



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
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Cover Memo

File #: CONS 19-111, **Version:** 1

DATE: February 26, 2019

TO: Mayor and City Council

FROM: CIO/Director of Information Technology

SUBJECT

Approval of Microsoft Enterprise License Agreement (ELA) for Microsoft Enterprise Renewal Licenses for a Three-Year Contract, in an Amount Not to Exceed \$725,075

RECOMMENDATION

That the Council adopts the attached resolution (Attachment II) authorizing the City Manager to negotiate and execute a purchase order, payable annually for a total amount not to exceed \$219,722.84; and approves a contingency of 10%. The three-year contract will not exceed \$725,075 - \$659,168.52 plus a 10% contingency of \$65,905.85.

SUMMARY

The City's current Microsoft Enterprise License Agreement (ELA) for Microsoft Enterprise Software Licenses will expire on February 26, 2019. This agreement includes licensing for Windows 10 and Office 365, which are critical to the daily operations of the City. Staff is in negotiations to continue these services and is requesting authorization to fund the contract at the conclusion of negotiations.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution