



# City Council Communication

**AGENDA DATE:** May 4, 2026

**LEGISTAR ITEM #:** Res 2026-025

**PRESENTER:** Terren Crider  
Technology

**DEPARTMENT:** Information

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Public Hearing
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## REQUEST

Approve a resolution authorizing the City Manager to negotiate and finalize a contract for a Microsoft Enterprise Agreement with Insight. This agreement will provide all Microsoft products, licensing, and professional support for the term of the agreement.

## BACKGROUND

Information Technology and the Procurement Office worked together to identify a suitable vendor for the City's Microsoft product requirements. The previous agreement with Insight is set to expire on June 30, 2026 and the City will need to establish a new agreement for the continuation and expansion of these services.

Cooperative purchasing mechanisms were explored for this need and found to be beneficial to the City. Three vendors were solicited for cooperative purchasing pricing and two responded. Insight, the City's current vendor for Microsoft products, provided the best response and had the best pricing. Microsoft products are the de facto standard for City operations from infrastructure to applications.

## FINANCIAL IMPACT

Contractor	Insight
Amount of Request/Contract	\$3,500,000
Amount Not To Exceed	\$3,500,000
Amount Budgeted	\$3,500,000
Budget Year	FY2026
Funding Source	IT Operations and CIP
Additional Funds Needed	N/A
Funding Source (if funds needed)	N/A

# CITY COUNCIL COMMUNICATION CONTINUED

## PROJECT TIMELINE

<b>Estimated Start Date</b>	<b>Estimated End Date</b>
July 1, 2026	June 30, 2029
<b>Years and Months of Contract</b>	<b>Number of Times Renewable</b>
3 years and 0 months	N/A

## JUSTIFICATION

<input type="checkbox"/> Council Goal	<input checked="" type="checkbox"/> Strategic Plan	<input type="checkbox"/> Work Plan	<input type="checkbox"/> Legal
Citation	Strategic Plan 2024 – 2028: High Performing Government/Expand and protect our technology systems and infrastructure/Evaluate, upgrade, or expand existing technology systems		

## AVAILABLE ACTIONS

<ul style="list-style-type: none"><li>• Available Action #1. Approve as submitted.</li><li>• Available Action #2. Deny this resolution. This action may delay the continuation of Microsoft services or cause a complete discontinuation of these services which would have a catastrophic impact to City operations.</li></ul>
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## STAFF RECOMMENDATION

Staff recommends Action #1 – approval of the item.
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