



City of West Allis

Resolution: R-2020-0258

File Number: R-2020-0258

Final Action: 5/5/2020

Sponsor(s): Administration & Finance Committee

Resolution relative to accepting the proposal for upgrading 117 O365 licenses from the G1 level to the G3 level from CDW-G for a two year term and an annual net sum of \$8,000

WHEREAS, last fall the City of West Allis successfully completed a migration from an on-premise email platform to Microsoft's cloud based O365 platform and

WHEREAS, the City signed a 3 year contract with CDW-G for \$55,000 annually to have our email platform on O365. This investment not only helped eliminate the risk of having an outdated internally hosted email platform, it brought us additional applications like Microsoft Teams, Planner, and OneDrive that have been extremely beneficial in supporting our COVID19 Telecommuter program. These applications together are bundled into what Microsoft calls their Government-1, or G1 licensing level and

WHEREAS, this request is to convert a quantity of 117 of those licenses to the Government-3 (G3) licensing level for an additional \$8,000 annually and for this to be co-termed with the existing contract we have with CDW-G (making the total commitment for 2020 and 2021 being \$72,861) and

WHEREAS, moving to the G3 licensing level gives 117 employees access to Microsoft's most recent Microsoft Office products (Word, Excel, PowerPoint, etc...). Currently these employees are licensed to use Microsoft's 2010 versions of these products and

WHEREAS, we originally positioned the estimated \$20,000 2020 investment as a Capital Improvement project. The Capital Improvement Committee approved the prioritization of this effort but in working with the Finance Department we have concluded that it would be better for the City to fund this through unused salary dollars over obtaining a loan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of West Allis that the quote dated April 8th, 2020 for providing 117 G1 level licenses for O365 from CDW-G for the City of West Allis for the net sum of \$8,000 be and is hereby accepted. The account where this will be charged to is account # 100-1101-517.32-01. The quote from CDW-G is for a 2 year term to be coterminous with the three year contract we signed in May of 2019. The annual payments for year 2 will be part of the IT General account budget requests for 2021.

BE IT FURTHER RESOLVED, that the Finance Department - Purchasing Division be and is hereby authorized to enter into a contract for the aforesaid services.

ADOPTED 5/5/2020

Rebecca N. Hill

Rebecca Grill, City Administrator/Clerk

APPROVED 5/5/2020

Dan Devine

Dan Devine, Mayor