



City Council Staff Report

Subject: Microsoft Enterprise Agreement Software Contract with Dell Marketing, L.P.

Date: June 24, 2025

Submitted By: Ruth Green, IT Manager
Daniel Choe, Administrative Services Deputy Director

Department: Administrative Services - IT

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Execute a Contract with Dell Marketing, L.P. for the Purchase of a Microsoft Enterprise Agreement Software License Platform.

Background:

The City Council approved the previous Microsoft Enterprise Agreement (EA) via Resolution No. 2022-135 for a period of three years that will expire on July 31, 2025. The agreement allows the City of Rocklin to use the Microsoft EA platform which includes a wide range of software and online services, categorized as Enterprise Products, Applications and Online Services such as Word, Outlook, Excel, PowerPoint, OneDrive, SharePoint, Desktop Operation System, Azure, Exchange and Servers. To ensure continued Microsoft EA software services, staff recommends entering into a new three-year agreement for a total amount of \$383,795.88 (\$127,931.96 annually).

This agreement will be executed through a cooperative purchasing arrangement utilizing the County of Riverside Microsoft Licensed Support Provider (LSP) Agreement No. 8084445, ITARC-00934, facilitated by the reseller Dell Marketing, L.P., as detailed in Exhibit A of the staff report. Staff further recommends authorizing the City Manager to execute the contract.

Pursuant to Rocklin Municipal Code, Section 3.04.090(C), the City is authorized to participate in cooperative purchasing agreements with other governmental entities without conducting a separate competitive bidding process, provided that the lead agency has already solicited bids and awarded a contract for the desired goods or services. Accordingly, staff will utilize the County of Riverside's master agreement to procure Microsoft EA software licenses.

Fiscal Impact:

Sufficient funds are available in the Fiscal Years 2025/26 & 2026/27 Operating Budget to cover the cost of the first two years of proposed agreement. Funding for the subsequent year will be included in the future year's budget.

ATTACHMENTS:

1. Resolution
2. Resolution Exhibit A - Agreement
3. Staff Report Exhibit A - Riverside County - Dell Marketing, L.P Cooperative Purchasing Agreement