



THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

DECISION RECORD FORM

REQUEST: For approval by the Police and Crime Commissioner

Title: Microsoft Enterprise Agreement

Executive Summary:

In 2019 a competition on a Crown Commercial Services Framework was carried out to award a contract for a Microsoft Enterprise Agreement. Evaluation of the six bids received resulted in a contract being awarded to Phoenix Software Ltd.

The Microsoft Enterprise License Agreement encompasses:

- Desktop / laptop operating system
- Office software
- M365 applications and licenses in the Azure Tenant
- Licensing of Endpoints for Windows and Office 365
- Management of mobile devices
- Access to M365 services including Teams

The current contract is due for renewal on the 1st October 2022.

Details of the procurement process to replace this contract are included in the appended report.

Decision:

Note the procurement method, analysis used, and the recommendation put forward by the evaluation Team.

Approve the direct award to Phoenix Software in line with the Framework Terms.

OPCC Lead Officer: c/o Claire Wrightson, Procurement

Contractor Details (if applicable): Phoenix Software

Implications:

Has consideration been taken of the following:	Yes	No	
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

(If yes please provide further details below)

Decision Required – Supporting Information

Financial Implications: (Must include comments of the PCC's Chief Finance Officer where the decision has financial implications)

The previous contract value over the 3 Year terms was £1,537,129.74
The new contract price is £2,098,924.80 based on E5 licences rather than the E3 licences purchased in 2019. However, without the discounts applied by Microsoft the costs would have been £3,422,264.76
Applying the discounts year on year there is a cost avoidance saving of £1,323,339.96 over the 3-year term.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

There are no legal implications associated with the award of this contract, the contract uses the Yorkshire and The Humber ICT Framework 2019/S 199- 483202 which allows for direct award.

Equality and Diversity Implications:

There are no diversity & equal opportunities implications associated with the award of this contract.

Human Rights Implications:

There are no Human Rights implications associated with the award of this contract.

Sustainability Implications:

There are no sustainability implications associated with the award of this contract

Risk Management Implications:

There are no risk implications associated with the award of this contract

OFFICER APPROVAL

Monitoring Officer:

I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed



Date 30/09/2022

Police and Crime Commissioner:

The above request HAS my approval.

Signed

A handwritten signature in black ink, appearing to be 'S. U. [unclear]', written over a horizontal dotted line.

Date 30/09/2022