

COUNCIL COMMUNICATION

From: The City Manager

Subject: Microsoft Office Pro Plus 2007 Software

Manager's Recommendation:

I recommend approval and issuance of a purchase order to CDW Government, Vernon Hills, IL, in the amount of \$20,762.69 to purchase Microsoft Office Pro Plus 2007 software to upgrade the Automated Incident Capture System (AICS) at 59 workstations in the Saginaw Police Department. This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this project is available in the General Fund Technical Services Account No. 101-3015-721.80-63 (Other Services/Service Fee).

Justification:

The Saginaw Police Department received a letter from the State of Michigan, Department of State Police, Lansing, MI., dated May 19, 2008 informing agencies that there will be an upgrade of the Automated Incident Capture System (AICS) from Access 97 to the current state standard of Access 2002. Access databases are used throughout AICS to maintain code tables (such as file class, arrest codes, and property bin locations). The Saginaw Police Department has 59 workstations, which will require the software upgrade for compatibility, at a total cost of \$20,762.69. The letter stressed that it is imperative that agencies have the proper version of Access installed, which will allow AICS to run efficiently. The Department of Technology has a planned implementation date of March 2009 for conversion of the AICS Access 97 databases to Access 2002.

The sealed bid process was not used because this purchase was covered under pricing for the State of Michigan. By purchasing through the State of Michigan's pricing structure the City realizes a substantial savings over standard pricing of the software and maintenance.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.