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20-027

AUTHORIZATION TO CONTRACT WITH INSIGHT
PUBLIC SECTOR FOR MICROSOFT SOFTWARE

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FINANCIAL
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APPROVED BY: Mark Mitsui, College President

REPORT: Portland Community College's Information Technology Services requests Board approval to authorize the college to contract with Organization for Educational Technology and Curriculum (OETC) for the Microsoft Enrollment for Education Solutions (EES) Software licensing agreement. The software includes the Microsoft Operating System, Office Suite and Server software licensing for district computers and servers that are key to the operation of the college.

The Microsoft Software Agreement purchase will be conducted utilizing the cooperative procurement contract OETC-16R-Microsoft. Portland Community College Public Contracting rules allow the College to purchase from a properly solicited cooperative contract per PCC-46-0400. The cooperative RFP process and resultant contract have been reviewed and approved for use by PCC Purchasing.

Previous Board resolution 18-047 approved purchase from a different supplier for fiscal year 18 to fiscal year 21 at an annual cost of \$180,000. Due to a significant price increase from Microsoft, Portland Community College Information Technology obtained and evaluated three competitive quotes. The best value and lowest cost to the College is the recommended OETC cooperative. The Annual Cost by fiscal year utilizing the OETC cooperative contract will be:
FY20: \$225,984 FY21: \$270,711 FY22: \$292,440
These rates have been negotiated with Microsoft and OETC.

The State of Oregon's Certification Office for Business Inclusion and Diversity vendor database does not include a Microsoft EES vendor.

RECOMMENDATION: That the Portland Community College Board of Directors authorize the utilization of OETC Contract for the Microsoft EES Software agreement. The annual cost will be FY20: \$225,984 FY21: \$270,711 FY22: \$292,440 funded through the General and the Tech Fee fund.