



**FORMAL BID –
REQUEST FOR APPROVAL**

Approved by Consent Agenda:

TO BE COMPLETED BY COUNCIL STAFF ONLY

Title of Bid: 3-Year Microsoft EA Licensing Renewal Bid #: Cooperative
Dept.: Information Systems Contact Person: Matthew Seeds Ext.: 7472

Description (product/service, justification and use):

In May of 2019, the County entered into a 3-year agreement for \$4,558,654 in Microsoft Licensing, which included three pieces.

- Azure Cloud
- Microsoft Server Licenses
- Microsoft O365 Licenses

Information Systems is now seeking a new 3-year agreement for O365/Desktop Licenses and an Amendment for Server Licenses in an amount not to exceed \$2,388,956.78. This purchase is being made using the State of Missouri Office of Administration Contract #: CT170457025.

There are two components that make up the agreement:

Microsoft Server Licenses (Amendment M97 & Quote 21978310)

This includes all Windows Server Licenses for all county servers.

2022/23 - \$134,644.48

2023/24 - \$179,527.20

Microsoft O365 / Desktop Licenses (Proposal 1193668.005 & Quote 21979929)

This includes Windows licenses for all desktops and O365 accounts for 1260 employees.

2022/23 - \$691,595.05

2023/24 - \$691,595.05

2024/25 - \$691,595.05

Award to: Software House International Location: Somerset, NJ

Price: \$ 2,388,956.78 Contract term (if applicable): \$2,388,956.78 total for 3 Years

Bid opening held on: _____ Opened by: _____

Account number to be charged for purchase: 3019800-47708

If bid was not awarded to lowest bidder, please explain:

If paying for with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:

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Additional Bids Received

The following additional bids were received:

Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	

For each vendor that doesn't meet specifications, please explain why:

Vendor: _____

Vendor: _____

Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

Digitally signed by Matthew Seeds
Date: 2022.05.26 16:10:42 -0500

Department Director/Elected Official Signature

Date

Tracy A. Bayne

Approval or Concurrence of Director of Finance

5/27/22

Date

BELOW ONLY TO BE COMPLETED FOR BIDS AT LEAST \$15,000 AND LESS THAN \$50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date