



# City of Columbus

Office of City Clerk  
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## Legislation Text

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**File #: 2822-2021, Version: 1**

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This ordinance authorizes the Director of Finance and Management, on behalf of the Department of Technology, to associate all General Budget Reservations resulting from this ordinance with the appropriate Universal Term Contract (UTC)/Purchase Agreement (PA) for Microsoft Enterprise software licensing. It also authorizes the appropriation of \$2,000,000.00 from the unappropriated balance of the special income tax fund to cover the majority of its cost.

Microsoft Office is the city's technology standard for desktop computing software, currently used by approximately 7,500 city employees in their daily business. The city also uses Microsoft software to support a number of enterprise applications. Passage of this ordinance will enable the city to obtain the latest versions of Microsoft software utilizing a single agreement for the entire city.

On October 25th, 2020, the Department of Finance's Purchasing Office published, RFQ016877 to solicit quotes for a new three-year Microsoft Enterprise Agreement UTC/PA. The five submissions received in response to the solicitation are as follows: Crayon Software Experts; Dell Marketing, LP; Insight Public Sector; SHI International; and Softchoice. Following a three-person committee evaluation, the submission of Dell Marketing, LP was deemed the most responsible, responsive, and best offer. As such, the Purchasing Office recommended that the UTC/PA be awarded to Dell Marketing, LP for a term of three years, expiring on December 31, 2023. (See attached Award Recommendation letter).

This ordinance also authorizes the expenditure of \$2,075,799.19 for the above-described service for a term of one year, starting on January 1, 2022 and ending on December 31, 2022. Of this total, \$1,789,986.17 is for the annual renewal of the license and \$285,813.02 is for the 2021 "true-up." Two million dollars is allocated for this acquisition in the Special Income Tax Fund. The balance of \$75,799.19 is budgeted and available in the Information Services Operating Fund. The enterprise agreement enables the City to cancel without penalty in the event that funds are not appropriated to pay for future annual terms.

### **FISCAL IMPACT**

This ordinance appropriates \$2,000,000.00 in Special Income Tax funds to DoT to fund a portion of the annual Microsoft Enterprise Agreement and "true-up" costs. The balance of \$75,799.19 is budgeted and available in the Information Services Operating Fund.

### **EMERGENCY**

Emergency action is requested to ensure that a purchase order is established by the City Auditor's year-end deadline, thus ensuring that payment on the new licenses can be made by the supplier's stated deadline at the price offered.

### **CONTRACT COMPLIANCE**

Dell Marketing LP, CC#74-2616805, expires 8/30/2023

DAX #010030

To appropriate \$2,000,000.00 within the Special Income Tax Fund; to authorize the Director of Finance and Management, on behalf of the Department of Technology, to associate all General Budget Reservations resulting from this ordinance with the appropriate Universal Term Contract/ Purchase Agreement for Microsoft Enterprise software licensing; to authorize the expenditure of \$2,000,000.00 from the Special Income Tax Fund; to authorize the expenditure of \$75,799.19 from the Information Services Operating Fund and to declare an emergency. (\$2,075,799.19)

**WHEREAS**, on October 25th, 2020, the Department of Finance's Purchasing Office published RFQ016877 to solicit quotes for a three-year Microsoft Enterprise Agreement UTC/PA on behalf of the Department of Technology; and

**WHEREAS**, the submission by Dell Marketing, LP was the most responsible, responsive, and best offer; and

**WHEREAS**, the Department of Finance's Purchasing Office has established, via ordinance 2797-2020, a UTC/PA with Dell Marketing, LP to enable the Department of Technology for Microsoft enterprise software licenses; and

**WHEREAS**, moneys are allocated within the city's Special Income Tax and Information Services Operating Funds for this purpose; and

**WHEREAS**, it is necessary to appropriate the \$2,000,000.00 in the Special Income Tax Fund for use; and

**WHEREAS**, it is necessary to authorize the Director of Finance and Management, on behalf of the Department of Technology, to associate all General Budget Reservations resulting from this ordinance with the appropriate Universal Term Contract (UTC)/Purchase Agreement (PA) for Microsoft Enterprise software licensing at a total cost of \$2,075,799.19; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Technology in that it is immediately necessary to authorize the Director of Finance and Management, on behalf of the Department of Technology, to associate all General Budget Reservations resulting from this ordinance with the appropriate Universal Term Contract (UTC)/Purchase Agreement (PA) for Microsoft Enterprise software licensing at a cost of \$2,075,799.19, thus ensuring that payment on the new licenses can be made by the supplier's stated deadline at the price offered, thereby preserving the public health, peace, property, safety, and welfare;

**NOW, THEREFORE:**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the sum of \$2,000,000.00 be and is hereby appropriated from the unappropriated balance of the Special Income Tax Fund, Fund 4430, Subfund 443001, in the Special Income Tax Fund, and from all monies estimated to come into said Fund from any and all sources and unappropriated for any other purpose during the fiscal year ending December 31, 2021.

**SECTION 2.** That the Finance and Management Director is hereby authorized, on behalf of the Department of Technology and various city agencies, to associate all general budget reservations resulting from this ordinance with the appropriate universal term contract/purchase agreement for Microsoft Enterprise software licensing for the period of one year, from January 1, 2022 through December 31, 2022.

**SECTION 3.** That the expenditure of \$2,075,799.19, or so much thereof as may be necessary, is hereby authorized as provided on the attachment to this ordinance. (see attachment 2822-2021EXP).

**SECTION 4.** That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 5.** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

**SECTION 6.** That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.