

## Management Committee

Meeting date: April 11, 2018

For the Metropolitan Council meeting of April 25, 2018

**Subject:** Microsoft Enterprise Agreement Renewal

**District(s), Member(s):** All

**Policy/Legal Reference:** Council Policy 3-3 Expenditures – Procurements of Goods and Services over \$500,000

**Staff Prepared/Presented:** Pancho Henderson, Assistant Director, Information Services, 602-1627

**Division/Department:** RA Information Services

### Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to enter into a three-year Microsoft Enterprise license and support agreement in the amount of \$4,700,000 to cover the period 5/1/2018 to 4/30/2021.

### Background

Our three-year Enterprise agreement with Microsoft expires April 30, 2018. The agreement includes licensing and support for Windows desktop, laptop and server operating systems, Office365 products (e.g. Word, Excel, Power Point, e-mail), SQL Server databases, SharePoint and other critical Microsoft services.

Earlier this year, a team reviewed the Enterprise agreement licenses we are currently using and structured this three-year agreement in the most advantageous way. The team reviewed multiple options, provided a technical recommendation and leveraged the volume discount under the State of Minnesota cooperative purchasing venture.

### Rationale

The Council is dependent upon Microsoft Office, email and operating system software to conduct our daily business. This new Microsoft Enterprise renewal agreement will provide the following :

- Predictable budgeting, and software upgrades.
- Advanced security and threat protection to mitigate issues such as phishing
- Additional licenses for staff not covered in previous agreement
- Potential opportunities for consolidation of existing services
- Ability to eliminate items in current agreement that we no longer need

### Thrive Lens Analysis

The Microsoft Enterprise agreement is needed to address the reliability, resilience, security and cost-effectiveness of the Council's computer Windows operating systems and Office365 computing products. This supports the Thrive outcomes of stewardship and sustainability.

### Funding

Funding for this enterprise agreement is included in the Information Services operating budget.

### Known Support / Opposition

No opposition is known at this time.