



Agenda Item Summary

File #: 25-00019

Agenda Date: 1/14/2025

Agenda Item Name:

Agreement 5854775 with Microsoft and Purchase Order to SHI International Corp., for Information & Telcom Services.

Presenter:

Kevin Smith, Information & Telcom Director, 352.374.5242
Theodore White, Procurement Manager, 352.374.5202

Description:

Agreement 5854775 with Microsoft and Purchase Order to SHI International Corp., for the purchase of a three-year renewal with Microsoft Enterprise, for Information & Telcom Services. This is a three-year renewal of the Microsoft Enterprise Agreement that provides volume licensing benefits for organizations that standardize on Microsoft products.

Recommended Action:

Approve and authorize the Chair to execute Agreement 5854775 with Microsoft and the issuance of a Purchase Order to SHI International Corp., in the amount of \$499,519.43.

Prior Board Motions:

Approved Renewal September 11, 2018
Approved Renewal January 12, 2016
Approved Renewal April 23, 2013
Approved Renewal January 26, 2010

January 11, 2022, the Board approved the three-year Renewal of Microsoft Enterprise Agreement. Item 22-0002

Fiscal Note:

Year 1 FY 2025 \$499,519.43
Year 2 FY 2026 \$499,519.43
Year 3 FY 2027 \$499,519.43

There is sufficient budget for this expenditure as this is an identified expenditure in the Information Service Department budget, account 001-16-1600-519-54.80 (subscriptions & memberships).

001.16.1600.519.54.80 - \$499,519.43

Strategic Guide:

All Other Mandatory and Discretionary Services

Background:

The Microsoft Enterprise Agreement provides preferred price levels and facilitates centralized payment planning and licensing, simplifying compliance, software assurance budgeting, and reducing cost of ownership. Office 365, Microsoft operating systems, document collaboration tools like Teams and SharePoint, E-mail system are the standard in the industry. Federal, State and local governments utilize those products in the processing and manipulation of data (Word processing, spreadsheets, electronics presentations, etc.) The implementation of Microsoft products is necessary to continue, improve and ensure the exchange of information with other agencies.

This purchase is exempt from the County's competitive bidding requirements pursuant to Section 22.3-302 (22) of the Alachua County Procurement Code, Software packages for computers approved by the County's Information and Telecommunications Services Department; however, since the dollar amount of the purchase exceeds the purchasing authority of the Procurement Manager, this is being submitted for Board consideration and approval