

**CLARK COUNTY WATER RECLAMATION DISTRICT  
BOARD OF TRUSTEES  
AGENDA ITEM**

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**Petitioner:** Thomas Minwegen, General Manager

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**Recommendation:**

**Approve and authorize the General Manager to sign a Master Enterprise Licensing Agreement and a Select Plus Licensing Agreement with Microsoft Corporation (Carol Workman, General Manager/State and Local Government), and authorize the General Manager to issue purchase orders to SHI International Corporation (Darek Awas, Manager/Contracts), an authorized reseller for Microsoft Corporation, for the purchase of Microsoft Software licenses and various Information Technology Solutions products and services, District CBE No. 230014; or take other action as appropriate. (For possible action)**

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**FISCAL IMPACT:**

Fund #:	O&M & Capital Funds	Fund Name:	CCWRD General Funds
Fund Center:	CCWRD Funds	Funded PGM/Grant:	N/A
Amount:	\$2,000,000 estimated annually		
Description:	Microsoft Software licenses and various Information Technology Solutions products and services		
Additional Comments:	The expenditures will be allocated and spent based on approved budgets.		

**BACKGROUND:**

The District has a standardized catalog of Microsoft applications including its Office Suite, E-mail server, database software, and the Windows Operating System for desktops and servers. To properly support the Microsoft applications, additional software is needed to improve functionality, enhance security, and leverage Microsoft services subscriptions and Cloud technologies for future growth and disaster recovery. Additionally, the District has an ongoing annual requirement to purchase various Information Technology Solutions hardware, software, related equipment, and services to support its business networks and operational needs. This procurement will meet these various needs.

Staff recommends that the Board approve and authorize the General Manager to sign a Master Enterprise Licensing Agreement and a Select Plus Licensing Agreement, inclusive of any modifications to the agreements thereafter, with Microsoft Corporation for Microsoft Licenses.

The following are the pertinent provisions of the Microsoft Licensing agreements with Microsoft Corporation:

- The term of the agreements is from date of award and will continue until terminated by either of the parties thereto;
- The agreements include the option to terminate or suspend for cause or convenience by either party with 30 day and 60 day written notice respectively.

Cleared for Agenda

**01/17/2023**

File ID#

**23-078**

Staff recommends that the Board approve and authorize the General Manager to issue purchase orders to SHI International Corporation for the purchase of Microsoft Software licenses and various Information Technology Solutions, Products and Services on as needed basis. Staff will submit an annual report detailing incurred expenditures.

The following are the pertinent provisions of the agreement with SHI International Corporation:

- The term of the agreement is from February 1, 2023, and will continue so long as the District elects to use the Microsoft software system and/or the Master Enterprise Licensing Agreement and a Select Plus Licensing Agreement remain in effect, with a price increase not to exceed 10% for each year of the contract term;
- The agreement includes the option to terminate or suspend for cause or convenience with 30 day advance written notice.

In accordance with NRS 332.115(1)(h) & (i), the competitive bidding process is not required because the purchase is for computer software and annual maintenance and support services. SHI International Corporation (WBE/MBE) and Microsoft Corporation (LBE) currently hold a Clark County Vendor Registration.

This agenda item has been reviewed and approved by the District General Counsel.