

Management Committee

Meeting date: May 26, 2021

For the Metropolitan Council meeting of May 26, 2021

Subject: Microsoft Enterprise Agreement Renewal, Contract 21P057

District(s), Member(s): All

Policy/Legal Reference: FM14-2 Expenditures for the Procurement of Goods and Services.

Staff Prepared/Presented: Craig Bantz, Chief Information Officer, Information Services, 651-602-1443

Division/Department: Regional Administration/Information Services

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to award and execute contract 21P057 with Insight Public Sector, Inc., for Microsoft licenses and support of Windows, Office365, SharePoint and Azure in an amount not to exceed \$13,500,000.

Background

The Council currently has a three-year Enterprise Agreement with Microsoft. The agreement includes licensing and support for Windows desktop, laptop and server operating systems, Office365 products (e.g. Word, Excel, PowerPoint, e-mail services), SQL server databases, SharePoint and other critical Microsoft cloud services including Azure cloud services. Cloud services are now the primary way technology solutions are delivered and will be billed to the Council based on consumption rather than a fixed fee.

The Invitation for Bids was advertised on April 15, 2021 to the Council's website and over 2,000 subscribers. The Office of Equal Opportunity did not set a goal for this project based on subcontracting opportunities in this market. There were five plan holders including, three suppliers and two consultants. Procurement facilitated a public bid opening on May 4, 2021 and two bids were received. Bids were structured to provide a markup rate as a percentage over the Microsoft list price and bids received ranged from 0.25% to 2.25%.

Rationale

The Council is dependent upon Microsoft Office, email and operating system software to conduct our daily business. This new Microsoft Enterprise Agreement renewal will provide the following: Predictable budgeting and software upgrades; Advanced security and threat protection to help mitigate issues such as phishing; and potential opportunities for consolidation of existing services and elimination of items in the current agreement not being utilized.

Insight Public Sector, Inc, is the low, responsive, and responsible bidder and is recommended for award. The execution of a goods or services contract in excess of \$500,000 requires Council approval.

Thrive Lens Analysis

This supports the Thrive outcomes of Stewardship and Sustainability by ensuring reliability, resilience, security and cost-effectiveness of the Council's computers, servers and cloud services.

Funding

Information Services operating budget.

Known Support / Opposition

No opposition is known at this time.