



# Information & Communications Technology

## COUNTY OF TULARE AGENDA ITEM

### BOARD OF SUPERVISORS

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District One

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District Two

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District Three

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District Four

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District Five

**AGENDA DATE:** March 18, 2025

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	Yes
Personnel Resolution attached	N/A
Agreement(s) attached	N/A

CONTACT PERSON: Marisol Sliakis PHONE: 559-622-7317

**SUBJECT:** Authorize a purchase with California Department of Technology for the Acquisition of Microsoft 365 GCC G5 Licensing

**REQUEST(S):**

That the Board of Supervisors:

1. Authorize a purchase increase with California Department of Technology for the acquisition of Microsoft 365 GCC G5 Licensing in the annual true up amount of \$143,000, effective March 28, 2024, through March 31, 2026, for an amount not to exceed \$5,516,000.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

**SUMMARY:**

On September 1, 2020, the Board approved the purchase of Microsoft Office 365 Licensing as the County's Microsoft Licensing Platform, through Resolution No. 2020-0561. Microsoft Office 365 is a cloud-based subscription service that offers up-to-date applications, Word, Excel, PowerPoint, Outlook, Visio, Audio Conferencing, Teams, Etc. The subscription model allows for the ability to stay current on the software platform version. On November 9, 2021, through Resolution No. 2021-0918, the Board approved the purchase of Microsoft Office 365 Licensing for the Health and Human Services Agency for Fiscal Year 2021/2022 and the use of American Rescue Plan Act (ARPA) funding.

The Microsoft Office 365 platform has been beneficial for the County. The transition to Microsoft M365 G5 furthers the implementation and capabilities of the County's

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collaboration platform. Microsoft M365 G5 improvements include advanced security features, enterprise data and analytics tools, Teams integration for phone systems, and improved extensibility of the software while maintaining access to all features of Microsoft Office 365.

In 2021, the California Department of Technology (CDT) entered into an agreement with Microsoft-authorized reseller Crayon Software Experts LLC (Crayon) that allows all public agencies, also known as affiliate entities, within California to purchase Microsoft G5 licenses at the lowest available cost. Additionally, CDT will charge administrative fees of approximately 2.79% to administer the statewide Microsoft Online Subscription Service and an additional 3.5% cost distribution fee.

The Microsoft M365 G5 Licensing requested for purchase has already been through the formal bidding process with the State of California Department of Technology and was awarded through Contract ID SCA-19-70-0204C; available on the Cal eProcure site: <https://caleprocure.ca.gov/pages/index.aspx>. The award is still active and allowed under-recognized cooperative purchasing guidelines.

The subscription model allows the County to stay current on the software platform and operating system version which eliminates collaboration issues via older or incompatible versions of Microsoft software. Additionally, this subscription service will ensure that all staff throughout the County are appropriately licensed to access Microsoft software in use by County departments and provides flexibility to increase licensing as department needs change. Increases or additional upgrades to licensing would have an impact on costs in future years.

This subscription model was previously approved through Resolution Number 2024-0153 for the authorized purchase of Microsoft 365 GCC G5 licensing in the amount of \$5,373,000 for the term April 1, 2024 to March 31, 2026.

This request is an increase attributed to the true-up for the additions of 185 licenses added throughout the year. These licenses include a total of 122 Visio accounts distributed among various departments as follows: DCSS - 10 accounts, HHSA - 70 accounts, HR&D - 4 accounts, Probation - 2 accounts, Solid Waste - 1 account, and TCiCT - 35 accounts. In addition, 52 Project Plan 3 accounts were distributed among HHSA – 1 account, RMA – 11 accounts, TCAG – 1 account, and TCiCT – 39 accounts. Furthermore, 9 Teams Room accounts were distributed among HHSA – 3 accounts, RMA – 5 accounts, and TCiCT – 1 account. Lastly, 2 Power BI Premium accounts were distributed for TCiCT.

**FISCAL IMPACT/FINANCING:**

The purchase of Microsoft M365 GCC G5 licensing will be paid with TCiCT ISF Funds in Fiscal Year 2023/24, in an amount of \$2,564,000. Fiscal Year 2024/25's estimated cost of \$2,809,000 was budgeted, 071/090/2923/7073, accordingly through the annual budget process and charged back to users through TCiCT's ISF methodology. The additional amount of \$143,000, charged direct to the departments, is for the additional true up amount for licenses that were acquired since the agreement was previously approved.

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An AUD308 modification will be utilized for the true-up amount from cost savings from other projects, which will cover the additional costs. There is no Net County Cost.

Fiscal Year	Licensing Type	Total Cost
2023/24	M365 Annual Licensing	\$2,579,252
2024/25	M365 Annual Licensing	\$2,793,748
2024/25	M365 True Up Licensing	\$143,000
	Total Cost, Not to Exceed	\$5,516,000

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Organizational Performance Initiative by implementing technology to improve efficiency and service delivery. The purchase of Microsoft M365 GCC G5 fulfills this initiative by integrating industry-standard technology to provide improved service delivery.

**ADMINISTRATIVE SIGN-OFF:**

/s/ Joseph Halford

Joseph Halford  
Information & Communications Technology, Director

Cc: County Administrative Office

Attachments: Attachment A - Quote (For Estimation Purposes Only)  
Attachment B - AUD308 Budget Modification