

CITY OF CHENEY
CITY COUNCIL ACTION REQUEST

ISSUE Information Technology - E-mail migration to Windows 365 **AGENDA ITEM#** 22-038

DEPT. OF ORIGIN: Finance **DATE** 3/22/2022

EXHIBITS ATTACHED OR REFERENCED: Resolution F-013
7th Amendment to Intrinium Contract

Council Committee Recommendation Yes No None

DEPT/DEPT HEAD INITIALS	APPROVE	DO NOT APPROVE	NO COMMENT	COMMENTS
Finance	CN			

FISCAL IMPACT	EXPENDITURE REQUIRED \$ 39,825 + Sales Tax + 10% contingency APPROPRIATION REQUESTED \$ 47,700	AMOUNT BUDGETED \$0 *Will use IT reserves to fund migration
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SUMMARY The City is wishing to migrate e-mail to Windows 365 to allow eliminate currently existing outlook issues with the current platform and enhance public records management. Employees will be allowed to access e-mail on a city provided device. The IT fund will pay for the migration using cash reserves. There is a monthly subscription fee of \$1,800 which will be paid through current departmental budgets. After approval, a budget amendment will come forward to fund the expense.

COUNCIL ACTION REQUESTED: D: Approval of Resolution F-013

_____ **APPROVED FOR AGENDA**

_____ **DISAPPROVED**

March 22, 2022

_____ **COUNCIL MEETING DATE**

_____ **MAYOR/CITY ADMINISTRATOR**