REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:
Res/Ord No.: 19093
Sponsor(s): Dennis Waits
Date: February 29, 2016

SUBJECT	Action Requested ☒ Resolution ☐ Ordinance Project/Title: Approving a Contract with Microsoft for the upgrade of the County's existing Email System
BUDGET INFORMATION *To be completed By Requesting Department and Finance*	Amount authorized by this legislation this fiscal year: $ Amount previously authorized this fiscal year: $ Total amount authorized after this legislative action: $ Amount budgeted for this item * (including transfers): $ Source of funding (name of fund) and account code number * If account includes additional funds for other expenses, total budgeted in the account is: $ OTHER FINANCIAL INFORMATION: ☒ No budget impact (no fiscal note required) ☐ Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: $ The funds to purchase the upgrade were encumbered in late 2015; the purchase will be made via an existing County term and supply contract. Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):
PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253
REQUEST SUMMARY	The County's email currently is a server based system. The single server was installed in 2008 and the equipment is no longer supported by the manufacturer making parts harder to obtain. The single server offers no redundancy in case of hardware failure and gives the typical County user a smaller mailbox. The upgraded Microsoft Office 365 is a cloud solution and the County's email will be stored in a secure Microsoft data center designed to meet FBI requirements for information security. The benefits also include significantly larger mailboxes, full redundancy, and improved disaster recovery capabilities. The upgrade will be purchased via an existing County Term and Supply Contract with SHI of Somerset, NJ.
CLEARANCE	☐ Tax Clearance Completed (Purchasing & Department) N/A ☐ Business License Verified (Purchasing & Department) N/A ☐ Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A
ATTACHMENTS	Memorandum from Michael Erickson, Director of IT and GIS
REVIEW	Department Director: Date: 2/23/2016 Finance (Budget Approval): *If applicable* Date: 2/23/16 Division Manager: MaryLou Brown Date: 2/24/16 County Counselor's Office: Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

☐ This expenditure was included in the annual budget.

☐ Funds for this were encumbered from the _____ Fund in ____.

☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance #

☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.

☒ This legislative action does not impact the County financially and does not require Finance/Budget approval.

Department of
INFORMATION TECHNOLOGY
JACKSON COUNTY, MISSOURI

415 EAST 12TH STREET, ROOM G-8
KANSAS CITY, MO 64106

(816) 881-3151

Res. 19093

TO: BARBARA CASAMENTO, PURCHASING SUPERVISOR

FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS

Date: 2/17/2016

Re: Jackson County Purchase of Office 365

Jackson County's email currently resides on an HP ProLiant DL380 G5 server with a Microsoft Windows 2003 operating system using Microsoft Exchange 2007 as the email service. The e-mail server configuration is a single server that offers no redundancy in case of hardware failure. This server was installed on June 2, 2008, and gives our typical user a 100 MB mailbox.

Here is a brief summary of the state of support of this system:

- The HP ProLiant DL 380 G5, all vendor support ended on 11/30/2014
- Microsoft Windows Server 2003, all vendor support ended on 07/14/2015
- Microsoft Exchange 2007 vendor support ended 04/10/2012 except for security vulnerability support which will end on 04/11/2017

Due to the age of the server hardware, IT relies on third party vendors for replacement parts that are frequently unavailable locally which results increased recovery times. Also, the chance of catastrophic failure increases with time.

To rectify these issues, IT recommends migrating County email to Office 365, a Microsoft cloud solution. Jackson County's email will be stored in a secure Microsoft government data center designed to meet FBI requirements for information security.

The service level that IT is recommending for purchase offers the following benefits:

- Email and calendar access on the Cloud
- Online access to the latest version of Microsoft Office
- 50 Gig mailboxes
- No hardware to maintain
- Full redundancy and Disaster Recovery
- Cloud-based backups