



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: December 11, 2018

Subject: Microsoft Volume Licensing Enterprise Enrollment Agreement with Crayon Software Experts, L.L.C.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a Microsoft Enterprise Agreement with Microsoft Corporation, for Microsoft software licensing for servers and end-users, for the term of January 1, 2019 to December 31, 2021, and make payment to reseller Crayon Software Experts, L.L.C. in an amount not to exceed \$2,371,715.

**FISCAL IMPACT:**

The administrative overhead funds are allocated as follows:

Year 1 (2019) - \$778,427 - 42% State (\$326,939), 48% Federal (\$373,645) and 10% County (\$77,843);

Year 2 (2020) - \$796,644 - 42% State (\$334,590), 48% Federal (\$382,389) and 10% County (\$79,665); and,

Year 3 (2021) - \$796,644 - 42% State (\$334,590), 48% Federal (\$382,389) and 10% County (\$79,665).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **12/11/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: Candace Andersen, District II  
Supervisor  
Diane Burgis, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

ABSENT: John Gioia, District I  
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: December 11, 2018

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

By: Laura Cassell, Deputy

Contact: V. Kaplan, (925)  
608-4963

cc:

**BACKGROUND:**

The Department of Employment and Human Services (EHSD) is requesting to execute the Microsoft Enterprise Agreement with Microsoft Corporation, and pay third-party reseller Crayon Software Experts, L.L.C. for Microsoft software products and support services. By establishing an Enterprise License Agreement with Microsoft, EHSD is able to negotiate significant cost savings by taking advantage of Microsoft's new licensing structure.

In accordance with Administrative Bulletin No. 611.0, County Departments are required to get Board approval for single item purchases over \$100,000. The County Administrator's Office has reviewed this request and recommends approval.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Employment and Human Services Department will be at risk for not meeting standards for performance, reliability, and cost effectiveness.