



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: September 14, 2021

DATE: Thursday, September 09, 2021

TO: Board of County Commissioners

FROM: Kobe Harkins, IT Manager, Technology Services
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THROUGH: Behzad Zamanian, CIO, Technology Services

SUBJECT: Recommendation to approve Fiscal Year 2021-2022 renewal of software licenses, software subscriptions and sole source purchases of computer and network hardware, through joinder with National Association of State Procurement Officers (NASPO) Master Price Agreements for State of Nevada with CDW Government Inc. (CDW-G); and approve expenditures that will aggregate to exceed [\$100,000] but not to exceed [\$1,110,000] and will remain within the available Technology Services budget for FY 2021-2022.

General Fund

- Office 365 EA subscriptions, not to exceed [\$947,658.84]
- Adobe EA subscriptions, not to exceed [\$52,513.20]
- Brooktrout, not to exceed [\$6,500]
- GFI Faxmaker software renewal, not to exceed [\$4,000.00]
- Netmotion license renewals, not to exceed [\$19,500]
- Printer Logic license renewals, not to exceed [\$15,600]
- KnowB4 license renewals, not to exceed [\$50,500]
- Other hardware, software, subscriptions, and maintenance, not to exceed [\$13,727.96]

For Possible Action. (All Commission Districts.)

SUMMARY

Technology Services regularly upgrades and modernizes equipment at the County to maintain sustainable, efficient, and effective technological infrastructure to support countywide functions. Technology Services purchases hardware, software licenses (GFI Faxmaker, Brooktrout, Netmotion and PrinterLogic) and software subscriptions (Microsoft Office 365, Adobe, and KnowB4) through CDW-G.

In FY 2021-2022, approved base budget funding within Technology Services ensures that CDW-G, the contracted reseller for hardware, software licenses and software subscriptions for Washoe County, will aggregate to exceed [\$100,000] but not to exceed [\$1,110,000] and will remain within the available Technology Services budget for FY 2021-2022.

AGENDA ITEM # _____

Washoe County Strategic Objective supported by this item: Value Engaged Employee Workforce

PREVIOUS ACTION

On May 18, 2021, the Board of County Commissioners approved and adopted the Final Budget for Fiscal Year 2021-2022.

In Fiscal Years 2019-2020 and 2020-21 the Board of County Commissioners approved sole source purchases of Microsoft and Adobe Licensing through joinder with the NASPO Master Price agreement with CDW-G.

On June 26, 2018 approved sole source purchases of Microsoft Office 365 cloud subscription through joinder with the NASPO Master Price agreement with CDW-G for Fiscal Years FY 2018-2019.

In Fiscal Years 2012-2013 through 2017-2018 the Board of County Commissioners approved sole source purchases of Microsoft and Adobe Licensing through joinder with the NASPO Master Price agreement with SHI International.

BACKGROUND

Technology Services regularly upgrades and modernizes equipment at the County to maintain sustainable, efficient, and effective technological infrastructure to support countywide functions. In FY 2021-2022, funding for the purchase, renewal and deployment hardware, software licenses (GFI Faxmaker, Brooktrout, Netmotion and PrinterLogic) and software subscriptions (Microsoft Office 365, Adobe, and KnowB4) was approved.

The State of Nevada, and Washoe County join the National Association of State Procurement Officers (NASPO) Master Price Agreement to gain access to volume discounts based on a large multi-state licensing pool. Washoe County joinders to the NASPO contract for Microsoft and Adobe software licenses and subscriptions to obtain greater discounting levels available through these shared multi-state contracts. Washoe County is entering the fourth year of a five-year Enterprise Agreement with Microsoft for Office 365 as a subscription service and the first year for Adobe Acrobat. Washoe County has other software contracts outside of NASPO for GFI Faxmaker, Brooktrout, Netmotion, Printer Logic and KnowB4. Washoe County buys hardware directly from CDW-G but not under any contract.

Pursuant to NRS 332.115, computer hardware and software are exempt from competitive bidding requirements.

FISCAL IMPACT

The FY 2021-2022 Technology Services budget has sufficient budget authority for the renewal of software licenses, software subscriptions and sole source purchases of computer and network hardware not to exceed \$1,110,000 in:

- Technology Services (108) – Tech Services Administration (108100), Enterprise Infrastructure (108500), Customer & Enterprise Solutions (108700), Office 365 (IN60522)

RECOMMENDATION

It is recommended that the Board of County Commissioners approve Fiscal Year 2021-2022 renewal of software licenses software subscriptions and sole source purchases of computer and network hardware, through joinder with National Association of State Procurement Officers (NASPO) Master Price Agreements for State of Nevada with CDW Government Inc. (CDW-G); and approve expenditures that will aggregate to exceed [\$100,000] but not to exceed [\$1,110,000] and will remain within the available Technology Services budget for FY 2021-2022.

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POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

Move to approve Fiscal Year 2021-2022 renewal of software licenses software subscriptions and sole source purchases of computer and network hardware, through joinder with National Association of State Procurement Officers (NASPO) Master Price Agreements for State of Nevada with CDW Government Inc. (CDW-G); and approve expenditures that will aggregate to exceed [\$100,000] but not to exceed [\$1,110,000] and will remain within the available Technology Services budget for FY 2021-2022.

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