



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 9/22/2020

ALL

Item Creation Date: 9/15/2020

H29654 - Microsoft Unified Support Services - MOTION

Agenda Item#: 9.

Background:

S85-H29654 - Approve spending authority for the purchase of Microsoft Unified Support Services for citywide services supporting Microsoft products in an amount not to exceed \$1,250,000.00 for Houston Information Technology Services and all City departments.

Specific Explanation:

The Chief Information Officer and the Chief Procurement Officer recommend that City Council approve spending authority for the purchase of Microsoft Unified Support Services for citywide services supporting Microsoft products in an amount not to exceed **\$1,250,000.00** for a **two years term** through the Texas Department of Information Resource (DIR), and that authorization be given to issue purchase orders as necessary to DIR vendor, **Microsoft Corporation**.

Microsoft Unified Support Services will consolidate and replace Microsoft Premier Support services previously subscribed to separately by the Houston Airport System, Houston Public Works, and Houston IT Services Departments. This purchase of Microsoft Unified Support Services will provide the City with:

- 24/7/365 reactive support and problem resolution for all Microsoft products with a dedicated Incident Manager
- On-demand technical assessments to reduce the City's risk regarding tool configuration/health and minimize downtime
- Service Delivery Management, including product implementation support, cloud transition planning, and other proactive support services
- Education services, including both on-demand and instructor-led training which have more than 1,880 available classes for the City of Houston technical staff and stakeholders.

This item was presented to the Transportation, Technology & Infrastructure (TTI) Committee on September 3, 2020.

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (7) (A) "a procurement of items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies" of the Texas Local Government Code for exempt procurement.

M/WBE Participation:

M/WBE Zero Percentage Goal document approved by the Office of Business Opportunity.

Pay or Play:

This procurement is exempt from the City's Pay or Play Ordinance. Bids/proposals were not solicited because the department is utilizing a sole source contractor for this purchase.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a sole source contractor for this purchase.

Fiscal Note:

Funding for this item is included in the FY2021 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

9/16/2020

DocuSigned by:
Jerry Adams
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**Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division**

DocuSigned by:
Lisa Kent
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Department Approval Authority

9/16/2020

Estimated Spending Authority

DEPARTMENT	FY2021	OUT YEARS	TOTAL
Houston Information Technology Services	\$314,930.00	\$314,930.00	\$629,860.00
Houston Airport System	\$200,000.00	\$200,000.00	\$400,000.00
Houston Public Works	\$110,070.00	\$110,070.00	\$220,140.00
TOTAL	\$625,000.00	\$625,000.00	\$1,250,000.00

Amount of Funding:

\$629,860.00 – Central Service Revolving Fund (1002)

\$400,000.00 – HAS-Revenue Fund (8001)

\$220,140.00 – Water & Sewer Operating Fund (8300)

\$1,250,000.00 – TOTAL

Contact Information:

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ATTACHMENTS:

Description	Type
Sole Source Justification w CPO approval	Backup Material
Ownership Forms	Backup Material
MWBE 0% Waiver	Backup Material
Pricing and Services Descriptions	Backup Material
Drug Forms	Backup Material
Certificate of Insurance	Backup Material
Certificate of Funding	Financial Information
RCA Funding Information	Financial Information