

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2021)**

**APPROVING ALTERNATIVE PURCHASING PROCEDURE FOR AN AGREEMENT WITH CDW GOVERNMENT LLC,
FOR A THREE-YEAR RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT
(Approximately \$665,225)**

WHEREAS, the City entered into an Enterprise Agreement (EA) with Microsoft in March 2007, renewed the EA in 2018, and that agreement is due to expire; and

WHEREAS, the products included under the EA are required to perform city functions and are sold by a limited number of vendors at standard governmental pricing; and

WHEREAS, the County of Riverside negotiated a master agreement with a list of vendors under which San Mateo may attach resulting in a 7.5% discount beyond Microsoft's State of California governmental pricing; and

WHEREAS, under the provisions of Municipal Code section 3.60.050 (b) agreements may be awarded without competitive bids if calling for bids would be impracticable, unavailing or impossible and the City Council sets forth findings designating the reasons; and

WHEREAS, staff recommends approval of the agreement with CDW Government, LLC for a three-year renewal of the Microsoft Enterprise Agreement;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY FINDS and RESOLVES that:

1. This agreement is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines section 15378(b)(5).
2. In accordance with Municipal Code section 3.60.050 (b), calling for bids would be impracticable because:
 - a. The City wishes to continue using Microsoft products and the products are sold by a limited number of vendors at standard governmental pricing, and
 - b. The City may make this purchase based on terms contained in the master agreement negotiated by the County of Riverside, which results in a 7.5% discount beyond Microsoft's State of California governmental pricing.
3. The City Manager is authorized to execute the agreement in substantially the form submitted, on behalf of the City.