

Contract for desktop productivity

Cabinet Member for Innovation & Corporate Services

Date: 4th of April 2022
Agenda Item: N/A
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Key Decision? YES
Local Ward Members N/A

Lichfield
district council

**CABINET MEMBER
DECISION**

1. Executive Summary

- 1.1 We have a requirement for a desktop and server operating systems and associated software. The current agreement with Microsoft comes to an end in May 2022. Following a procurement process a new agreement has been offered for 3 years.

2. Recommendations

- 2.1 That a contract is entered into with Phoenix as the reseller for the delivery of desktop and server operating systems and associated for a period of 3 years.

3. Background

- 3.2 The proposed agreement with Microsoft with Phoenix acting as the reseller is via the KCS framework and utilises the wider UK government combined buying power to ensure the maximum levels of discount.
- 3.3 The business drivers for the contract are:
- The desktop and server operating systems and associated software underpins the councils use of technology.
 - It includes access to the full Microsoft desktop productivity suite for services such as collaboration between members, officers, and residents, including email, word processing, access to telephone calls and advanced data driven services to support the roll out of the Being a Better Council (BABC) programme.
 - While the number of servers we run directly has significantly reduced during the existing the contract, the new contract enables us to run and manage the remaining servers in a legal and compliant manner and gives the opportunity to further rationalise them in moving to “the cloud”.
- 3.4 The benefits of the new contract will include:
- Not only the features that we have utilised through previous contracts, but a step up to Microsoft’s advanced features that give access to streamline our communications to the Microsoft Teams platform, which in turn will enable cost savings from reducing the number of mobile phones required.
 - The tools to enable the visualisation of information to facilitate the “data driven council” workstream aspects of the BABC programme.

- Enhanced security features to strengthen our approach to keeping data safe and secure and only accessed by people who are entitled to see it.

3.3 Based on the following assumptions the estimated contract spend will be £334,000:

- The number of user licences does not exceed 277.
- Usage of the tools does not exceed the predicted usage.

3.4 In recommending this approach due diligence has been undertaken to compare the costs against other resellers and frameworks, such as those on a Crown Commercial Services aggregation tender. The preferred reseller, whilst also the current incumbent, has proven to be the least cost of the three resellers that have supplied quotes. A further reseller has been approached and has declined to bid.

Alternative Options	<ol style="list-style-type: none"> 1. Do nothing – this would mean the council would be non-compliant in the use of desktop and server operating systems. 2. Run a separate procurement activity – This would not utilise the combined buying power of the wider government sector, with no guarantee that it would result in an enhanced outcome and would likely incur additional costs and delays to other ongoing ICT projects.
Consultation	Not applicable
Financial Implications	<ol style="list-style-type: none"> 1. There is an approved budget of £336,000 including future indexation and savings from the email security and anti-virus and firewalls contracts for this service in the MTFS. 2. This procurement will deliver a potential saving of £2,000 against budget over the lifetime of the contract and enable other contracts to not be renewed as services are consolidated into a single approach.
Approved by Section 151 Officer	Yes
Legal Implications	<ol style="list-style-type: none"> 1. The procurement will be via direct award on the KCS framework following participation in a Crown Commercial Services aggregation exercise and working with other reseller on the KCS framework to validate pricing. This a framework that has already been tendered and this approach is a permitted and legally compliant method of using the framework.
Approved by Monitoring Officer	Yes
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 1. The provision of the desktop and server operating systems contributes towards the strategic aim of “a council that is fit for the future” as well as a part of the “Better Equipped” workstream of “Being a Better Council”.
Equality, Diversity and Human Rights Implications	Not applicable
Crime & Safety Issues	Not applicable
Environmental Impact	Not applicable

GDPR / Privacy Impact Assessment	Not applicable
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	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
A	No replacement contract is in place for the provision of the desktop and server operating systems and associated software. Kevin Sleeman	Red (severe)	Using a legally compliant framework to directly award a contract.	Green (tolerable)

	Background documents
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	Relevant web links
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