



Legislation Text

File #: AI 13-2312, **Version:** 2

Consider recommendation from the Finance/Administrative Committee to approve purchases in 2020 with SHI for Microsoft software products, in the total amount not to exceed \$80,000.

RECOMMENDED MOTION:

Move the board approve purchases of Microsoft products from SHI Government Solutions through 2020, in the total amount not to exceed \$80,000.

SUMMARY:

The purpose of this agenda item is for the board to consider a Finance/Administrative Committee recommendation to approve Microsoft software product expenditures during 2020 with a single vendor, SHI Government Solutions (SHI), in an amount that would cumulatively exceed the General Manager signature authority, but remain under \$80,000 in total.

The EAA will primarily purchase Microsoft Office 365 subscriptions through SHI, along with Microsoft security licenses and software as needed through 2020. SHI, the proposed vendor for these purchases, is a vendor on the State of Texas Department of Information Resources (DIR) vendor list. The DIR negotiates agreements with vendors for technology services and equipment at preferred pricing. Government entities within Texas can purchase goods and services from these agreements and take advantage of these pre-negotiated prices and services, without conducting a formal procurement process. Attached to this summary is the DIR-approved pricing index that reflects SHI's discount levels for various products.

At the January 28 meeting, the Finance/Administrative Committee voted to recommend the board approve the purchase of Microsoft products from SHI Government Solutions through 2020, in the total amount not to exceed \$80,000.

M/WBE PARTICIPATION:

SHI is an M/WBE vendor.

STRATEGIC PLAN REFERENCE:

This agenda item does not relate to a specific goal within the Strategic Plan, but supports the general EAA mission.

FISCAL IMPACT:

Funding in the amount of \$80,000 is available in the 2020 operating budget.