

July 15, 2020

TO: H. Samuel Orth, III, Director, Department of Technology

CC: Rick A. Wagner, Deputy Director, Department of Technology
Pamela H. OGrady, Deputy Director, Department of Technology

From: Rick A. Wagner, Deputy Director, Department of Technology

Through: Ihab Tadros, Assistant Director, Department of Technology

SUBJECT: Award Letter for Microsoft Enterprise Agreement

The Department of Technology (DoT) in collaboration with the Department of Finance through utilization of a Request for Quotation process under RFQ016877, received bids from 5 resellers for the establishment of a new three year Microsoft Enterprise Agreement. The bids included separate sections as listed below

- Contract Pricing
- True-up Year 1
- True-up Year 2
- True-up Year 3

The Department of Technology established a three person committee to evaluate all bids from 5 out of 5 responses. The responses from Crayon Software Experts, Dell Technologies, Insight Public Sector, SHI International, and SoftChoice. The responses from all were evaluated for pricing, experience, and quality. The Department of Technology is recommending that the award be made to the response from Dell Technologies. Dell Technologies had the highest overall average score between all committee members and offered the best and lowest offer. The scores are as follows:

VENDOR	Average Score (Out of 100)
Dell Technologies	98.73
Insight Public Sector	96.33
SoftChoice	95.55
Crayon Software Experts	94.12
SHI International	87.94

