

Business Item

Management Committee



Committee Meeting Date: March 12, 2025

For the Metropolitan Council: March 26, 2025

Business Item: 2025-76

Microsoft Unified Support, Contract 23P027 Amendment 2

District(s), Member(s):	All
Policy/Legal Reference:	FM 14-2, Expenditures for the Procurement of Goods, Services, and Real Estate Policy; Minn. Stat. § 471.345
Staff Prepared/Presented:	Gretchen White, Chief Information Officer, Information Services (IS), 651-602-1443
Division/Department:	Regional Administration/Information Services

Proposed Action

That the Metropolitan Council (“Council”) authorize the Regional Administrator to negotiate and execute Contract 23P027 Amendment 2 for Microsoft’s Unified Support Services for a total contract amount not-to-exceed \$769,264.

Background

In February 2023, the IS Department executed Contract 23P027 with Microsoft to receive Unified Support Services for Microsoft software and cloud-related products. The original three-year technical support contract value was set at \$497,653. The fee structure was calculated as a percentage of the Microsoft-related expenses of the Met Council.

For the contract’s final year, Microsoft recalculated the support fee based on 2024 spend. An additional \$258,000 must be added to the contract to cover the support agreement for 2025. With this amendment, the total contract value will not exceed \$769,264.

Rationale

The execution of an amendment that increases a contract’s total value to exceed \$500,000 requires approved by the Council.

Thrive Lens Analysis

This action advances the Thrive outcome of Stewardship and Sustainability by ensuring reliability, resilience, security and cost-effectiveness of the Council’s computers, servers and cloud services.

Funding

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

Small Business Inclusion

This contract was initially procured through a sole source. Therefore, the Office of Equity and Equal Opportunity did not assign a Metropolitan Council Underutilized Business (MCUB) goal.

