suite of applications (Word, Outlook, Excel, Access, PowerPoint, EndNote).

This annual contract covers all the licenses needed by the City for all Microsoft products along with technical support, new software upgrades, security patches, and all cloud computing services on Microsoft Azure. Payment is made through SoftChoice Corporation, a Microsoft certified partner. In 2016, pursuant to a competitive process the City selected SoftChoice Corporation as its Microsoft Value-Added Reseller (VAR), due to its low pricing.

### **Previous City Council Actions**

- On November 11, 2019, the City Council approved a Microsoft Enterprise Agreement for annual renewals with SoftChoice Corporation for FY2019-2020 and 2020-2021 for the combined amount of \$366,478.46 (Approved One Annual Renewal of \$183,239.23 in Fiscal Year 2019-2020 and One Annual Renewal of \$183,239.23 plus up to a 10% increase in Fiscal

Year 2020-2021), Reso. No. 2019-192;

- On November 5, 2018, the City Council approved a Microsoft Enterprise Agreement annual renewal with SoftChoice Corporation for FY2018-2019 for the amount of \$144,666.14, Reso. No. 2018-147;
- On October 16, 2017, the City Council approved a Microsoft Enterprise Agreement annual renewal with SoftChoice Corporation for FY2017-2018 for the amount of \$134,829.34, Reso. No. 2017-144.

### **Legal Analysis**

The City Attorney's office reviewed and approved the purchase agreements as to form.

### **Fiscal Impacts**

The total annual software and maintenance cost for Fiscal Year 2021-2022 is \$195,504.53. Fiscal Year 2022-2023 is expected to be \$215,054.98 plus up to a 10% increase.

### **Budget Authority**

This project requires no additional appropriations. There are sufficient funds in the FY2021-2022 operating budget and FY2022-2023 adopted budget, Account 688-13-001-5311.

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