



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: April 11, 2017	
SUBJECT: Microsoft Office 365 Licenses and Services	
FROM:	Todd Leopold, County Manager; Bryan Ostler, Interim Deputy County Manager; Benjamin Dahlman, Finance Director; Kim Roland, Purchasing Manager
AGENCY/DEPARTMENT: Information Technology Department and the Human Services Department	
HEARD AT STUDY SESSION ON: N/A	
AUTHORIZATION TO MOVE FORWARD: <input type="checkbox"/> YES <input type="checkbox"/> NO	
RECOMMENDED ACTION: That the Board of County Commissioners approves a renewal of Microsoft Office 365 licenses and services	

BACKGROUND:

In 2016, the National Association of State Procurement Officers (NASPO) purchasing cooperative awarded an agreement to Insight Public Sector, Inc., as an authorized reseller of Microsoft Office 365 licenses and services to participating agencies. Adams County is a participant in the NASPO purchasing cooperative. The Information Technology (IT) Department will utilize the negotiated contracted pricing to purchase licenses for County-wide use.

This year represents the second year of a three year agreement with Insight Public Sector, Inc., for Microsoft Office licenses and services.

It is recommended that the County's Microsoft Office 365 license and service renewal be approved with Insight Public Sector, Inc., at the previously negotiated contract fees, for a not to exceed cost of \$570,000.00.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Information Technology Department
Human Services Department

ATTACHED DOCUMENTS:

Resolution

FISCAL IMPACT:

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

Fund(s): 00001, 00015, 00034, 00035

Cost Center(s): 1056, 500005007000, 9418, 99800

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7562		\$570,000
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$570,000

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Additional Notes:

Information Technology	<u>Budget</u>	<u>Expense</u>	
1056	\$570,000	\$420,328.54	
Human Services Dept	<u>Budget</u>	<u>Expense</u>	
500005007000	\$320,000	\$135,482.40	
99800	0	\$12,455.64	pass thru business unit for WBC
9418	\$450,000		
Total	\$890,450	\$568,703.62	

*Second year of three year agreement for Microsoft Licensing. 99800 pass thru subledger 9980016 valid until 6/30/17. Use subledger 9980017 for the period 7/1/17 - 6/30/18.