



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> May 11, 2021
<b>SUBJECT:</b> Microsoft Office 365 licenses and support
<b>FROM:</b> Raymond H. Gonzales, County Manager; Alisha Reis, Deputy County Manager; Nancy Duncan, Budget & Finance Director; Jennifer Tierney Hammer, Procurement and Contracts Manager
<b>HEARD AT STUDY SESSION ON:</b> N/A
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves a Purchase Order for the annual Microsoft Office 365 licenses and support.

### **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 support to participating agencies. Adams County is a participant in the NASPO purchasing cooperative, which adheres to the County Purchasing Policy, Appendix E – Cooperative, Single, and Sole Source Purchases. The Information Technology and Innovation Department will utilize the negotiated contracted pricing to purchase Microsoft licenses for County-wide use.

It is recommended that the annual licenses and support for Microsoft Office 365 be approved in the not to exceed amount of \$785,389.47

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Information Technology and Innovation Department  
Human Services Department  
Sheriff's Office

### **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, 2010, 500005007000, 9418, 99800

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7562		1,294,408
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			\$1,294,408

**New FTEs requested:** ☐ YES ☒ NO

**Future Amendment Needed:** ☐ YES ☒ NO

**Additional Notes:****Information Technology**

1056

**Pricing**

\$365,930.53

**Sheriff's Office**

2010

**Pricing**

\$192,132.56

**Human Services Dept**

500005007000

**Pricing**

\$203,424.59

951016

\$233.98

99800

\$15,789.86

9418

\$7877.95

pass thru business unit for WBC

**Total Price****\$785,389.47**