



College Station Independent School District

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

MEMORANDUM

To: Mr. Mike Martindale, Superintendent

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

Date: September 16, 2021

Subject: Annual renewal of Microsoft Education Desktop Package with Enterprise Client Access Licenses (CALs)

Agenda Item: J – 4.

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 2021-22. 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. Two (2) quotes were received with SoftwareONE presenting the lowest quote in the amount of \$68,990.40. This is \$272 lower than the prior year.

It is the recommendation of Ms. Carmella Shafer, Director of Purchasing, and Mr. David Hutchison, Director of Technology that CSISD purchase the annual renewal of Microsoft Education Desktop Package with Enterprise CALs for 2021-22 from SoftwareOne for \$68,990.40 using (DIR) Contract #DIR-TSO-4061 from IMA Funds.

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 \$68,990.40 for the 2021-22 year from SoftwareONE per Department of Information Resources (DIR) Contract #DIR-TSO-4061 using IMA funds.