

July 17, 2025

26-007

AUTHORIZATION TO CONTRACT WITH THE
ORGANIZATION FOR EDUCATIONAL TECHNOLOGY
AND CURRICULUM (OETC) FOR MICROSOFT SOFTWARE

PREPARED BY: Michael Mathews, Interim Associate Vice
President, Financial Operations and Compliance

FINANCIAL
RESPONSIBILITY:

Brandon Gatke, Chief Information Officer, Information
Technology Office of the AVP Department

APPROVED BY:

Katy W. Ho, Ph.D, Executive Vice President
Dr. Adrien L. Bennings, President

STRATEGIC THEME:

Operational Excellence: Efficiency, Effectiveness, and Fiscal
Sustainability; Technological Transformation: Agility, Innovation,
and Readiness; Holistic Student Support: Integrated, Affordable,
and Accessible; Academic Excellence: Student Success,
Delivery, and Programming

REPORT:

Portland Community College relies on Microsoft software
products as a foundational component of its enterprise
technology environment, supporting district-wide operations
across instructional, administrative, and infrastructure systems.
Under Board Approval 23-022, and pursuant to CCR.205, the
college previously utilized the cooperative contract OETC-22B
to procure a three-year Microsoft Enrollment for Education
Solutions (EES) license agreement beginning August 1, 2022.

To ensure continued access to critical Microsoft software—
including operating systems, Office productivity tools, and
server infrastructure—the college is seeking approval to
purchase a subsequent three-year Microsoft EES license, also
utilizing the OETC-22B cooperative contract vehicle. The
renewal will take effect on August 1, 2025, at an annual cost of
\$494,191.24.

Microsoft is not a COBID-certified firm. No COBID-certified firms
provide a comparable product.

RECOMMENDATION:

Portland Community College Board of Directors
authorizes the college to enter into a contract with OETC
for Microsoft EES Software. The total cost will be \$1,482,573.72
through fiscal year 2028, plus a contingency of up to 5% to

accommodate any small changes to the server or SQL licensing as requested by the server team due to growth. This contract will be funded through the General Fund.