

VILLAGE OF LOMBARD  
REQUEST FOR BOARD OF TRUSTEES ACTION  
For Inclusion on Board Agenda

\_\_\_\_\_ Resolution or Ordinance (Blue) \_\_\_\_\_ *Waiver of First Requested*  
\_\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green)  
 X  Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: December 6, 2022 (COW)(B of T) December 15, 2022

TITLE: Motion Accepting an Agreement through The State of Illinois Contract with Dell Marketing for the Purchase of Microsoft Office 365 Licenses in the Amount of \$37,602.92.

SUBMITTED BY: Kevin Goethals, IT Manager

**FISCAL IMPACT:**

Amount of Award: \$37,602.92  
Account #: 640.840.840.73910

**BACKGROUND/POLICY IMPLICATIONS:**

Since 2007, the Village has had a physical, on-premise, Microsoft Exchange Email server in order to facilitate Email communications. This model has served the Village well over the years, but support for our current version of Exchange, along with the on-premise model, will no longer be available with Microsoft in the next couple years. In preparation for this expiration of support, the Village will be migrating our Email system to Microsoft’s cloud-based subscription model, Office 365. Having our Email hosted in the “cloud” will also result in streamlined IT operations; updates are automatic, compatibility issues are eliminated and the service is essentially maintenance-free. Office 365 will also alleviate many of the cybersecurity threats that target on-premise Exchange servers.

Microsoft’s Office 365 platform comes bundled with many additional features and collaboration tools not found in our current environment. Some of the collaboration features are: Mobility by being able to access applications remotely from any device anywhere, Real-time collaboration through Teams and OneDrive, Integration with other solutions, as well added security measures. OneDrive and Sharepoint provide file storage for every user in a secure cloud environment allowing the user to access their files from anywhere on any device with access to the Internet. All of these features and benefits should improve staff’s productivity.

**RECOMMENDATION:**

Dell Marketing currently has the State of Illinois contract for Microsoft licenses and related services. Staff recommends the Village Board of Trustees approve the attached 3 Year License Agreement with Dell Marketing in the amount of \$37,602.92, for Microsoft Office 365 Licenses.

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X Scott Niehaus \_\_\_\_\_ Date 12/4/22

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.