



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 21, 2017

Subject: Authorize Purchasing Agent to Issue Purchase Order

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Department (EHSD), Information Technology Unit, a purchase order with Software One, Inc. of Wisconsin in an amount not to exceed \$171,765 for the Microsoft Enterprise Agreement (EA) annual true-up for licensing of Microsoft software to reflect EHSD's current usage in year three of the five year contract.(10% County; 48% State; 42% Federal)

FISCAL IMPACT:

\$171,765: 100% Administrative Overhead (10% County; 48% State; 42% Federal)

BACKGROUND:

Employment and Human Services Department (EHSD) uses Microsoft software throughout it's organization, including servers and users. The Microsoft Enterprise Agreement (EA) enables the department to use Microsoft products on its servers and workstations, upgrade all software as new releases are issued, and ensure that the department's products are current and work well with the rest of the department's technology. Of particular note is that the agreement enables EHSD to load the exact same version of software on every personal

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/21/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor

Diane Burgis, District III
Supervisor

Federal D. Glover, District V
Supervisor

ABSENT: John Gioia, District I
Supervisor

Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 21, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Rolanda Hartfield, Deputy

Contact: V. Kaplan, 3-1514

cc:

computer (PC), regardless

BACKGROUND: (CONT'D)

of when they are purchased, ensuring improved inter-operability.

In accordance with Administrative Bulletin No. 611.0, County Departments are required to get Board approval for single item purchases greater than \$100,000.

CONSEQUENCE OF NEGATIVE ACTION:

Employment and Human Services Department will be unable to legally use Microsoft software on its computer equipment.