

State Term Contract  
Permission Request

Date: State Contract No/URL:  Contract Type:   Over \$50,000  X  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 previously with the new Microsoft Enterprise Unified Support. DoT was previously able to utilize expiring software assurance credits to pay down the cost of this support. In 2022, those software assurance credits were no longer available which is why the cost of this support went up significantly (which was expected). Using this State of Ohio contract allows the City to take advantage of the significant discounts that the State of Ohio has already negotiated with Microsoft.

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.)  
Informal quotes - Dell \$339,157.10 (no MBE credit);  
SingleSourceIT \$340,378.70 (no MBE credit);  
InfoVision 21 \$345,092.34 (did not return requested MBE form);  
Brown Enterprise Solutions \$347,960.00 (\$330,562.00 with ODI approved MBE credit).

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: Chris Long, Deputy Director**

Approved?  Yes  No

