



College Station Independent School District

Success...each life...each day...each hour

MEMORANDUM

To: Mike Martindale, Superintendent *M.M. 10/14/20*

From: Amy Drozd, Chief Financial Officer *A. Drozd*

Date: October 14, 2020

Subject: Annual Subscription to Microsoft Education Desktop Package with Enterprise Client Access Licenses (CALs)

Agenda Item: J – 1.

BACKGROUND

In accordance with the annual subscription model Microsoft has implemented for both classroom and server operating systems, the district is required to renew its annual licenses for 2020-21. In addition to the operating systems, this subscription allows for faculty, staff, and students to download Microsoft Office to up to five personally owned devices.

Quotes were secured through the Department of Information Resources (DIR), a state agency which has established contracts with vendors for technology products and services. 4 quotes were received with SoftwareONE presenting the lowest quote in the amount of \$69,262.20. This is \$9,677 lower than the prior year.

RECOMMENDATION

It is recommended that the College Station Independent School District Board of Trustees approve the purchase of the Annual Subscription Service for Microsoft's Education Desktop Package with Enterprise Client Access Licenses in the amount of \$69,262.20 from SoftwareONE per Department of Information Resources (DIR) Contract #DIR-TSO-4061 using IMA funds.