



**CITY OF SALINAS
COUNCIL STAFF REPORT**

DATE: JUNE 11, 2024
DEPARTMENT: FINANCE DEPARTMENT
FROM: SELINA ANDREWS, FINANCE DIRECTOR
BY: CARLOS ORTEGA, IT DIVISION MANAGER
TITLE: MICROSOFT ASSURANCE LICENSING RENEWAL

RECOMMENDED MOTION:

A motion to approve a Resolution authorizing the Purchasing Agent to complete the purchase and renewal of Microsoft Assurance from CDW-G LLC., in an amount not to exceed \$84,000.

EXECUTIVE SUMMARY:

Approval of the Resolution will allow the City to provide continued support for various technology programs and platforms. The Microsoft Assurance renewal will ensure systems are eligible for security patches, version upgrades, and server disaster recovery initiatives. Additionally, Microsoft Assurance gives the City the ability to spread payments over several years, while offering no-cost upgrades to newer versions. The City has been using this cost-effective strategy since at least 2017.

BACKGROUND:

The City currently uses Microsoft software and platforms for its day-to-day operations. Software includes Microsoft Windows Server, Microsoft SQL Server, and Microsoft Windows Virtual Desktops. After initial purchase of these software licenses, the City has been purchasing annual maintenance, or Software Assurance, so it does not have to repurchase the software licenses when there is a version upgrade. Software Assurance is only available to customers who purchase volume licensing, such as the City.

Maintaining server software up to date with industry recommended versions is necessary for maintaining and ensuring interoperability of multiple technology systems, facilitating staff collaboration, and integration with non-Microsoft applications. The current Resolution will authorize the continuation of maintaining core Microsoft software on the City's servers and virtual desktop environment.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

STRATEGIC PLAN INITIATIVE:

This request supports City Council's Strategic Goals and Strategies of Effective and Culturally Responsive Government, by ensuring that the information systems can support City programs, projects, network infrastructure and City services.

DEPARTMENTAL COORDINATION:

This staff report has been coordinated with the City Manager's Office and the City Attorney's Office.

FISCAL AND SUSTAINABILITY IMPACT:

Funds are available and appropriated in 1000.20.2033. No additional funding is required at this time.

ATTACHMENTS:

1. Resolution
2. CDW-G Quote