

CITY OF GREAT FALLS, MONTANA
A G E N D A R E P O R T

AGENDA # 17
DATE September 17, 2002

Item: Microsoft Office, Exchange clients, and Windows clients licenses

Initiated By: Information Technology

Action Requested: Approve Purchase

Presented By: Coleen Balzarini, Fiscal Services Director

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RECOMMENDATIONS:

Staff recommends that the City Commission approve the purchase of 214 Microsoft Office licenses, 191 Microsoft Exchange client licenses, and 191 Microsoft Windows client licenses from Software Spectrum, Inc. for \$32,929.30.

MOTIONS:

I move that the City Commission approve the purchase of 214 Microsoft Office licenses, 191 Microsoft Exchange client licenses, and 191 Microsoft Windows client licenses from Software Spectrum, Inc. for \$32,929.30.

SYNOPSIS:

Under a cooperative purchasing agreement with the State of Montana, the City may participate in the Select 5 software licensing program. Software Spectrum is the reseller under the current State contract. The purchase is in the current budget.

BACKGROUND:

The State has negotiated a volume licensing agreement with Microsoft Corp. which expires September 30, 2003. The City's participation helps meet the minimum levels required under the agreement and provides the best possible price to the City. These licenses include Software Assurance (SA) which allows the City to upgrade to the most current version of the software during the term of the agreement. The City uses Microsoft Office for word processing, spreadsheets, presentations, and databases. Exchange client licenses are for the e-mail service and the Windows clients allow access to file and application servers.