



## Cover Memorandum/Staff Report

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**File #:** 19-826

**Agenda Date:** 9/5/2019

**Item #:** 6.G.2.

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**TO:** Mayor and Commissioners  
**FROM:** Mickey Baker, Information Technology Director  
**THROUGH:** Neal de Jesus, Interim City Manager  
**DATE:** September 5, 2019

RESOLUTION NO. 151-19 TO APPROVE UTILIZING OMNIA PARTNERS COOPERATIVE CONTRACT NO. 4400006644 WITH INSIGHT PUBLIC SECTOR, INC. FOR MICROSOFT ENTERPRISE AGREEMENT - \$1,151,063

**Recommended Action:**

Motion to Approve Resolution No. 151-19 to approve an Agreement based upon Contract No. 4400006644 between Omnia Partners (formerly known as U.S. Communities) and Insight Public Sector, Inc. for a Microsoft Enterprise Program Agreement in the estimated amount of \$1,151,063 for the Agreement term, and authorize the City Manager to approve renewal options, in the amounts indicated below, contingent upon appropriation of funds.

**Background:**

The Purchasing Department and the Information Technology Department recommend approval of this motion. The City uses Microsoft products such as Microsoft Server and PC Operating Systems and Microsoft Office365 for email and Office productivity. The Enterprise Program Agreement allows for continued licensing and use of all Microsoft software utilized in City daily operations. This Agreement will also allow the City to continually upgrade all Microsoft server and client software that the City uses.

The City has received product part numbers directly from the Microsoft Licensing State and Local Government account team. The part numbers were sent to multiple vendors authorized as Microsoft Licensing resellers on different Government contracts and Insight Public Sector through the Omnia Partners Contract was 18% lower than our previous vendor.

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**Attachments:**

1. Resolution No. 151-19
2. Legal Review Checklist for the Microsoft Enterprise Program Agreement
3. Insight Public Sector Enterprise Program Agreement

<b>TERM</b>	<b>EST. YRLY. EXPEND.</b>
YEAR ONE	\$383,687.56
YEAR TWO	\$383,687.56
YEAR THREE	\$383,687.56
<b>EST. THREE (3) YEAR AMOUNT:</b>	<b>\$1,151,062.68</b>
IF RENEWALS ARE EXERCISED	
RENEWAL YEAR ONE	\$383,687.56
RENEWAL YEAR TWO	\$383,687.56
RENEWAL YEAR THREE	\$383,687.56
<b>EST. THREE (3) YEAR AMOUNT:</b>	<b>\$1,151,062.68</b>
<b>TOTAL POTENTIAL 6-YR AMOUNT:</b>	<b>\$2,302,125.36</b>
EST. CONTINGENCY ALLOWANCE:	\$447,874.64
<b>TOTAL EST. NOT TO EXCEED AMT:</b>	<b>\$2,750,000.00</b>

**City Attorney Review:**

City Attorney recommends approval of this motion.

**Funding Source/Financial Impact:**

Funding for the Microsoft Enterprise Program Agreement is through account 001-16-000-516.54-11 Books Pubs Subs and Membership Subscriptions.

**Timing of Request:**

This is a time sensitive request. The City's previous Microsoft Enterprise Agreement expired on August 31, 2019.