

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

June 9, 2020

**FROM**

**LARRY AINSWORTH, Chief Information Officer, Information Services Department**

**SUBJECT**

Participation in the California County Information Service Directors Associate Enterprise Agreement for Microsoft Enterprise Licenses

**RECOMMENDATION(S)**

1. Authorize County departments to participate in the California County Information Service Directors Associate Enterprise Agreement with Riverside County for Microsoft Enterprise licenses for the period of July 1, 2020, through June 30, 2023.
2. Authorize the Purchasing Agent to sign forms as required by Microsoft Corporation for enrollment in the California County Information Service Directors Associate Enterprise Agreement.

(Presenter: Jake Cordova, Information Services Division Chief, 388-0503)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Authorizing County departments to participate in the California County Information Service Directors Associate (CCISDA) Enterprise Agreement (EA) will not result in the use of additional Discretionary General Funding (Net County Cost) as there is no cost associated with the recommended EA. Participating in the CCISDA EA with Riverside County allows the County to purchase licenses at a reduced cost through a competitive process with Large Account Resellers, now known as Licensing Solution Providers (LSP). County departments are required to ensure there is adequate appropriation within their respective annual departmental budgets for the annual cost of Microsoft licenses.

**BACKGROUND INFORMATION**

On May 23, 2017 (Item No. 67), the Board of Supervisors authorized County departments to participate in the approved CCISDA Enterprise Agreement (EA No. 01E73790) with Riverside County for the period of July 1, 2017, through June 30, 2020, which allowed County departments to obtain quotes for Microsoft software licensing and enroll with a LSP. The LSPs are approved through the CCISDA Request for Proposal (RFP) process to sell Microsoft products at lower enterprise pricing levels.

A new CCISDA EA (No. 8084445), negotiated between Microsoft and the County of Riverside for the period of November 1, 2019, through October 31, 2021, is available to all California public entities and was established using a competitive RFP process that conforms to the

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guidelines of San Bernardino County. Participation in the EA allows County departments to purchase licensing at a reduced cost.

To receive the Enterprise pricing under the CCISDA EA, each County department is required to obtain competitive bids from a minimum of three of the ten LSPs and formally enroll in the CCISDA EA by completing the authorized enrollment form with the LSP with the lowest cost: CDW Government LLC, Crayon Software Experts LLC, Dell Marketing LP, GovConnection Inc., Insight Public Sector Inc., PCMG Inc., SHI International Corp., SoftChoice Corporation, SoftwareOne Inc., and Zones LLC.

This CCISDA EA gives County departments the ability to increase the number of licenses based on their actual needs. Part of this process includes an annual “true-up” of licensing, at which time departments are required to ensure there is adequate appropriation within their respective annual departmental budgets for additional Microsoft licenses. ISD recommends approval of this CCISDA EA for another three years because it provides the lowest cost method for County departments to procure Microsoft licenses.

**PROCUREMENT**

No additional procurement is required for this item as it was competitively bid by Riverside County. The Purchasing Department supports the use of the CCISDA EA with Riverside County as the LSP vendors were competitively bid and participating in the CCISDA EA provides the lowest cost for County departments to acquire Microsoft licenses, as needed. County departments utilizing the EA are required to obtain competitive bids from a minimum of three of the LSPs and select the LSP with the lowest cost.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Bonnie Uphold, Deputy County Counsel, 387-5487) on May 13, 2020; Purchasing (Jessica Barajas, Lead Buyer, 387-2090) on May 14, 2020; Finance (Joon Cho, Administrative Analyst, 387-5402) on May 21, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on May 21, 2020.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales   Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: June 9, 2020



cc:     File - Information Services Department  
KS     06/10/2020