227 N. Fourth Street
Geneva, Illinois 60134
(630)463-3070
mwilkes@geneva304.org

Michael Wilkes
Director of Technology
Geneva School District 304

To: Dr. Kent Mutchler
From: Michael Wilkes
Date: March 8, 2021
Re: Microsoft Licensing Renewal and Upgrade with CDWG

The District's annual Microsoft licensing is set to be renewed by March 31st, 2021. This licensing is required to ensure the District maintains its current licensing of Microsoft services, operating systems, and other application software. If the District were to renew its current licensing levels and services, the renewal would be flat year-over-year. This year, however, we are seeking to acquire the full set of Microsoft 365 A5 service capabilities. To that end, the cost to increase the licensing level to A5 is projected to be a 23% increase over current pricing levels. The A5 plan includes new capabilities that are not currently available to the District and we believe will be beneficial.

This licensing supports many of the communication, collaboration, and productivity tools that are in use throughout the District. Additionally, the Microsoft 365 platform has been utilized to consolidate management and operations tools, allowing the District to replace third-party appliances and software. This shift from third-party services to Microsoft 365 managed tools and services has allowed the District to realize a net neutral cost differential over the past two years.

The following table breaks down this purchase recommendation:

Table 1

Item	Cost
2020-21 Microsoft Licensing Renewal *with* Microsoft 365 A5 (Annual Renewal)	**$89,789**
2020-21 Microsoft Licensing Renewal *without* Microsoft 365 A5 (Current Licensing Renewal)	$72,962
2019-20 Renewal Amount (Last Year's Renewal)	$72,613

This recommendation seeks approval to renew the agreement with the full A5 licensing from CDWG. The District has budgeted funding to account for the increase in licensing costs. If the full A5 pricing is not approved, the District seeks approval to renew its current licensing levels as shown in Table 1.

Thank you for your consideration.