



# City of Grand Island

Tuesday, February 14, 2012

Council Session

## Item G11

**#2012-33 - Approving Microsoft Home Use Program**

Staff Contact: Brenda Sutherland

# **Council Agenda Memo**

**From:** Brenda Sutherland, Human Resources Director

**Meeting:** February 14, 2012

**Subject:** Microsoft Home Use Program

**Item #'s:** G-11

**Presenter(s):** Brenda Sutherland, Human Resources Director

## **Background**

Most employees at the City of Grand Island have Microsoft software on their work computers. Currently the City is in the second of a three year contract that was approved under Resolution 2010-169. The City has had a contract in place with Microsoft since the network came in 1997. City computers have Microsoft 2003, 2007 and 2010 installed on them. The I.T. department's goal is to have all employees upgraded to Microsoft 2010.

## **Discussion**

Microsoft has a Home Use Program to help users transition from older versions of Microsoft products to the newer 2010 product. They believe the transition is much easier for employees who use the software at home. Their philosophy is that using the software at home in an environment where they have more time to experiment will in-turn help their productivity when they use it in the work place. In order to make this home use a viable option for as many people as possible, Microsoft has developed a Home Use Program (HUP) that will allow employees to purchase directly the Office Professional Plus 2010 for \$9.95. They can also purchase a Backup DVD for an additional \$13.00. While the City's I.T. department's goal is to have all employees' transition to the new software, their availability to get to all departments and provide training will be stretched. This offer may help alleviate some of that pressure.

This offer has been part of past contracts with Microsoft since 2002 but has never been brought forward for approval. It is a standard part of the Microsoft contract and will continue to be whether the Council approves participation by employees or not. Another government entity that participates in this offer is the State of Nebraska.

The agreement for the software usage is between the employee and Microsoft directly. This software can be installed on their home computers. The City of Grand Island will

not be responsible for installation or any service issues relating to the software. Only employees who are covered under the City's current agreement would be eligible for this program. Currently the City has 407 employees, including Council Members covered under the current license agreement. The only entity that isn't covered under the City's licensing agreement is the Library. They are covered under their own agreement as they qualify for academic pricing which is less than government pricing. There is no extra cost to the City for participation with this program

The City's Legal Department has reviewed the program to ensure that it is not in conflict with City procurement policies.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

### **Recommendation**

It is recommended that the Council approve the ability for City employees to participate in the Microsoft Home Use Program.

### **Sample Motion**

Move to approve computer users covered under the City's Microsoft agreement to participate in the Home User Program.

RESOLUTION 2012-33

WHEREAS, the City of Grand Island currently has a contract with Microsoft; and

WHEREAS, Microsoft has a Home Use Program that allows employees covered under their employer's licensing agreement to participate in this program; and

WHEREAS, the Home Use Program allows employees to purchase directly from Microsoft the 2010 version of their product at a substantially discounted rate; and

WHEREAS, the agreement would be between the employee and Microsoft and any expense associated with the program would be borne by the employee.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, the employees covered under the City's Microsoft licensing agreement are authorized to participate in the Microsoft Home Use Program at their expense.

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Adopted by the City Council of the City of Grand Island, Nebraska, February 14, 2012.

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Jay Vavricek, Mayor

Attest:

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RaNae Edwards, City Clerk