



**City of Missoula, Montana**  
**Item to be Referred to City Council Committee**

**Committee:** Administration and Finance

**Item:** Software Quote - Microsoft 3 Year Agreement

**Date:** September 22, 2021

**Sponsor(s):** Carl Horton

**Prepared by:** Alicia Vanderheiden

**Ward(s) Affected:**

<input type="checkbox"/> Ward 1	<input type="checkbox"/> Ward 4
<input type="checkbox"/> Ward 2	<input type="checkbox"/> Ward 5
<input type="checkbox"/> Ward 3	<input type="checkbox"/> Ward 6
<input type="checkbox"/> All Wards	<input checked="" type="checkbox"/> N/A

---

**Action Required:**

Approve quote for three-year agreement which provides for the continuation of the City's Microsoft Enterprise license (servers) and user licenses for Microsoft 365.

**Recommended Motion(s):**

I move the City Council: approve and authorize the Mayor to sign the quote for a three year software agreement with Dell Technologies totalling \$867,782.91 - with a total annual payment of \$289,260.97 each year in support of Microsoft licensing costs.

**Timeline:**

Referral to committee:	September 27, 2021
Committee discussion:	September 29, 2021
Council action (or sets hearing):	October 4, 2021
Public Hearing (if required):	<a href="#">Click or tap here to enter text.</a>
Deadline:	<a href="#">Click or tap here to enter text.</a>

**Background and Alternatives Explored:**

This quote represents the continuation of a long-term relationship with Dell Technologies for the provision of licenses and software assurance. The new three-year agreement will begin October 1, 2021 and expire September 30, 2024. The software agreement provides computer licenses, user licenses, office suite, phones, audio conferencing, and more.

Software costs are higher than previous years due to the City's strategic move to Office 365 and Teams. Dell Technologies will present a complete contract after the quote has been accepted.

**Financial Implications:**

The annual cost of the three-year agreement with Dell Technologies (\$289,260.97) will be funded by the approved FY22 IT budget and department billing at a standard rate of \$1100 per new user, as in previous years. Department billing is anticipated to fund \$50,000 of the cost; any billing balance will be funded through existing, approved CIP budgets.

**Links to external websites:**

NA