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**RESOLUTION NO. 2015-55**

**A RESOLUTION OF THE ALBANY CITY COUNCIL WAIVING  
FORMAL BID REQUIREMENTS, AUTHORIZING THE PURCHASE OF  
MICROSOFT OFFICE 365 GOVERNMENT PLAN SUBSCRIPTION  
LICENSE DIRECTLY FROM SADA SYSTEMS, INC., AND  
APPROPRIATING FUNDS FROM THE EQUIPMENT REPLACEMENT  
RESERVE TO THE INFORMATION SYSTEMS BUDGET**

**WHEREAS**, the City has an Information Systems Master Plan which calls for the replacement and upgrade of obsolete equipment and software in a timely fashion to ensure continuity of critical City systems; and

**WHEREAS**, the City’s email messaging system has been deemed obsolete by industry standards; and

**WHEREAS**, Microsoft Corporation has improved its email messaging to the Office 365 version which provides a more efficient, reliable, secure, and dynamic solution to businesses; and

**WHEREAS**, staff requested quotations from four different vendors, and negotiated pricing with each of the vendors; and

**WHEREAS**, SADA Systems, Inc. has been identified as the most competitive vendor for this upgrade project after a careful review of the price quotes and proposals; and

**WHEREAS**, the City’s purchasing policy requires that the Council award purchases of goods or services if the cost is in excess of \$25,000 (Resolution No. 2012-74 Section VIII(5)), and Council action is required to authorize a waiver of formal bids; and

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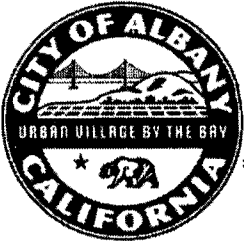
**NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby;

1. Authorizes the waiving of formal bids,
2. Authorizes the purchase of Microsoft Office 365 Government Plan Subscription license directly from SADA Systems, Inc. in the amount of \$110,274, which includes \$31,320 for a one year mailbox license subscription for a period of three years, to be paid from the approved operating budget for FY15/16,
3. Appropriates \$16,314 from the City's Equipment Replacement Reserve to the Information Systems Budget for the one-time configuration and installation services.



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PETER MAASS, MAYOR



# City of Albany

1000 San Pablo Avenue • Albany, California 94706  
(510) 528-5710 • www.albanyca.org

## RESOLUTION NO. 2015-55

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ALBANY,

the 8th day of September, 2015, by the following votes:

AYES: Council Members Barnes, McQuaid, Pilch and Mayor Maass

NOES: none

ABSENT: Council Member Nason

ABSTAINED: none

RECUSED: none

WITNESS MY HAND AND THE SEAL OF THE CITY OF ALBANY, this 9th  
day of September, 2015.

Eileen Harrington  
DEPUTY CITY CLERK

*The City of Albany is dedicated to maintaining its small town ambiance, responding to the needs of a diverse community, and providing a safe, healthy and sustainable community.*