
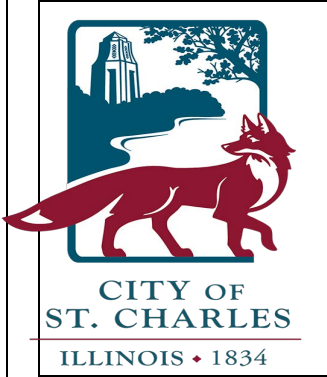


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|---|--------------------------------------|--|---|
|  <p>CITY OF<br/>ST. CHARLES<br/>ILLINOIS • 1834</p>  | <b>AGENDA ITEM EXECUTIVE SUMMARY</b> |  | Agenda Item number: 6b                        |
|   | Title:                               | <b>Recommendation to approve a purchase of Microsoft Exchange software licensing from Dell Marketing LP in the amount of \$45,320.</b> |   |
|   | Presenter:                           | <b>Larry Gunderson, Director of Information Systems</b>  |   |
| <b>Meeting:</b> Government Operations Committee   |                                      | <b>Date:</b> April 17, 2023  |   |
| <b>Proposed Cost:</b> \$45,320  |                                      | <b>Budgeted Amount:</b> \$45,320   | <b>Not Budgeted:</b> <input type="checkbox"/> |
| <b>TIF District:</b> None   |                                      |  |   |
| <b>Executive Summary</b> (if not budgeted, please explain):   |                                      |  |   |
| <p>The City's current version of its on-premise email solution, Microsoft Exchange, has reached its end of support and needs to be upgraded to the latest version, Exchange 2019. The purchase and implementation of on-premise Exchange 2019 will allow the City to remain compliant with a supported version of Exchange until it migrates to Microsoft Office 365, the cloud-hosted version of Microsoft enterprise software. Due to staff resource limitations, the migration to Microsoft 365 will be delayed until later in FY 24.</p> <p>The cost for Microsoft Exchange 2019 is from State of Illinois master contract #CMT1176800, which was awarded to Dell Marketing LP. Through the master contract with Dell, Microsoft provides discounted volume pricing on all Microsoft products to any Illinois state agency or local government. The purchase is funded through the City's Equipment Replacement fund, which provides annual funding for the replacement of the City's core end-user technology.</p> |                                      |  |   |
| <b>Attachments</b> (please list):   |                                      |  |   |
| Bid Waiver Form, Resolution   |                                      |  |   |
| <b>Recommendation/Suggested Action</b> (briefly explain):   |                                      |  |   |
| Recommendation to approve the purchase of Microsoft Exchange software licensing from Dell Marketing LP in the amount of \$45,320.   |                                      |  |   |



# BID WAIVER

One Time

Today through

Description: \_\_\_\_\_

Requested Vendor: \_\_\_\_\_

Requested by: \_\_\_\_\_

Date: \_\_\_\_\_

Approval: \_\_\_\_\_

\_\_\_\_\_

Department Head

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ \_\_\_\_\_ for this one time order, and/or  
\$ \_\_\_\_\_ for a 12 month period.

2. This good/service has been competitively solicited within the past 24 months.      Yes      No  
If yes: Was the solicitation published on the city website?      Yes      No

### 3. Justification for Bid Waiver

**Emergency** i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

**Urgent** i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and, based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programing** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

Other:

**City of St. Charles, Illinois  
Resolution No.**

**A Resolution Authorizing the Purchase of Microsoft Exchange 2019  
software licensing from Dell Marketing LP in the submitted amount**

**Presented & Passed by the  
City Council on**

WHEREAS, pursuant to the Illinois Governmental Joint Purchasing Act (30 ILCS 525/1, et seq.) the City may purchase personal property, supplies and services joining with other governmental units; and Illinois State Statutes authorize municipal governments to jointly purchase supplies; and

WHEREAS, the State of Illinois has publicly and competitively bid for a Joint Purchase Master Contract for a Microsoft Licensing Solutions Provider; and

WHEREAS, the State of Illinois awarded master contract #CMT1176800 to Dell Marketing LP of Round Rock, TX, the lowest priced responsive and responsible bidder, for the provision of Microsoft products, support and services and has made the contract available to other public entities; and

WHEREAS, the City solicited a quote for Microsoft Exchange 2019 software licensing from Dell Marketing LP; and

WHEREAS, Dell Marketing LP submitted contract pricing through State of Illinois master contract #CMT1176800;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Dell Marketing LP in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois this \_\_\_\_ day of \_\_, 2023

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2023

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2023

Resolution No. \_\_\_\_\_

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Lora Vitek, Mayor

ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: