

**State Term Contract
Permission Request**

Date: State Contract No/URL: Contract Type: Over \$50,000 Under \$50,000
Requesting Agency: Contact Name: Email:

TO BE COMPLETED BY AGENCY:

Describe how use of this contract provides the most cost effective method to purchase goods and /or services.

(For new requests, attach three (3) or more quotations received from contract vendors, if the contract was not bid.)

Microsoft has replaced their Premier Support program that DoT used last year with the new Enterprise Unified Support. DoT was able to work with Microsoft to apply un-used software assurance credits that will expire worthless in Jan of 2023 to reduce the cost of this contract by \$238,604.00 off the original OEM pricing of \$338,066 for this year only. The use of the State of Ohio contract allows the City to take advantage of the reduced pricing that was negotiated by the State of Ohio.

Note if this purchase is the continuation of an existing project.

(Please attach three (3) or more quotations originally received. If three quotes were not solicited for the original purchase, three are required now.)

If three quotes were not received, attach any documentation supporting using the STS as the most cost effective method. This includes price research, efficiencies realized, or any other evidence of cost effectiveness. Requests over \$50,000 will require a bid waiver from City Council.

TO BE COMPLETED BY PROCUREMENT MANAGER:

Approved? _____

