



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

Department Name: General Services
Department No.: 063
For Agenda Of: December 14, 2021
Placement: Administrative
Estimated Time: NA
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Janette Pell, Director (805) 560-1011
Contact Info: Andre Monostori, Interim Assistant Director (805) 568-2606
SUBJECT: Countywide Microsoft Licensing Services Agreement with Dell Marketing LP
for On-Premises Software, Servers, and Workstations; All Districts.

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Purchasing

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Director of General Services to enter into an agreement with Dell Marketing LP to procure on-premise workstation license services and on-premise server and software license services for a period beginning January 1, 2022 through December 31, 2024 for the amount not to exceed \$1,651,365.00, subject to the terms and conditions set forth in Attachments 1-7; and
- b) Authorize the Director of General Services to issue amendments to the above agreement to increase the contract amount to an amount not to exceed an additional 5% or \$82,568.00; and
- c) Determine that the above recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(2)&(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 Sec. 2-38.1 and 2-38.2 (Cooperative Purchasing), the County of Santa Barbara will procure on-premise workstation license services and on-premise server and software license services from Dell Marketing LP leveraging a cooperatively bid contract with the County of Riverside (Attachment 1). The terms and conditions set forth in Attachments 1-7 will govern the agreement between the County of Santa Barbara and Dell Marketing LP, which is one of a handful of Microsoft Licensing Solutions Providers (LSPs) authorized to transact software subscriptions via a Microsoft Enterprise Agreement (MEA) licensing program. The County of Riverside EA Master 2024 Extension Amendment (Attachment 2) provides an extension to the County of Riverside Agreement (Attachment 1). Attachment 3 is the Microsoft Products and Services Agreement (MPSA) that establishes the terms and conditions between the County of Santa Barbara and Microsoft for the on-premise workstation licenses. Attachment 4 is the Microsoft Server Cloud Enrollment form that establishes the terms and conditions between the County of Santa Barbara and Microsoft for the on-premise server and software licenses. Attachments 5 and 6 are the quotes provided by Dell Marketing LP for the on-premise workstation licenses and the on-premise server and software licenses. Attachment 7 is the certificate of insurance from Microsoft.

The recommended actions will allow the County to reserve the required licenses by leveraging volume license discounts by piggybacking on the cooperatively bid contract with the County of Riverside.

Background:

Microsoft licensing to date has been obtained leveraging an existing MEA (based on Riverside County negotiated pricing), which expires December 31, 2021. Beginning January 1, 2022, a new MEA will be in place, allowing the County to procure future on-premise workstation and on-premise server and software licensing leveraging the County of Riverside’s agreement.

Performance Measure: none

Contract Renewals and Performance Outcomes: none

Fiscal and Facilities Impacts:

Budgeted: Costs for Microsoft on-premise workstation licenses and on-premise software and server licenses are included in departmental budgets.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY 2021-22 Cost:</u>	<u>FY 2022-23 Cost:</u>	<u>FY 2023-24 Cost:</u>
Fund 1915: ISF	\$ 182,875.00	\$ 182,875.00	\$ 182,875.00
General Fund Departments	\$ 186,845.00	\$ 186,845.00	\$ 186,845.00
Special Revenue Fund Departments	\$ 167,927.00	\$ 167,927.00	\$ 167,927.00
Other Funds	\$ 12,808.00	\$ 12,808.00	\$ 12,808.00
Total	\$ 550,455.00	\$ 550,455.00	\$ 550,455.00

Narrative: The County of Santa Barbara is entering into a three-year agreement on January 1, 2022. On-going license costs may fluctuate based on departmental changes to their consumption of services.

General Services Information and Communications Technology division is funded by an internal service fund (Fund 1915). On-going licensing costs will be allocated to County departments based on their individual consumption of the on-premise workstation licenses and on-premise server and software licenses using line item 7892 - Information Technology Service.

This agreement includes on-premise workstation licenses and on-premise server and software licenses for all County departments with the exception of the Sheriff's Department.

Key Contract Risks:

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions:

Clerk of the Board: please return two (2) copies of the minute order of the actions to the General Services Department, attention: Andre Monostori, Interim Assistant Director.

Attachments:

- a) Attachment 1 – County of Riverside Licensing Solution Provider Agreement
- b) Attachment 2 – County of Riverside EA Master 2024 Extension Amendment
- c) Attachment 3 – Microsoft Products and Services Agreement (MPSA) for On-Premise Workstation Licenses
- d) Attachment 4 – Microsoft Server Cloud Enrollment (SCE) for On-Premise Server and Software Licenses
- e) Attachment 5 – Dell On-Premise Workstation License Quote
- f) Attachment 6 – Dell On-Premise Server and Software License Quote
- g) Attachment 7 – Microsoft Certificate of Insurance

Authored by:

Virginia Butterfield

cc: