



## Takoma Park City Council Meeting – June 14, 2017 Agenda Item 2E

### **Voting Session (Consent Agenda)**

Single Reading Ordinance Authorizing the Purchase of Email Licenses

### **Recommended Council Action**

Approve ordinance for purchase of email licenses.

### **Context with Key Issues**

The City has used Novell GroupWise (which was recently acquired by a company called Micro Focus) for email, calendaring, and storing contacts for over 20 years. About two years ago, the City's Technology Steering Committee recommended transitioning to a new email solution beginning in FY 2018. The recommendation was based on negative feedback received from end-users about GroupWise and the recognition of advantages to switching to a new service provider. The Committee reviewed both Microsoft 365 and Google's G-Suite solutions, and ultimately decided that G-Suite was the best option for the City. A major consideration was that quotes received for Microsoft 365 were about three times higher than G-Suite.

Some advantages of switching from GroupWise to G-Suite include:

- Ease of access (the interface is the same regardless of whether you are connected to the City's network)
- Improved stability (GroupWise's native client is prone to very frequent crashing)
- There will no longer be a need to archive emails (G-Suite offers a minimum of 1TB of space per user)
- Faster, more reliable email searches, 99.9% uptime, with no disruptions because of maintenance
- New opportunities for communicating and collaborating with each other (instant messaging, creation of Google groups, Docs, Sheets, etc.)
- New ways of sharing files currently stored on servers that will be accessible from any device

### **Council Priority**

Engaged, responsive and service oriented government

### **Environmental Impact of Action**

Less energy use since an on-site server is not required with G-Suite.

### **Fiscal Impact of Action**

The FY 2018 budget includes \$21,100 for the transition to G-Suite. We expect licenses for the organization will cost slightly less than that amount per year, but seek approval to spend up to that amount as required.

**Racial Equity Impact Statement**

We do not believe this Council action will disproportionately impact any particular group.

**Attachments and Links**

Single Reading Ordinance Authorizing the Purchase of Email Licenses

Introduced by:

Single Reading Ordinance

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE NO. 2017-**

**AUTHORIZING PURCHASE OF G-SUITE LICENSES**

WHEREAS, the City's Technology Steering Committee recommends that the City transition to a new email and calendaring solution; and

WHEREAS, the Technology Steering Committee's recommendation is based on negative feedback from end-users about the current email and calendaring solution and recognition of advantages to switching to a new service provide; and

WHEREAS, the Technology Steering Committee believes Google's G-Suite product will effectively meet the email and calendaring needs of the organization, and also provide new opportunities for communication, file sharing, and collaborative working; and

WHEREAS, funding for this purchase is included in the FY 2018 budget.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager or his designee is authorized to enter into an agreement to purchase G-Suite licenses at a cost of up to \$21,100.

SECTION 2. This Ordinance shall become effective immediately.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: