

**Purchase Request # 2**  
**Regular Board Meeting November 14, 2017**  
**Consideration of Approval to Contract**  
**for Microsoft Campus Agreement**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve a contract for Microsoft campus agreement from Zones, Inc. for the District.

**BACKGROUND**

The Microsoft campus agreement provides on premise and cloud-based data services which includes Operating Systems, Servers, authentication services, and Office 365 with associated applications. This contract supports functionality of the Collin.edu email and the various Microsoft products for instruction to students and software used by faculty and support staff.

Invitation to bid (ITB) Number 4106, was issued to procure Microsoft campus agreement. Four (4) responses were received and evaluated by a team consisting of Academic Computing staff who determined the bid submitted by Zones, Inc. would provide the best value to the District. The bid submitted by Zones, Inc. was determined to be both responsible and responsive to all solicitation requirements.

**IMPACT OF THIS ACTION**

This contract will ensure campus-wide licensing compliance for desktop and server products, upgrades to the Windows operating system and will enable use of the most current Microsoft software versions.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization for \$750,000.00 for three (3) years and includes provisions for the Wylie Campus and Technical Campus and is budgeted in the Information Systems' 2017-2018 operating budget and subsequent year's budgets subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be three (3) years beginning January 1, 2018 through December 31, 2020.

**ATTACHMENTS**

Attachment 1 – Tabulation

**RESOURCE PERSONNEL**

Kim Davison

SVP Organizational Effectiveness

972-985-3781