Legistar #190062
DISTRICTS-ALL

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

TO : President and Village Board of Trustees

FROM : Scott Niehaus, Village Manager

DATE : January 9, 2019 Agenda Date: January 17, 2019

TITLE : Motion to Approve the Purchase of Microsoft Office 2019 Professional Plus Licenses to CDWG Using the State of Illinois Purchasing Contract #CMS6945110

SUBMITTED BY: Kevin Goethals, IT Manager KG

RESULTS:

Date Bids Were Published	N/A	Bidding Closed	N/A	
Bid Security Required		Yes	X	No
Performance Bond Required		Yes	X	No
Were Any Bids Withdrawn		Yes	X	No
Explanation:				
Waiver of Bids Requested?		Yes	X	No
If yes, explain:				
Award Recommended to Lowest Responsible Bidder?	X	Yes		No
If no, explain:				

FISCAL IMPACT:
Budget Estimate: Approx. $120,000 for 301 Microsoft Office 2019 Professional Plus licenses

Amount of Award: $102,002.88 budgeted from Technology Reserve Fund – Technology Software (640.840.840.73910)

BACKGROUND
The Village has been using Microsoft Office Professional Plus 2010 for the past 7 years. Later versions, 2013 and 2016, have been released since version 2010, but the Village has elected to not implement them. IT has since upgraded the Village email server to version 2016, as well as upgraded our computer operating systems to Windows 10. Microsoft Office 2019 Professional Plus will provide better compatibility with both of those systems.

RECOMMENDATION:
Staff recommends the Village Board of Trustees award the purchase of Microsoft Office 2019 Professional Plus Licenses to CDWG, using the State of Illinois contract.

Has Recommended Bidder Worked for Village Previously	X Yes	No
If yes, was quality of work acceptable	X Yes	No
Was item bid in accordance with Public Act 85-1295?	X Yes	No
Waiver of bids - Public Act 85-1295 does not apply	Yes	

REVIEW (as needed):
Village Attorney XX _____ Date _____
Finance Director XX Timothy Sexton Date 1/8/19
Village Manager XX Scott Niehaus Date 1/9/19