



Detroit Water and Sewerage Department

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Legislation Text

File #: 18-0273, **Version:** 1

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **enter into contract No. 6001790 for an amount not to exceed \$505,470.00 with CDW-Government (CDW-G) for Microsoft Office Cloud Software**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of December 19, 2018

Item No. 18-0273

Contract No. 6001790

Term of Contract: 24 Months

Amount: \$505,470.00

TO: The Honorable
Board of Water Commissioners
City of Detroit, Michigan

FROM: Gary Brown, Director
Water and Sewerage Department

RE: Contract #6007190 not to exceed \$505,470.00 to CDW-Government (CDW-G) for Microsoft Office Cloud Software (\$505,470.00)

MOTION

Upon recommendation of Daniel A. Rainey, Chief Information Officer, the Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **enter into contract No. 6001790 for an amount not to exceed \$505,470.00 with CDW-Government (CDW-G) for Microsoft Office Cloud Software** and authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

JUSTIFICATION

One aspect of productivity in the workplace today is the availability and use of an office productivity suite. For many years now, DWSD has standardized on Microsoft's Office Suite, which includes Microsoft's Word, Excel, PowerPoint, Access and One Note. The one exception to this is email, where DWSD uses the City's Groupwise Email platform. DWSD intends to continue to standardize on the Microsoft Productivity Suite, including Microsoft's Outlook and Cloud Email Service.

DWSD's Microsoft Enterprise Agreement, which provided upgrades and support for the Office Productivity Suite, and various Windows desktop services, including shared file access, systems updates and scheduled upgrades has expired. Access to a Microsoft Enterprise Agreement allows DWSD, in partnership with the City of Detroit's Department of Innovation and Technology, to keep DWSD's computer systems current and supported. The expired Enterprise Agreement also provided DWSD the licensing rights to automate desktop

software installation and distribution. Without the Enterprise Agreement these functions become limited to security patches and service upgrades to current software releases. DWSD intends to continue to use the benefits of a Microsoft Enterprise Agreement.

The proposal before the board is a two-year agreement for subscriptions of the licensing necessary for DWSD to operate Microsoft Windows under an Enterprise License and provide Office Professional and Office 365 for up to 700 DWSD users. This proposed agreement runs concurrently with the City of Detroit's Microsoft Enterprise Agreement, which includes DWSD as a named customer, but did not include the necessary licenses and funding for DWSD's operational needs.

The specific product recommended for procurement is 700 licenses of Microsoft's MS EA CLOUDSUITEGOV SS SUB P/U @ 361.05 ea. annually.

BACKGROUND

DWSD is piggybacking on a contract with CDW-G that was awarded through City of Detroit's RFP #17SJ1284 -440447 Citywide IT Hardware, Software, Equipment and Services, in which DWSD participated in the requirements and evaluation. CDW-G contract, 6001118, is one of four contracts that were awarded under the RFP. CDW-G was the lowest provider of the four companies participating in the IT Hardware and Software, Equipment and Services program that responded to this solicitation.

PROCUREMENT METHOD

The City of Detroit contract 6001118 was advertised as a RFP on BidSync on September 14, 2017. The solicitation was sent to 3419 vendors, was downloaded by 98 vendors, and offers were made by 11 vendors. CDW-G was the awarded vendor for \$2,250,000. The DWSD Information Technology team is requesting that this contract be "Piggybacked" to take advantage of the City's competitively solicited contract.

DETAILS

- Funding Source: Operations and Maintenance (O&M) Funded
- GL Strings: 5720-20168-483101-622302-000205-10790-0000-000000 - 30%
5820-20179-493301-622302-000226-15805-0000-000000 - 70%
- Duration: 2 Years
- Total: \$505,470.00

This item was reviewed by the Finance Committee on December 5, 2018 and it is a planned and budgeted FY2019 item and will be incorporated into the FY2020 IT Operating Budget.