



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Submitted on:
(COB Stamp)

Department Name: Sheriff-Coroner
Department No.: 032
For Agenda Of: December 3, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Sheriff's Office

Bill Brown, Sheriff-Coroner (805) 681-4290

Contact Info:

Nemie Holman, IT Manager (805) 636-2599

SUBJECT: Sheriff's Server Microsoft Licensing Renewal (3-Year)

County Counsel Concurrence

Auditor-Controller Concurrence

As to form: Yes

As to form: Yes

Other Concurrence:

**Executive Information Technology
Committee:** Yes

Risk Management: Yes

Purchasing: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Sheriff or his designee to execute a cooperative agreement with Microsoft Corporation, including the Server and Cloud Enrollment, Enrollment Amendment, and Product Selection Form, leveraging the County of Riverside's Licensed Support Provider Agreement No. ITARC-00934 with Dell Marketing, L.P. for the period beginning January 1, 2025 through December 31, 2027, for the amount not to exceed \$574,734 (Agreement);
- b) Authorize the Sheriff or his designee to execute amendments to the Agreement to increase the contract amount in an amount not to exceed an additional 5% or \$28,737 through the three-year duration of the Agreement;
- c) Waive further competition and authorize procurement of the on-premises server and software license services without conducting a competitive bid process, based on the prior competitive process by Riverside County under cooperative purchasing guidelines pursuant to County Ordinance section 2-38; and
- d) Determine that the above recommended action do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(2) and (5), finding that the actions consist of continuing administrative or maintenance activities, such as purchases for supplies and general policy and procedure making and organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text:

In alignment with County Code Sections 2-38.1 and 2-38.2 (Cooperative Purchasing), the Santa Barbara County Sheriff's Office will procure server and software license services from Microsoft by leveraging a statewide, cooperatively bid contract with the County of Riverside (Attachment 1) with Dell Marketing, L.P. Approval of today's item will allow the Sheriff's Office to use Dell Marketing, L.P. for Microsoft software subscriptions and server services and establishes a three-year agreement.

The supporting documents outline the elements supporting this Board item. The terms and conditions set forth in Attachments 1 and 2 will govern the agreement between the County of Santa Barbara Sheriff's Office and Dell Marketing LP, which is one of seven Microsoft Licensing Solutions Providers (LSPs) authorized to transact software subscriptions via a Microsoft Enterprise Agreement (MEA) licensing program. Attachment 3 provides an outline in the Board Contract Summary. Attachment 4 estimates costs for the next three years for our Microsoft server and software licensing quoted by Dell Marketing LP. Attachment 5 is our Server Cloud Enrollment Product Selection Form. Attachment 6 is the Server Cloud Enrollment and Signature Form and Attachment 7 is the current Microsoft Liability, Workers Compensation and Cyber Certificates of Insurance.

Background:

In September 2024, the Riverside County Board of Supervisors approved the Licensing Solution Providers (LSPs) agreements with SHI International Corp., Insight Public Sector, Inc., Crayon Software Experts., Zones LLC., CDW Government LLC, Dell Marketing, L.P., and Softchoice Inc. to provide Microsoft products and services to all governmental entities within the State of California using the County of Riverside's Enterprise Agreement no. 8084445 (the "Master Agreement") from November 1, 2024, through October 31, 2027, with the option to renew for three (3) additional years through October 31, 2030.

In September 2001 (Riverside Agenda Item 3.29), the Riverside County Board of Supervisors approved all departments in Riverside County to enroll in a statewide Microsoft Enterprise Agreement to lower costs and receive the deepest discount available. As a result, Riverside County became the lead agency in managing a statewide Microsoft Master Agreement that provides software licensing across the State of California to government agencies. An agreement of this nature allows for government agencies of any size to lock in pricing for the length of their enrollment, the ability to amortize the cost of new licenses over the length of the contract, and flexibility to raise and lower commitments on hosted services during the annual license true-up.

In October 2019, (Riverside Agenda Item 3.16), the Riverside Board of Supervisors approved the renewal of the statewide Microsoft Enterprise Agreement with ten Licensing Solutions Providers (LSPs) to enroll other Government Agencies in Microsoft Enterprise Agreement #8084445 from November 1, 2019, through October 31, 2021. The Purchasing Department and each LSP later amended these agreements in 2020 to be effective from November 1, 2019, through October 31, 2024.

These Licensing Solution Providers Agreements are intended to be available and leveraged by government agencies throughout the State of California. This type of agreement allows agencies to lock in pricing for the length of their enrollment, amortize the cost of new licenses and support across multiple years, provide unlimited access to all Microsoft software, and allow flexibility to raise and lower commitments on hosted services. Like the County of Riverside, other government entities are challenged to keep their software current while minimizing the associated costs.

Current Microsoft Server Licensing for the Sheriff's Office was obtained from Microsoft Licensing Solutions Provider, Dell Marketing LP leveraging Riverside's County's Enterprise Agreement #8084445 (Master Agreement). We would like to continue in the same fashion for our next three-year contract. The costs are competitive, and the customer service provided by Dell Marketing, LP through our current three-year contract has been exceptional.

Updated and current Microsoft server/software licensing is imperative to the Sheriff Office's computing environment. It helps ensure our technical tools remain secure, supported, and reliable, thus meeting compliance and best practices set forth in the County of Santa Barbara's IT policies, as well as California State Department of Justice (DOJ), California Law Enforcement

Telecommunications System (CLETS), and Federal Criminal Justice Information Services (CJIS) security requirements.

Performance Measure:

The Microsoft tools in this contract have become an indispensable part of our IT infrastructure and are critical to maintaining the Sheriff’s operational efficiency. This contract will provide foundational services including Windows server and database infrastructure to support the Sheriff’s 330 virtual servers, continued risk mitigation through Microsoft Windows Defender for Endpoint for Sheriff’s 1350 computers and laptops, and access to the latest Microsoft solutions.

Contract Renewals and Performance Outcomes:

This agreement will be effective from January 1, 2025 to December 31, 2027.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Source</u>	<u>FY2024-25</u>	<u>FY2025-26</u>	<u>FY2026-27</u>	<u>TOTAL CONTRACT</u>
General Fund	\$191,578	\$191,578	\$191,578	\$574,734

Narrative:

Funding for this agreement and any amendments up to the additional 5% are included in the department’s FY 2024-25 Adopted Budget. No additional General Fund is or will be required.

Key Contract Risks:

Microsoft will not negotiate its standard terms and conditions which increases the County’s liability exposure. The matter has been reviewed by the Sheriff’s Office in collaboration with County Counsel and Risk Management which opines that the benefit of this contract offset the additional exposure.

Special Instructions:

Clerk of the Board: Please return two (2) copies of the minutes order of the actions to the Sheriff’s IT Department, attention: Nemie Holman, Sheriff’s IT Manager.

Attachments:

- a) Attachment 1 – Licensed Support Provider Agreement # ITARC-00934
- b) Attachment 2 - County of Riverside Master Agreement #8084445
- c) Attachment 3 - Dell Board Contract Summary
- d) Attachment 4 - Microsoft Server Cloud Enrollment and Select Plus Quotes
- e) Attachment 5 - Server Cloud Enrollment Product Selection Form
- f) Attachment 6 - Server Cloud Signature and Enrollment Form
- g) Attachment 7 - Microsoft Insurance Documents

Authored by:

Nemie Holman, Sheriff IT Manager