



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

21

2. Council Meeting Date:
June 9, 2016

TO: **MAYOR AND COUNCIL**

3. Date Prepared: May 17, 2016

THROUGH: **CITY MANAGER**

4. Requesting Department: City Manager –
Information Technology

5. **SUBJECT:** Purchase of IBM Notes Annual Support and Maintenance Services

6. **RECOMMENDATION:** Staff recommends City Council approve the utilization of National Association of State Procurement Officials (NASPO), formerly Western States Contracting Alliance (WSCA), Contract No. ADSPO11-007500, with SHI International, for the purchase of IBM Notes annual support and maintenance services, in the amount of \$92,311.

7. **HISTORICAL BACKGROUND/DISCUSSION:** The City uses IBM Notes software for citywide email and calendaring. The IBM Notes environment includes email and calendaring licenses supporting City staff as well as temporary and onsite contract staff. In addition, there are several City applications tightly integrated into IBM Notes including various reporting applications for the Municipal Utilities Department. The annual maintenance includes dual entitlement for the IBM Notes Domino servers and IBM Notes client.

IBM Notes support provides access to technical assistance resources to resolve software application issues as well as providing software fixes. The maintenance provides application upgrades necessary to keep the systems current.

There is a decrease in cost compared to the previous renewal because the Police Department's Domino document storage application is at its end of life and maintenance for the product is no longer available to purchase.

The effective term is July 1, 2016 through June 30, 2017.

8. **EVALUATION PROCESS:** The State of Minnesota competitively solicited and awarded a contract for software and maintenance services on behalf of the National Association of State Procurement Officials (NASPO). The State of Arizona has adopted the NASPO contract and because the City has a current Intergovernmental Agreement with the State, the City makes use of the contract to purchase the annual support and maintenance services for IBM Notes.

Staff recommends cooperative use of this contract because of the benefit of higher discounts due to the combined large volume purchases.

9. **FINANCIAL IMPLICATIONS:**

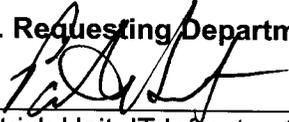
Fund Source:

<u>Acct. No.</u>	<u>Fund Name</u>	<u>Amount</u>
403.1290.5419.000000	Technology Replacement	\$92,311

10. **PROPOSED MOTION:** Move City Council approve the utilization of the NASPO Contract No. ADSPO11-007500, with SHI International, for the purchase of IBM Notes annual support and maintenance services, in the amount of \$92,311.

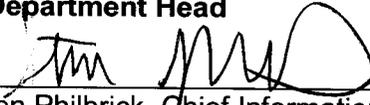
APPROVALS

11. Requesting Department



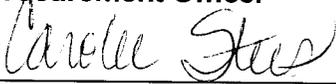
Patrick Hait, IT Infrastructure Manager

12. Department Head



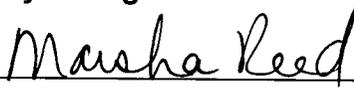
Steven Philbrick, Chief Information Officer

13. Procurement Officer



Carolee Stees, CPPB

14. City Manager



Marsha Reed