



**Regional
Transportation
Authority**

To: Board of Directors

From: Leanne P. Redden, Executive Director

Date: April 2, 2019

Re: Ordinance authorizing a contract for Microsoft license renewal

175 W. Jackson Blvd,
Suite 1650
Chicago, IL 60604
312-913-3200
rtachicago.org

The proposed ordinance authorizes the execution of a contract amendment with CDW Government LLC (CDW-G) for Microsoft license renewals. The licenses are for software products - Windows server and desktop operating systems, Exchange Server, Office 365, and SQL Server - that are critical to RTA's daily operations. The proposed amendment extends the contract term from May 31, 2019 to September 30, 2019 and increases the total contract value by \$250,000.00, to \$454,873.57. The amendment allows RTA to purchase the licenses that takes us through May 31, 2022.

Background

Ordinance No. 2016-22 authorized the RTA to purchase Microsoft licenses by piggybacking on the statewide master contract between the State of Illinois and CDW-G. Staff proposes to continue piggybacking on the state's contract with CDW-G for renewing the licenses. This approach allows the RTA to benefit from cost savings from the state's selection of a Microsoft-certified Large Account Reseller. The state contract has an intergovernmental joint purchasing agreement clause, covers the RTA's required scope of services, and was competitively bid. The amendment will allow the RTA to renew its existing Microsoft licenses through May 31, 2022.

CDW-G has previously submitted the RTA's Vendor/Contractor Certification which: (i) discloses the names of the principals and any contracted lobbyists, (ii) certifies that entering into this contract will not create a prohibited conflict of interest, and (iii) certifies that the firms and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. CDW-G has also agreed to update the Certification should any of the information change during the contract period.

Financial Impact

The proposed amendment extends the contract term from May 31, 2019 to September 30, 2019 and increases the total contract value by \$250,000.00, to \$454,873.57. The approved RTA 2019 budget contains sufficient funding to support the cost of this amendment. Any related expenditures in subsequent years are subject to appropriation of funds by the RTA Board of Directors.

Prepared by: Finance, Innovation and Technology Department
LPR/BRH/GC/GT
Attachment.

ORDINANCE NO.

WHEREAS, the Regional Transportation Authority (the Authority or RTA) uses Microsoft software products including Windows, Exchange Server, Office 365, and SQL Server in its daily operations;

WHEREAS, the Authority purchased these software products in March 2016 by piggybacking on the State of Illinois' master contract with CDW Government LLC (CDW-G);

WHEREAS, the Authority has determined that that the State of Illinois and CDW-G contract continues to satisfy the Authority's requirements and continues to provide cost savings from that competitively bid contract;

WHEREAS, the Authority's existing licenses for Microsoft products expire on May 31, 2019;

WHEREAS, an extension of the existing contract to September 30, 2019 will extend the Authority's Microsoft licenses through May 31, 2022; and

WHEREAS, CDW-G has previously submitted the RTA's Vendor/Contractor Certification which: (i) discloses the names of the principals and any contracted lobbyists, (ii) certifies that entering into this contract will not create a prohibited conflict of interest, and (iii) certifies that the firms and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. CDW-G has also agreed to update the Certification should any of the information change during the contract period.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY THAT:

1. The Executive Director of the Authority is hereby authorized to execute a contract amendment with CDW-G extending the contract term from May 31, 2019 to September 30, 2019 and increasing the total contract value by \$250,000.00 to \$454,873.57.
2. The Executive Director of the Authority is hereby authorized and directed to take such action as the Executive Director deems necessary or appropriate to implement, administer, and enforce this Ordinance and said contract.