



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: February 2, 2021

Subject: Purchase Order for Software One, Inc. and Microsoft Enterprise Agreement Renewal

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Health Services Director, to execute (1) a Purchase Order with Software One, Inc., in an amount not to exceed \$6,700,000, and (2) an Enterprise Enrollment Agreement and Server and Cloud Enrollment Agreement with Microsoft, Inc. to renew licenses to Microsoft Enterprise Products and to purchase temporary additional licenses needed for COVID-19 contract tracing, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

Approval of this purchase order will result in expenditures of up to \$6,700,000 and will be funded as budgeted by the department in FY 2020-21, by Hospital Enterprise Fund I.

**BACKGROUND:**

The Health Services Department (HSD) plans to renew licensed Microsoft Office 365 products (including Outlook, Excel, Word) and support through Microsoft's authorized third party reseller Software One, Inc., and enroll in a new Enterprise Agreement and Server and Cloud Enrollment Agreement for the licensing of Microsoft applications. Additional temporary licenses are needed for COVID-19 contact tracing. HSD will terminate the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **02/02/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V 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: February 2, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Patrick Wilson,  
925-335-8700



additional licenses when no longer needed. The County will benefit from discount volume pricing negotiated for all California counties.



CONSEQUENCE OF NEGATIVE ACTION:

Failure to renew HSD's Microsoft licenses would impair HSD's ability to continue using Microsoft products.