



**OTTAWA POLICE SERVICE
SERVICE DE POLICE D'OTTAWA**

*The Trusted Leader in Policing
Le chef de file de confiance dans la police*

**REPORT
RAPPORT**

DATE: March 23, 2015

TO/DEST: Executive Director, Ottawa Police Services Board

FROM/EXP: Chief, Ottawa Police Service

SUBJECT/OBJET: **RENEWAL OF MICROSOFT ENTERPRISE
AGREEMENT [EA] LICENSING**

RECOMMENDATION

That the Ottawa Police Services Board approve the renewal of a Microsoft Enterprise Agreement through Compugen Inc. for a three year term from 01 April 2015 to 31 March 2018 at an approximate annual cost of \$336,934.00, excluding taxes.

BACKGROUND

Technology is a key support to policing operations. The Ottawa Police Service (OPS) computing environment includes a range of computing devices which reflect the unique nature of police operations: desktop computers, laptop computers, in-car mobile laptops, motorcycle mobile laptops and other mobile wireless devices. The software environment is also quite specialized and is dominated by police-specific applications.

The OPS uses Microsoft Office products and operating systems as a basic component of its computing environment. The Ottawa Police Services Board has approved the execution of a Microsoft Enterprise Agreement for the OPS since June 2008. This report recommends the renewal of this agreement, which is reviewed every three years.

DISCUSSION

The OPS has standardized on most of the Microsoft products available in an Enterprise Agreement [EA], including the Microsoft operating system upgrades, MS Office suite, MS Exchange, as well as several systems that require client access licenses. An EA offers benefits for license management due to the fact that products are bundled; therefore the OPS is not required to manage the licensing for those products individually.

Key benefits of the EA approach include:

- Payments can be spread over a three year term. As a result OPS can plan and budget for software licensing purchases.
- Management of licenses is streamlined. This renewal will move the OPS from a device based license to a user based license. Given that users typically have more than one device, this feature will reduce overall licensing costs. Only one order needs to be placed each year. There is a provision for a yearly “True Up” so licenses can be added and the cost paid annually.
- The licensing is now very flexible. It can be used on-premise, in a hybrid mode, or in the Cloud.
- More functionality will be available to users. The agreement makes additional enterprise products available to the user.
- The price of this 3 year agreement is lower than the last one. Annual savings on this renewal will be just under \$9,000 per year compared to the expiring agreement.

The favourable price for the agreement is a result of OPS’ ability to take advantage of a province-wide pricing agreement. In April 2011 a Master Enterprise Agreement with Microsoft for Ontario and the Ontario Broader Public Sector was created. Through RFP OSS-00204088, Compugen Inc. was awarded the Master Agreement for Enterprise and Application Platform Agreement in June 2011. This renewal is a continuation of this contract mechanism already in place for the province.

CONSULTATION

Not applicable to this matter.

FINANCIAL STATEMENT

Funding for this renewal has been budgeted in OPS’s operating budget in the Infrastructure Services software maintenance account (124211-502445).

Total Amount Budgeted:	\$988,800
Total Paid and Committed:	\$219,719
Balance Available:	\$769,081
This Request (including non-refundable tax)	\$342,864
Remaining Balance	\$426,217

CONCLUSION

The OPS will benefit both financially and administratively by continuing to use an Enterprise Agreement to obtain Microsoft enterprise products.

(Original signed by)

Charles Bordeleau, Chief of Police

Responsible for report: Director General Debra Frazer