

## ORDINANCE No. 186311

\*Authorize an agreement with Dell Marketing LLP to purchase Microsoft Office 365 licenses and related hardware and software for a not to exceed amount of \$3,750,000 for a five year period (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. The Office of Management and Finance, Bureau of Technology Services (BTS) is responsible for the deployment and upkeep of the City's email system and workstation productivity software. To this end, BTS has established Microsoft Outlook and the Microsoft Office productivity suite as the standards for City workstations, and manages the periodic updates of these systems.
2. The City is currently using the Microsoft Office 2003 productivity suite that is nearing end of life in addition to an aging email system.
3. This project will transition the on-premise email system to Microsoft's Online Services (Office 365) for all of the City of Portland staff currently using Microsoft's on-premise Exchange service. This transition includes migrating e-mail and calendaring data to the Office 365 software as a service, as well as upgrading the client side Office productivity suite to Office 2013.
4. The not to exceed amount includes approximately \$3,300,000 for Microsoft Office 365 licenses, and \$115,000 for related hardware and software. A 10% project contingency has been included.
5. In accordance with City Code 5.33.160, the City may participate in Permissive Cooperative Procurements to establish contracts or price agreements for the acquisition of goods or services.
6. On October 8, 2013, in accordance with PCC 5.33.160, the City posted a Notice of Intent to Award a Contract using a Permissive Cooperative Procurement to Dell Marketing LP. One comment was received and responded to by the CPO.
7. Dell Marketing LP has a current City of Portland business license tax account, is in compliance with the Equal Benefits Program, and their EEO Certification is current through January 11, 2015. Dell Marketing LP is not a State certified firm. The Bureau's level of confidence for this price agreement is Medium.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is authorized to execute an agreement with Dell Marketing LLP for Microsoft Office 365 licenses and related software and hardware for a contractual total not to exceed \$3,750,000, provided the agreement has been approved as to form by the City Attorney's Office.

Section 2. The Council declares that an emergency exists as a delay in executing this agreement may result in additional expenses and delay in updating mission critical email and productivity software to the City of Portland; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: OCT 30 2013

Commissioner: Mayor Charlie Hales  
Prepared by: Scott Schneider/ms  
Date Prepared: October 10, 2013

**LaVonne Griffin-Valade**  
Auditor of the City of Portland  
By

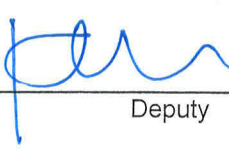
  
Deputy

1031

Agenda No.  
ORDINANCE NO.  
Title

186311

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<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Charlie Hales</b></p>	<p>CLERK USE: DATE FILED <u>OCT 25 2013</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p>LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By:  Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: OMF/Bureau of Internal Business Services</p> <p>CAO: Jack D. Graham</p> <p>Bureau Head: Bryant M. Enge</p>	<p><b>ACTION TAKEN:</b></p>
<p>Prepared by: Christine Moody, CPO Date Prepared: 10/11/2013</p>	
<p><b>Financial Impact &amp; Public Involvement Statement</b></p> <p>Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p><b>Portland Policy Document</b></p> <p>If "Yes" requires City Policy paragraph stated in document.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	
<p>Council Meeting Date 10/30/2013</p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter</p>	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input checked="" type="checkbox"/></p>
<p><b>REGULAR</b> <input type="checkbox"/></p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	_____	_____