

Questions Submitted by Trustee Gilbert Rodriguez

January 23, 2019

Regular Called Board Meeting

Consent Agenda Item #7

1. Question Consent Item # 7: Please provide a more detailed description, business justification.

Microsoft Office and Windows OS are broadly used throughout campuses and departments including the business and finance department. We renew this software agreement on a yearly basis.

This licensing agreement allows us to install/upgrade to the latest version of Microsoft Office and Windows operating system as well as endpoint security and maintain licensing for servers and connections to those servers.

2. Question Consent Item # 7 Qty. justification for each line item.

The line item quantities are as follows:

DesktopEdu bundle quantity is based on the district's FTE (Full Time Employee) count

Server bundle quantity is based on the number of processors we license on our servers

The Office 365 Bundle is based on the number of potential student users but this is a zero cost item.

3. Question Consent Item # 7: What is the procurement process for obtaining technology quotes/proposals?

The process for securing this quote was to obtain the renewal quote through an approved vendor using the Department of Information Resources (DIR) purchasing cooperative.

4. Question Consent Item # 7: How many quotes/proposals were received for these line items?

One

5. Question Consent Item # 7: What criteria was utilized to choose this vendor?

This vendor has handled our Microsoft Licensing agreement in the past and is well equipped to continue to serve us in this capacity.

6. Question Consent Item # 7: Who determines what quote/proposal will be submitted to the board of trustees for approval?

Please refer to board policy CH