

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.59**  
(ID # 22553)

**MEETING DATE:**  
Tuesday, August 01, 2023

**FROM :** SHERIFF-CORONER-PA:

**SUBJECT:** SHERIFF-CORONER-PA: Approve to Increase the Sheriff's spending authority on the Microsoft Enterprise Agreement with Crayon Software Expert, LLC for Microsoft licenses and products for One (1) Years. [All Districts]; [Total Cost – \$1,745,502]; 100% Sheriff's Budget

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve to increase the Sheriff's spending authority on the Microsoft Enterprise Agreement with Crayon Software Expert, LLC for Microsoft licenses and products for an additional amount of \$1,745,502 for fiscal year 2023 – 2024.

**ACTION:**

  
Matthew Jimenez 7/13/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Gutierrez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Perez, Washington, and Gutierrez  
Nays: None  
Absent: None  
Date: August 1, 2023  
xc: Sheriff

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$1,745,502	\$	\$1,745,502	\$
<b>NET COUNTY COST</b>	\$1,745,502	\$	\$1,745,502	\$
<b>SOURCE OF FUNDS:</b> 100% Sheriff's Budget			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	23/24

**C.E.O. RECOMMENDATION:** Approve

3.33 12/27/2019  
BR# 24-013

**BACKGROUND:**

**Summary**

On December 17, 2019 (3.33), the Board approved the Microsoft Enterprise Agreement enrollments for six (6) departments with Crayon Software Experts, LLC for Microsoft licenses and services for 5 years. The 6 departments utilizing this contract are Assessor-Clerk-Recorder, Office of the District Attorney, County Fire Department, Riverside County Information Technology, Riverside County Sheriff's Office (RSO), and Riverside University Health System. The agreement covers licenses for standard Microsoft desktop software products that include Microsoft Windows, Microsoft Office, Office 365, Microsoft Project, Microsoft Visio, etc. It also includes licensing for all Microsoft enterprise server products including Microsoft Windows Server, Microsoft SQL Server, and the Microsoft System Center Suite of products (Configuration Manager, Operations Manager, etc.).

The agreement was executed in FY 2019 and will expire FY 23/24. The combined 5-year costs for 6 departments total \$50,861,972. In addition, the contingency amount of \$3,000,000 was approved, bringing the total contract amount to \$53,861,972. Of this total, the 5-year allocated amount for the Riverside County Sheriff's Office (RSO) is \$8,554,062. Based on the current expenses for Microsoft licenses and products, RSO is requesting to increase the spending authority to cover the renewal cost and new license costs.

**Contract History and Price Reasonableness**

The Purchasing Department in partnership with RCIT issued a bid, Request for Quote (RFQ) #RIVCO-2020-RFQ-0000067, for Riverside County Enrollment for Microsoft licenses, products, and services available on Microsoft Enterprise Agreement #8084445. The bid was posted on publicpurchase.com as a restrictive bid and emailed to all ten awarded LSPs. Upon bid closing, the County determined Crayon Software Experts LLC as the lowest cost and most responsive, responsible bidder that provide the best value to the County. In addition, RCIT leveraged the statewide agreement with Microsoft to negotiate pricing that is two percent below Microsoft's lowest published government rate (Level D) for most of its licensing and is locking prices under a 5-year contract.

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Below reflects the 5-year RSO approved budget amount of \$8,554,062.

	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Total
Approved Amount	\$1,584,882	\$1,661,895	\$1,754,052	\$1,776,616	\$1,776,616	\$8,554,061
Actual Spent	\$1,584,882	\$1,837,860	\$2,038,234	\$2,259,779	Pending	\$7,720,755
Difference	\$0	-\$175,965	-\$284,182	-\$483,163	\$1,776,616	\$833,306

Since inception of the agreement, RSO has spent \$7,720,755 on Microsoft licenses and various Microsoft products/tools over the last four (4) years. Based on the approved amount, the remaining balance of \$833,306 will not be sufficient to cover the projected cost for FY 23/24. RSO is requesting for an additional amount of \$1,745,502, bringing the total spending authority request to \$2,578,808 for FY 23/24.

In the past, RSO would recycle Microsoft Office licenses and reissue them to new employees in order to reduce licensing costs. With the recent and on-going Department of Justice audit, retired or resigned users may not be deleted to ensure all data is preserved in accordance with the audit requirements. This has resulted in the increase of licensing expenses.

The Countywide contract with Crayon Software Experts, LLC shall remain the same.

**Impact on Residents and Businesses**

There is no negative impact on citizens and businesses. The Microsoft Enterprise Agreement allows the County to maintain administrative operations and business continuity throughout the County of Riverside. The master agreement provides maximum discounts and results in departments having the technology they need to meet their goals.

  
 Meghan Hahn, Deputy Director of Procurement 7/12/2023

  
 Stephanie Perez, Deputy Director of Admin. Services 7/26/2023



# Riverside County Board of Supervisors Request to Speak

Submit request to Clerk of Board (right of podium), Speakers are entitled to three (3) minutes, subject to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: Roy Buckner

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Date: \_\_\_\_\_ Agenda # 3:59

### PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

\_\_\_\_\_ Support      \_\_\_\_\_ Oppose      \_\_\_\_\_ Neutral

**Note:** If you are here for an agenda item that is filed for "Appeal", please state separately your position on the appeal below:

\_\_\_\_\_ Support      \_\_\_\_\_ Oppose      \_\_\_\_\_ Neutral

I give my 3 minutes to: \_\_\_\_\_

# BOARD RULES

## **Requests to Address Board on “Agenda” Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

## **Requests to Address Board on items that are “NOT” on the Agenda/Public Comment:**

Notwithstanding any other provisions of these rules, a member of the public shall have the right to address the Board during the mid-morning “Oral Communications” segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES. Donated time is not permitted during Public Comment.

## **Power Point Presentations/Printed Material:**

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board’s Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk’s Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead “Elmo” projector at the Board meeting, please ensure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

## **Individual Speaker Limits:**

**Individual speakers are limited to a maximum of three (3) minutes.** Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the “green” podium light will light. The “yellow” light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the “yellow” light will begin to flash, indicating you must quickly wrap up your comments. Your time is up when the “red” light flashes. The Chairman adheres to a strict three (3) minutes per speaker. ***Note: If you intend to give your time to a “Group/Organized Presentation”, please state so clearly at the very bottom of the reverse side of this form.***

## **Group/Organized Presentations:**

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman’s discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed “Request to Speak” form, and clearly indicated at the bottom of the form.

## **Addressing the Board & Acknowledgement by Chairman:**

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman, may result in removal from the Board Chambers by Sheriff Deputies.