State of California

Board of Equalization
Administration Department—MIC: 69
Telephone: (916) 445-4272

Memorandum

To : Ramon J. Hirsig,
Executive Director

Date : March 11, 2010

From : Liz Houser, Deputy Director
Administration Department

Subject : **APPROVAL OF CONTRACT OVER $1 MILLION**

Your approval is requested to place an Administrative Agenda item before the Board at the March 23-25, 2010, Board Meeting. Because this agreement exceeds $1 million, Board Member approval is required.

- **Microsoft Licenses**

At a cost of approximately $1.5 million, this acquisition will upgrade prior versions of Office to Office 2007 and purchase SharePoint licenses which would be usable by 25% of the Board of Equalization.

To acquire the software, the Board will utilize the Software Licensing Program (SLP), which is administered by the Department of General Services, Procurement Division. The SLP provides extensive software discounts and are negotiated with major software publishers that are then passed on to the state through the SLP contracts established with authorized participating resellers. SLP contracts are established to reduce the need for individual departments to conduct repetitive acquisitions for proprietary software licenses and software upgrades without taking advantage of the large volume discounts offered by the software publishers.

With your approval, the Board Proceedings Division will place this item on the Public Agenda Notice. If you have any questions or wish to discuss the Board's contract further, please call Suzan Bills at 327-9517.

LH:lk

Approved _____
Ramon J. Hirsig
Executive Director

BOARD APPROVED
At the 3/25/10 Board Meeting

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Diane Olson, Chief
Board Proceedings Division