



## **CITY OF SALINAS COUNCIL STAFF REPORT**

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**DATE:** MAY 16, 2023  
**DEPARTMENT:** ADMINISTRATION  
**FROM:** JIM PIA, ASSISTANT CITY MANAGER  
**BY:** ERIC SANDOVAL, GIS ADMINISTRATOR  
**TITLE:** RENEWAL OF MICROSOFT SOFTWARE ASSURANCE

### **RECOMMENDED MOTION:**

A motion to approve a resolution to allow the City Manager to negotiate the purchase and renewal of Microsoft Software Assurance from CDW-G LLC., in an amount not to exceed \$84,000.

### **EXECUTIVE SUMMARY:**

The City of Salinas continues to maintain and support various technology programs and platforms for City Departments. The Microsoft maintenance program is for customers, like the City, who use Microsoft Windows, Microsoft Office, and other server and desktop applications. Software 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 Server. 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 sync of software versions is necessary for the maintenance and interoperability of multiple technology systems, maintain staff collaboration and the 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.

Funding has already been budgeted and approved as part of the FY 2022-23 Annual Budget.

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 and City services for the community.

DEPARTMENTAL COORDINATION:

The Finance department will continue to work with all affected departments during software upgrades or patch releases.

FISCAL AND SUSTAINABILITY IMPACT:

Funding for this purchase was approved by City Council as part of the FY 2022-23 Annual Budget. There is no recommended action for new appropriations.

ATTACHMENTS:

1. Resolution
2. CDW-G Quote