

All Receive - Agenda Item # 3  
For the Information of the:  
CITY COUNCIL  
Date 10/22/19 CA  CC   
CM  COO  DCM (3)



## Council Memorandum

Oct. 22, 2019

**To:** Honorable Mayor Hall and Members of the City Council  
**From:** Maria Callander, Information Technology Director  
Laura Rocha, Deputy City Manager, Administrative Services  
**Via:** Elaine Lukey, Chief Operations Officer  
**Re:** **Additional Materials Related to Staff Report Item No. 3 – Approval of an Agreement for the renewal of the Microsoft Enterprise Agreement with CDW Government, LLC**

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This memorandum provides an update to Agenda Item No. 3 for the City Council meeting on Oct. 22, 2019, Staff Report and Resolution authorizing the city manager to execute an agreement for the renewal of the Microsoft Enterprise Agreement with CDW Government, LLC, (CDW-G) in an amount not to exceed \$1,932,669.05 for a term ending Dec. 31, 2022.

The first paragraph on page one should be amended as follows:  
**Recommended Action**

Adopt a Resolution authorizing the city manager to execute an agreement for the renewal of the Microsoft Enterprise Agreement with CDW Government, LLC, (CDW-G) in an amount not to exceed ~~\$1,932,669.05~~\$2,000,000 for a term ending Dec. 31, 2022.

The third paragraph on page two should be amended as follows:  
**Fiscal Analysis**

The three-year cost of the Agreement with CDW-G is not to exceed ~~\$1,932,669.05~~\$2,000,000. Funding for the first year is in the approved fiscal year 2019-20 Information Technology Department's Operating Budget. Future years funding will be requested during the appropriate fiscal year's budget process.

Exhibit 1 – Resolution authorizing the city manager to execute an agreement is revised to read:  
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carlsbad, California, as follows:

1. That the above recitations are true and correct.
2. That the renewal of the Agreement with CDW-G, LLC, is hereby approved and the city manager, or his designee, is authorized to execute all required documents on behalf of the city.
3. That the purchase of Microsoft Software from CDW-G, LLC, under the Agreement, ~~per Attachment A~~, shall not exceed ~~\$1,932,669.05~~\$2,000,000 ending Dec. 31, 2022, ~~as further described in the price quote from CDW-G, LLC.~~
4. That the funding for year one is in the fiscal year 2019-20 Information Technology Department's Operating Budget and the funding for years two and three will be brought forth with future budget submittals for consideration and approval.
5. That execution of the renewal of the agreement with CDW-G, LLC, is contingent upon CDW-G, LLC providing a final quote and executing the required agreement in a form acceptable to the City Attorney within nine (9) days of adoption of this Resolution.

Attachment A of Exhibit 1 should be replaced as follows:

Pages one through three should be removed.

Attachment: A. Revised Resolution

cc: Scott Chadwick, City Manager  
Celia Brewer, City Attorney  
Sheila Cobian, City Clerk Services Manager

