



## Legislation Text

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**File #:** 24-0925, **Version:** 1

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District Attorney recommending the Board:

- 1) Approve and authorize the Board Chair to execute Amendment III to perpetual agreement 6126 with Karpel Solutions, Inc., updating the compensation section language and annual Microsoft 365 license fees, increasing the existing license fee from \$14.80/month to \$16.30/month for a total increased annual cost of \$1,530; and
- 2) Approve and authorize the County Purchasing Agent to execute any future amendments to agreement 6126 that do not alter the amount nor extend the term, contingent upon approval by County Counsel and Risk Management.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

Agreement 6126 with Karpel Solutions was executed in November 2021 to provide the migration and set up services for the District Attorney's Office transition from G-Suite to M365, as well as necessary M365 Licenses. Karpel Solutions currently provides Case Management software to the District Attorney's Office in addition to the M365 licenses. Using Karpel as the migration vendor allowed for integration between M365 and the Case Management software.

In April 2022, Amendment I was executed to add ongoing migration and M365 environment support, and annual increases for licensing fees, which are subject to change and set by Microsoft.

In June 2023, Amendment II was executed to increase the total number of M365 licenses from 75 to 85.

Current Amendment III for review records increases the existing Microsoft MST-OF-EMGC100 license fee from \$14.80/month to \$16.30/month. This increase results in the updated annual license fee cost of \$49,419.60.

As previously approved, the agreement notes license fees are subject to change annually as they are set by Microsoft.

### **ALTERNATIVES**

Should the Board opt not to execute Amendment III to agreement 6126 for the update in M365 license costs, the department would be unable to process service invoices against the agreement due to the lack of available funds.

### **PRIOR BOARD ACTION**

11/16/2021 Legistar file 21-1766 - The Board approved agreement 6126 with Karpel Solutions for the migration to Microsoft M365 and associated licenses.

04/19/2022 Legistar file 22-1087 - The Board approved amendment I to agreement 6126.

06/06/2023 Legistar file 23-0842 - The Board approved amendment II to agreement 6126.

06/25/2024 Legistar file 24-0923 - The Board approved the continuation of perpetual agreement

6126.

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Procurement and Contracts, County Counsel, Risk Management

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

The increase in license fee cost from \$14.80/month to \$16.30/month for a total of 85 licenses, as proposed under amendment III to agreement 6126, adds a total of \$1,530 in annual costs under the District Attorneys general fund budget. This cost increase has been accounted for within the department's Fiscal Year 2024-25 recommended budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Clerk of the Board to obtain the Board Chair's signature on two copies of Agreement 6126 Amendment III with Karpel Solutions, Inc. and return one certified copy to the Chief Administrative Office, Central Fiscal Unit, Attention: Kelley Lawrie.

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

Vern Pierson, District Attorney