



Winnebago County

*The Wave of the Future*

**AMENDED**

**INFORMATION TECHNOLOGY COMMITTEE**

**WEDNESDAY, MARCH 6, 2024 @ 6:00 PM**

SUSAN T. ERTMER CONFERENCE ROOM 120

DAVID W. ALBRECHT ADMINISTRATION BUILDING, GROUND FLOOR

112 OTTER AVENUE OSHKOSH, WI

**To view this meeting via Teams, please use this link:**

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTRkNWYwYTgtOWZjYi00ZDgzLWJiOGYtMzM4M2VmNjE3NTA5%40thread.v2/0?context=%7b%22Tid%22%3a%22ccb3a056-d9cd-4691-9d4e-b5d2ccbabd8b%22%2c%22Oid%22%3a%22c4e00519-8f57-40dd-99b8-e7c4234e3083%22%7d)

[join/19%3ameeting\\_YTRkNWYwYTgtOWZjYi00ZDgzLWJiOGYtMzM4M2VmNjE3NTA5%40thread.v2/0?context=%7b%22Tid%22%3a%22ccb3a056-d9cd-4691-9d4e-b5d2ccbabd8b%22%2c%22Oid%22%3a%22c4e00519-8f57-40dd-99b8-e7c4234e3083%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTRkNWYwYTgtOWZjYi00ZDgzLWJiOGYtMzM4M2VmNjE3NTA5%40thread.v2/0?context=%7b%22Tid%22%3a%22ccb3a056-d9cd-4691-9d4e-b5d2ccbabd8b%22%2c%22Oid%22%3a%22c4e00519-8f57-40dd-99b8-e7c4234e3083%22%7d)

Meeting ID:285 372 143 946

Passcode:qJqq7E

Via telephone- dial

A Regular Business Meeting of the Winnebago County Information Technology Committee will be held on Wednesday, March 6, 2024, at 6:00 PM in the Susan T. Ertmer Conference Room 120 of the David W. Albrecht Administration Building, 112 Otter Avenue Oshkosh, Wisconsin.

At this meeting, the following will be presented to the Committee for its consideration:

**A. Call to Order**

**B. Approve Agenda**

**C. Public comments**

**D. Approval of Minutes**

1. October 24, 2023 Meeting Minutes

**E. Business Items**

Action may be taken on any business items.

1. Consideration/Vote: Approve Microsoft Licensing 3-year contract

2. Action Item: Consideration/Vote: 2023 Year End Salary Contingency Budget Amendment - Information Technology - \$45,531.

**F. Next Meeting Date**

**G. Adjourn**

*Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office of the County Clerk. Phone Number: 920-232-3430*

## 10/24/2023 IT Committee

1.) Call to order: 6:00PM

Present: Chairman Gustafson, Secretary Floam, Supervisor Borchart, Supervisor Ernst, and Mr. Brennand

Also Present: Director Francour, Director Collard

Absent: Vice Chairwoman Dowling

2.) Chairman Gustafson entertained a motion to adopt the agenda. Secretary Floam made a motion to adopt the agenda which was seconded by Mr. Brennand. The agenda was adopted 5-0.

3.) No public comments were made.

4.) Chairman Gustafson entertained a motion to accept the 7/13/23 IT Committee meeting minutes. Supervisor Floam made a motion to accept the minutes which was seconded by Supervisor Ernst. The 7/13/23 IT Committee meeting minutes were adopted 5-0.

5.) Director Collard reviewed the county budget process with the committee. Director Francour reviewed the two budgets under the jurisdiction of the IT Department (1022 for operations and 1023 for technology replacement). Members asked Director Collard and Director Francour their questions about both budgets and the budget process.

6.) Director Francour gave her department report as well as a staffing update. The department is down one staff.

7.) The next meeting will be planned for the end of January of 2024 with a more solidified time to be determined. Supervisor Borchart asked if the committee could be mailed a paper copy of the agenda packet in the future.

8.) The committee adjourned at 6:38PM.



**Enterprise Quote  
for**

**Winnebago County**

Unless otherwise noted, All Quotes expire upon current month's end

**Annual Payment**  
Customer to make three annual payments to CDW-G

Microsoft Part #	Description	Level	Quantity	Year 1		Year 2		Year 3			
				Price	Extended	Price	Extended	Price	Extended		
<b>Online Services</b>											
AAD-34704	M365 G3 Unified FUSL GCC Sub Per User	D	1227	\$ 416.28	\$ 510,775.56	\$ 416.28	\$ 510,775.56	\$ 416.28	\$ 510,775.56		
AAL-45735	M365 G5 GCC Sub Per User	D	3	\$ 659.10	\$ 1,977.30	\$ 659.10	\$ 1,977.30	\$ 659.10	\$ 1,977.30		
8ZZ-00001	M365 G5 Security GCC Sub Per User	D	1227	\$ 138.76	\$ 170,258.52	\$ 138.76	\$ 170,258.52	\$ 138.76	\$ 170,258.52		
7JI-00001	Defender Endpoint Server GCC Sub	D	130	\$ 58.08	\$ 7,550.40	\$ 58.08	\$ 7,550.40	\$ 58.08	\$ 7,550.40		
HWT-00001	Visio P1 GCC Sub Per User	D	9	\$ 49.14	\$ 442.26	\$ 49.14	\$ 442.26	\$ 49.14	\$ 442.26		
P3U-00001	Visio P2 GCC Sub Per User	D	1	\$ 147.43	\$ 147.43	\$ 147.43	\$ 147.43	\$ 147.43	\$ 147.43		
<b>Licenses &amp; Software Assurance</b>											
312-02257	Exchange Server Standard ALng SA	D	2	\$ 137.71	\$ 275.42	\$ 137.71	\$ 275.42	\$ 137.71	\$ 275.42		
7NQ-00292	SQL Server Standard Core ALng SA 2L	D	40	\$ 697.47	\$ 27,898.80	\$ 697.47	\$ 27,898.80	\$ 697.47	\$ 27,898.80		
77D-00111	Visual Studio Pro MSDN ALng SA	D	6	\$ 332.05	\$ 1,992.30	\$ 332.05	\$ 1,992.30	\$ 332.05	\$ 1,992.30		
9GA-00313	CIS Suite Standard Core ALng SA 2L	D	8	\$ 38.50	\$ 308.00	\$ 38.50	\$ 308.00	\$ 38.50	\$ 308.00		
9EA-00278	Win Server DC Core ALng SA 2L	D	260	\$ 136.13	\$ 35,393.80	\$ 136.13	\$ 35,393.80	\$ 136.13	\$ 35,393.80		
9EM-00270	Win Server Standard Core ALng SA 2L	D	78	\$ 20.89	\$ 1,629.42	\$ 20.89	\$ 1,629.42	\$ 20.89	\$ 1,629.42		
<b>Year 1 Total</b>					<b>\$ 758,649.21</b>	<b>Year 2 Total</b>		<b>\$ 758,649.21</b>	<b>Year 3 Total</b>		<b>\$ 758,649.21</b>
<b>Three Year Total</b>				<b>\$ 2,275,947.63</b>							

**Notes**

Renewal quote for EA #: 6699608 - Expires 4/30/24

**Terms & Conditions**

Terms and Conditions of sales and services projects are governed by the terms at:  
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

# Program Signature Form

MBA/MBSA number		5-0000006892727
Agreement number	8787927	

**Note:** Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
<Choose Agreement>	
Enterprise Enrollment	X20-10635 (new)
<Choose Enrollment/Registration>	
Enrollment Amendment	M97 (new)
Product Selection Form	1067540.003

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer
Name of Entity (must be legal entity name)* Winnebago County
Signature* <u>Jennifer Ruetten</u>
Printed First and Last Name Jennifer Ruetten
Printed Title Technical Support Supervisor
Signature Date* 4-28-2021
Tax ID

\* indicates required field

Microsoft Affiliate
<b>Microsoft Corporation</b>
<b>Signature</b> _____ <b>Printed First and Last Name</b> <b>Printed Title</b> <b>Signature Date</b> <small>(date Microsoft Affiliate countersigns)</small>
<b>Agreement Effective Date</b> <small>(may be different than Microsoft's signature date)</small>

**Optional 2<sup>nd</sup> Customer signature or Outsourcer signature (if applicable)**

Customer
<b>Name of Entity (must be legal entity name)*</b> <b>Signature*</b> _____ <b>Printed First and Last Name*</b> <b>Printed Title</b> <b>Signature Date*</b>

*\* indicates required field*

Outsourcer
<b>Name of Entity (must be legal entity name)*</b> <b>Signature*</b> _____ <b>Printed First and Last Name*</b> <b>Printed Title</b> <b>Signature Date*</b>

*\* indicates required field*

If Customer requires additional contacts or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

**Microsoft Corporation**  
 Dept. 551, Volume Licensing  
 6880 Sierra Center Parkway  
 Reno, Nevada 89511  
 USA

## Enterprise Enrollment

## State and Local

Enterprise Enrollment number  
(Microsoft to complete)Framework ID  
(if applicable)Previous Enrollment number  
(Reseller to complete)

6466846

**This Enrollment must be attached to a signature form to be valid.**

This Microsoft Enterprise Enrollment is entered into between the entities as identified in the signature form as of the effective date. Enrolled Affiliate represents and warrants it is the same Customer, or an Affiliate of the Customer, that entered into the Enterprise Agreement identified on the program signature form.

This Enrollment consists of: (1) these terms and conditions, (2) the terms of the Enterprise Agreement identified on the signature form, (3) the Product Selection Form, (4) the Product Terms, (5) the Online Services Terms, (6) any Supplemental Contact Information Form, Previous Agreement/Enrollment form, and other forms that may be required, and (7) any order submitted under this Enrollment. This Enrollment may only be entered into under a 2011 or later Enterprise Agreement. By entering into this Enrollment, Enrolled Affiliate agrees to be bound by the terms and conditions of the Enterprise Agreement.

All terms used but not defined are located at <http://www.microsoft.com/licensing/contracts>. In the event of any conflict the terms of this Agreement control.

**Effective date.** If Enrolled Affiliate is renewing Software Assurance or Subscription Licenses from one or more previous Enrollments or agreements, then the effective date will be the day after the first prior Enrollment or agreement expires or terminates. If this Enrollment is renewed, the effective date of the renewal term will be the day after the Expiration Date of the initial term. Otherwise, the effective date will be the date this Enrollment is accepted by Microsoft. Any reference to "anniversary date" refers to the anniversary of the effective date of the applicable initial or renewal term for each year this Enrollment is in effect.

**Term.** The initial term of this Enrollment will expire on the last day of the month, 36 full calendar months from the effective date of the initial term. The renewal term will expire 36 full calendar months after the effective date of the renewal term.

## Terms and Conditions

### 1. Definitions.

Terms used but not defined in this Enrollment will have the definition in the Enterprise Agreement. The following definitions are used in this Enrollment:

"Additional Product" means any Product identified as such in the Product Terms and chosen by Enrolled Affiliate under this Enrollment.

"Community" means the community consisting of one or more of the following: (1) a Government, (2) an Enrolled Affiliate using eligible Government Community Cloud Services to provide solutions to a Government or a qualified member of the Community, or (3) a Customer with Customer Data that is subject to Government regulations for which Customer determines and Microsoft agrees that the use of Government Community Cloud Services is appropriate to meet Customer's regulatory requirements.

Membership in the Community is ultimately at Microsoft's discretion, which may vary by Government Community Cloud Service.

"Enterprise Online Service" means any Online Service designated as an Enterprise Online Service in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Online Services are treated as Online Services, except as noted.

"Enterprise Product" means any Desktop Platform Product that Microsoft designates as an Enterprise Product in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Products must be licensed for all Qualified Devices and Qualified Users on an Enterprise-wide basis under this program.

"Expiration Date" means the date upon which the Enrollment expires.

"Federal Agency" means a bureau, office, agency, department or other entity of the United States Government.

"Government" means a Federal Agency, State/Local Entity, or Tribal Entity acting in its governmental capacity.

"Government Community Cloud Services" means Microsoft Online Services that are provisioned in Microsoft's multi-tenant data centers for exclusive use by or for the Community and offered in accordance with the National Institute of Standards and Technology (NIST) Special Publication 800-145. Microsoft Online Services that are Government Community Cloud Services are designated as such in the Use Rights and Product Terms.

"Industry Device" (also known as line of business device) means any device that: (1) is not useable in its deployed configuration as a general purpose personal computing device (such as a personal computer), a multi-function server, or a commercially viable substitute for one of these systems; and (2) only employs an industry or task-specific software program (e.g. a computer-aided design program used by an architect or a point of sale program) ("Industry Program"). The device may include features and functions derived from Microsoft software or third-party software. If the device performs desktop functions (such as email, word processing, spreadsheets, database, network or Internet browsing, or scheduling, or personal finance), then the desktop functions: (1) may only be used for the purpose of supporting the Industry Program functionality; and (2) must be technically integrated with the Industry Program or employ technically enforced policies or architecture to operate only when used with the Industry Program functionality.

"Managed Device" means any device on which any Affiliate in the Enterprise directly or indirectly controls one or more operating system environments. Examples of Managed Devices can be found in the Product Terms.

"Qualified Device" means any device that is used by or for the benefit of Enrolled Affiliate's Enterprise and is: (1) a personal desktop computer, portable computer, workstation, or similar device capable of running Windows Pro locally (in a physical or virtual operating system environment), or (2) a device used to access a virtual desktop infrastructure ("VDI"). Qualified Devices do not include any device that is: (1) designated as a server and not used as a personal computer, (2) an Industry Device, or (3) not a Managed Device. At its option, the Enrolled Affiliate may designate any device excluded above (e.g., Industry Device) that is used by or for the benefit of the Enrolled Affiliate's Enterprise as a Qualified Device for all or a subset of Enterprise Products or Online Services the Enrolled Affiliate has selected.

"Qualified User" means a person (e.g., employee, consultant, contingent staff) who: (1) is a user of a Qualified Device, or (2) accesses any server software requiring an Enterprise Product Client Access License or any Enterprise Online Service. It does not include a person who accesses server software or an Online Service solely under a License identified in the Qualified User exemptions in the Product Terms.

"Reseller" means an entity authorized by Microsoft to resell Licenses under this program and engaged by an Enrolled Affiliate to provide pre- and post-transaction assistance related to this agreement;

"Reserved License" means for an Online Service identified as eligible for true-ups in the Product Terms, the License reserved by Enrolled Affiliate prior to use and for which Microsoft will make the Online Service available for activation.

"State/Local Entity" means (1) any agency of a state or local government in the United States, or (2) any United States county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state's jurisdiction and geographic boundaries.

"Tribal Entity" means a federally-recognized tribal entity performing tribal governmental functions and eligible for funding and services from the U.S. Department of Interior by virtue of its status as an Indian tribe.

"Use Rights" means, with respect to any licensing program, the use rights or terms of service for each Product and version published for that licensing program at the Volume Licensing Site and updated from time to time. The Use Rights include the Product-Specific License Terms, the License Model terms, the Universal License Terms, the Data Protection Terms, and the Other Legal Terms. The Use Rights supersede the terms of any end user license agreement (on-screen or otherwise) that accompanies a Product.

"Volume Licensing Site" means <http://www.microsoft.com/licensing/contracts> or a successor site.

## 2. **Order requirements.**

- a. **Minimum order requirements.** Enrolled Affiliate's Enterprise must have a minimum of 250 Qualified Users or Qualified Devices. The initial order must include at least 250 Licenses for Enterprise Products or Enterprise Online Services.
  - (i) **Enterprise commitment.** Enrolled Affiliate must order enough Licenses to cover all Qualified Users or Qualified Devices, depending on the License Type, with one or more Enterprise Products or a mix of Enterprise Products and the corresponding Enterprise Online Services (as long as all Qualified Devices not covered by a License are only used by users covered with a user License).
  - (ii) **Enterprise Online Services only.** If no Enterprise Product is ordered, then Enrolled Affiliate need only maintain at least 250 Subscription Licenses for Enterprise Online Services.
- b. **Additional Products.** Upon satisfying the minimum order requirements above, Enrolled Affiliate may order Additional Products.
- c. **Use Rights for Enterprise Products.** For Enterprise Products, if a new Product version has more restrictive use rights than the version that is current at the start of the applicable initial or renewal term of the Enrollment, those more restrictive use rights will not apply to Enrolled Affiliate's use of that Product during that term.
- d. **Country of usage.** Enrolled Affiliate must specify the countries where Licenses will be used on its initial order and on any additional orders.
- e. **Resellers.** Enrolled Affiliate must choose and maintain a Reseller authorized in the United States. Enrolled Affiliate will acquire its Licenses through its chosen Reseller. Orders must be submitted to the Reseller who will transmit the order to Microsoft. The Reseller and Enrolled Affiliate determine pricing and payment terms as between them, and Microsoft will invoice the Reseller based on those terms. Throughout this Agreement the term "price" refers to reference price. Resellers and other third parties do not have authority to bind or impose any obligation or liability on Microsoft.
- f. **Adding Products.**
  - (i) **Adding new Products not previously ordered.** New Enterprise Products or Enterprise Online Services may be added at any time by contacting a Microsoft Account Manager or Reseller. New Additional Products, other than Online Services, may be used if an order is placed in the month the Product is first used. For Additional Products that are Online Services, an initial order for the Online Service is required prior to use.

(ii) **Adding Licenses for previously ordered Products.** Additional Licenses for previously ordered Products other than Online Services may be added at any time but must be included in the next true-up order. Additional Licenses for Online Services must be ordered prior to use, unless the Online Services are (1) identified as eligible for true-up in the Product Terms or (2) included as part of other Licenses.

**g. True-up requirements.** Enrolled Affiliate must submit an annual true-up order that accounts for any changes since the initial order or last order. If there are no changes, then an update statement must be submitted instead of a true-up order.

(i) **Enterprise Products.** For Enterprise Products, Enrolled Affiliate must determine the number of Qualified Devices and Qualified Users (if ordering user-based Licenses) at the time the true-up order is placed and must order additional Licenses for all Qualified Devices and Qualified Users that are not already covered by existing Licenses, including any Enterprise Online Services.

(ii) **Additional Products.** For Additional Products that have been previously ordered under this Enrollment, Enrolled Affiliate must determine the maximum number of Additional Products used since the latter of the initial order, the last true-up order, or the prior anniversary date and submit a true-up order that accounts for any increase.

(iii) **Online Services.** For Online Services identified as eligible for true-up in the Product Terms, Enrolled Affiliate may place a reservation order for the additional Licenses prior to use and payment may be deferred until the next true-up order. Microsoft will provide a report of Reserved Licenses ordered but not yet invoiced to Enrolled Affiliate and its Reseller. Reserved Licenses will be invoiced retrospectively to the month in which they were ordered.

(iv) **Subscription License reductions.** Enrolled Affiliate may reduce the quantity of Subscription Licenses at the Enrollment anniversary date on a prospective basis if permitted in the Product Terms, as follows:

- 1) For Subscription Licenses that are part of an Enterprise-wide purchase, Licenses may be reduced if the total quantity of Licenses and Software Assurance for an applicable group meets or exceeds the quantity of Qualified Devices and Qualified Users (if ordering user-based Licenses) identified on the Product Selection Form, and includes any additional Qualified Devices and Qualified Users added in any prior true-up orders. Step-up Licenses do not count towards this total count.
- 2) For Enterprise Online Services that are not a part of an Enterprise-wide purchase, Licenses can be reduced as long as the initial order minimum requirements are maintained.
- 3) For Additional Products available as Subscription Licenses, Enrolled Affiliate may reduce the Licenses. If the License count is reduced to zero, then Enrolled Affiliate's use of the applicable Subscription License will be cancelled.

Invoices will be adjusted to reflect any reductions in Subscription Licenses at the true-up order Enrollment anniversary date and effective as of such date.

(v) **Update statement.** An update statement must be submitted instead of a true-up order if, since the initial order or last true-up order, Enrolled Affiliate's Enterprise: (1) has not changed the number of Qualified Devices and Qualified Users licensed with Enterprise Products or Enterprise Online Services; and (2) has not increased its usage of Additional Products. This update statement must be signed by Enrolled Affiliate's authorized representative.

(vi) **True-up order period.** The true-up order or update statement must be received by Microsoft between 60 and 30 days prior to each Enrollment anniversary date. The third-year true-up order or update statement is due within 30 days prior to the Expiration Date, and any license reservations within this 30 day period will not be accepted. Enrolled Affiliate

may submit true-up orders more often to account for increases in Product usage, but an annual true-up order or update statement must still be submitted during the annual order period.

**(vii) Late true-up order.** If the true-up order or update statement is not received when due, Microsoft will invoice Reseller for all Reserved Licenses not previously invoiced and Subscription License reductions cannot be reported until the following Enrollment anniversary date (or at Enrollment renewal, as applicable).

- h. Step-up Licenses.** For Licenses eligible for a step-up under this Enrollment, Enrolled Affiliate may step-up to a higher edition or suite as follows:
  - (i)** For step-up Licenses included on an initial order, Enrolled Affiliate may order according to the true-up process.
  - (ii)** If step-up Licenses are not included on an initial order, Enrolled Affiliate may step-up initially by following the process described in the Section titled "Adding new Products not previously ordered," then for additional step-up Licenses, by following the true-up order process.
- i. Clerical errors.** Microsoft may correct clerical errors in this Enrollment, and any documents submitted with or under this Enrollment, by providing notice by email and a reasonable opportunity for Enrolled Affiliate to object to the correction. Clerical errors include minor mistakes, unintentional additions and omissions. This provision does not apply to material terms, such as the identity, quantity or price of a Product ordered.
- j. Verifying compliance.** Microsoft may, in its discretion and at its expense, verify compliance with this Enrollment as set forth in the Enterprise Agreement.

### **3. Pricing.**

- a. Price Levels.** For both the initial and any renewal term Enrolled Affiliate's Price Level for all Products ordered under this Enrollment will be Level "D" throughout the term of the Enrollment.
- b. Setting Prices.** Enrolled Affiliate's prices for each Product or Service will be established by its Reseller. Except for Online Services designated in the Product Terms as being exempt from fixed pricing, As long as Enrolled Affiliate continues to qualify for the same price level, Microsoft's prices for Resellers for each Product or Service ordered will be fixed throughout the applicable initial or renewal Enrollment term. Microsoft's prices to Resellers are reestablished at the beginning of the renewal term.

### **4. Payment terms.**

For the initial or renewal order, Microsoft will invoice Enrolled Affiliate's Reseller in three equal annual installments. . The first installment will be invoiced upon Microsoft's acceptance of this Enrollment and remaining installments will be invoiced on each subsequent Enrollment anniversary date. Subsequent orders are invoiced upon acceptance of the order and Enrolled Affiliate may elect to pay annually or upfront for Online Services and upfront for all other Licenses.

### **5. End of Enrollment term and termination.**

- a. General.** At the Expiration Date, Enrolled Affiliate must immediately order and pay for Licenses for Products it has used but has not previously submitted an order, except as otherwise provided in this Enrollment.
- b. Renewal option.** At the Expiration Date of the initial term, Enrolled Affiliate can renew Products by renewing this Enrollment for one additional 36-month term or by signing a new Enrollment. Microsoft must receive a Renewal Form, Product Selection Form, and renewal order prior to or at the Expiration Date. Microsoft will not unreasonably reject any renewal.

Microsoft may make changes to this program that will make it necessary for Customer and its Enrolled Affiliates to enter into new agreements and Enrollments at renewal.

**c. If Enrolled Affiliate elects not to renew.**

(i) **Software Assurance.** If Enrolled Affiliate elects not to renew Software Assurance for any Product under its Enrollment, then Enrolled Affiliate will not be permitted to order Software Assurance later without first acquiring a new License with Software Assurance.

(ii) **Online Services eligible for an Extended Term.** For Online Services identified as eligible for an Extended Term in the Product Terms, the following options are available at the end of the Enrollment initial or renewal term.

1) **Extended Term.** Licenses for Online Services will automatically expire in accordance with the terms of the Enrollment. An extended term feature that allows Online Services to continue month-to-month ("Extended Term") is available. During the Extended Term, Online Services will be invoiced monthly at the then-current published price as of the Expiration Date plus a 3% administrative fee for up to one year. If Enrolled Affiliate wants an Extended Term, Enrolled Affiliate must submit a request to Microsoft at least 30 days prior to the Expiration Date.

2) **Cancellation during Extended Term.** At any time during the first year of the Extended Term, Enrolled Affiliate may terminate the Extended Term by submitting a notice of cancellation to Microsoft for each Online Service. Thereafter, either party may terminate the Extended Term by providing the other with a notice of cancellation for each Online Service. Cancellation will be effective at the end of the month following 30 days after Microsoft has received or issued the notice.

(iii) **Subscription Licenses and Online Services not eligible for an Extended Term.** If Enrolled Affiliate elects not to renew, the Licenses will be cancelled and will terminate as of the Expiration Date. Any associated media must be uninstalled and destroyed and Enrolled Affiliate's Enterprise must discontinue use. Microsoft may request written certification to verify compliance.

**d. Termination for cause.** Any termination for cause of this Enrollment will be subject to the "Termination for cause" section of the Agreement. In addition, it shall be a breach of this Enrollment if Enrolled Affiliate or any Affiliate in the Enterprise that uses Government Community Cloud Services fails to meet and maintain the conditions of membership in the definition of Community.

**e. Early termination.** Any early termination of this Enrollment will be subject to the "Early Termination" Section of the Enterprise Agreement.

For Subscription Licenses, in the event of a breach by Microsoft, or if Microsoft terminates an Online Service for regulatory reasons, Microsoft will issue Reseller a credit for any amount paid in advance for the period after termination.

## **6. Government Community Cloud.**

**a. Community requirements.** If Enrolled Affiliate purchases Government Community Cloud Services, Enrolled Affiliate certifies that it is a member of the Community and agrees to use Government Community Cloud Services solely in its capacity as a member of the Community and, for eligible Government Community Cloud Services, for the benefit of end users that are members of the Community. Use of Government Community Cloud Services by an entity that is not a member of the Community or to provide services to non-Community members is strictly prohibited and could result in termination of Enrolled Affiliate's license(s) for Government Community Cloud Services without notice. Enrolled Affiliate acknowledges that only Community members may use Government Community Cloud Services.

**b.** All terms and conditions applicable to non-Government Community Cloud Services also apply

to their corresponding Government Community Cloud Services, except as otherwise noted in the Use Rights, Product Terms, and this Enrollment.

- c. Enrolled Affiliate may not deploy or use Government Community Cloud Services and corresponding non-Government Community Cloud Services in the same domain.
- d. **Use Rights for Government Community Cloud Services.** For Government Community Cloud Services, notwithstanding anything to the contrary in the Use Rights:
  - (i) Government Community Cloud Services will be offered only within the United States.
  - (ii) Additional European Terms, as set forth in the Use Rights, will not apply.
  - (iii) References to geographic areas in the Use Rights with respect to the location of Customer Data at rest, as set forth in the Use Rights, refer only to the United States.

## Enrollment Details

### 1. Enrolled Affiliate's Enterprise.

- a. Identify which Agency Affiliates are included in the Enterprise. (Required) Enrolled Affiliate's Enterprise must consist of entire offices, bureaus, agencies, departments or other entities of Enrolled Affiliate, not partial offices, bureaus, agencies, or departments, or other partial entities. Check only one box in this section. If no boxes are checked, Microsoft will deem the Enterprise to include the Enrolled Affiliate only. If more than one box is checked, Microsoft will deem the Enterprise to include the largest number of Affiliates:

- Enrolled Affiliate only
- Enrolled Affiliate and all Affiliates
- Enrolled Affiliate and the following Affiliate(s) (Only identify specific affiliates to be included if fewer than all Affiliates are to be included in the Enterprise):

- Enrolled Affiliate and all Affiliates, with following Affiliate(s) excluded:

- b. Please indicate whether the Enrolled Affiliate's Enterprise will include all new Affiliates acquired after the start of this Enrollment: Exclude future Affiliates

### 2. Contact information.

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (\*) indicate required fields. By providing contact information, Enrolled Affiliate consents to its use for purposes of administering this Enrollment by Microsoft, its Affiliates, and other parties that help administer this Enrollment. The personal information provided in connection with this Enrollment will be used and protected in accordance with the privacy statement available at <https://www.microsoft.com/licensing/servicecenter>.

- a. **Primary contact.** This contact is the primary contact for the Enrollment from within Enrolled Affiliate's Enterprise. This contact is also an Online Administrator for the Volume Licensing Service Center and may grant online access to others. The primary contact will be the default contact for all purposes unless separate contacts are identified for specific purposes

**Name of entity (must be legal entity name)\*** Winnebago County

**Contact name\* First** Jennifer **Last** Ruetten

**Contact email address\*** JRuetten@co.winnebago.wi.us

**Street address\*** 112 Otter St

**City\*** Oshkosh

**State\*** WI  
**Postal code\*** 54901-5008  
(Please provide the zip + 4, e.g. xxxxx-xxxx)  
**Country\*** USA  
**Phone\*** 920-236-4880  
**Tax ID**

*\* indicates required fields*

- b. Notices contact and Online Administrator.** This contact (1) receives the contractual notices, (2) is the Online Administrator for the Volume Licensing Service Center and may grant online access to others, and (3) is authorized to order Reserved Licenses for eligible Online Services, including adding or reassigning Licenses and stepping-up prior to a true-up order.

Same as primary contact (default if no information is provided below, even if the box is not checked).

**Contact name\*** First Last

**Contact email address\***

**Street address\***

**City\***

**State\***

**Postal code\*** -

(Please provide the zip + 4, e.g. xxxxx-xxxx)

**Country\***

**Phone\***

**Language preference.** Choose the language for notices. English

This contact is a third party (not the Enrolled Affiliate). Warning: This contact receives personally identifiable information of the Customer and its Affiliates.

*\* indicates required fields*

- c. Online Services Manager.** This contact is authorized to manage the Online Services ordered under the Enrollment and (for applicable Online Services) to add or reassign Licenses and step-up prior to a true-up order.

Same as notices contact and Online Administrator (default if no information is provided below, even if box is not checked)

**Contact name\*:** First Last

**Contact email address\***

**Phone\***

This contact is from a third party organization (not the entity). Warning: This contact receives personally identifiable information of the entity.

*\* indicates required fields*

- d. Reseller information.** Reseller contact for this Enrollment is:

**Reseller company name\*** CDW Logistics, Inc.

**Street address (PO boxes will not be accepted)\*** 200 N Milwaukee Ave

**City\*** Vernon Hills

**State\*** IL

**Postal code\*** 60061

**Country\*** USA

**Contact name\*** Patrick McCormack

**Phone\*** 312-705-5675

**Contact email address\*** patrick.mccormack@cdw.com

*\* indicates required fields*

By signing below, the Reseller identified above confirms that all information provided in this Enrollment is correct.

<b>Signature*</b> _____ <b>Printed name*</b> <b>Printed title*</b> <b>Date*</b>
--

*\* indicates required fields*

**Changing a Reseller.** If Microsoft or the Reseller chooses to discontinue doing business with each other, Enrolled Affiliate must choose a replacement Reseller. If Enrolled Affiliate or the Reseller intends to terminate their relationship, the initiating party must notify Microsoft and the other party using a form provided by Microsoft at least 90 days prior to the date on which the change is to take effect.

- e. If Enrolled Affiliate requires a separate contact for any of the following, attach the Supplemental Contact Information form. *Otherwise, the notices contact and Online Administrator remains the default.*
- (i) Additional notices contact
  - (ii) Software Assurance manager
  - (iii) Subscriptions manager
  - (iv) Customer Support Manager (CSM) contact

### **3. Financing elections.**

Is a purchase under this Enrollment being financed through MS Financing?  Yes,  No.

If a purchase under this Enrollment is financed through MS Financing, and Enrolled Affiliate chooses not to finance any associated taxes, it must pay these taxes directly to Microsoft.

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

**This Amendment must be attached to a signature form to be valid.**

**Microsoft Internal Use Only:**

(M97)EnrAmend(Ind)(InvoiceforQuotedPrice)(WW)(ENG)(Oct2020)(IU).docx		M97	B
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## Amendment to Contract Documents

Enrollment Number

5-0000006892727

This amendment ("Amendment") is entered into between the parties identified on the attached program signature form. It amends the Enrollment or Agreement identified above. All terms used but not defined in this Amendment will have the same meanings provided in that Enrollment or Agreement.

### Enterprise Enrollment (Indirect) Invoice for Quoted Price Amendment ID M97

The price quoted to Enrolled Affiliate's Reseller is a fixed price based on an estimated order submission date. Microsoft will invoice Enrolled Affiliate's Reseller based on this fixed price quote. If this order is submitted later than the estimated order submission date, Enrolled Affiliate's Reseller will be charged for net new Monthly Subscriptions (including Online Services) for the period during which these services were not provided. Pricing to Enrolled Affiliate is agreed between Enrolled Affiliate and Enrolled Affiliate's Reseller.

SKU Number	SKU Description	Existing Quantity	Incremental quantities
4ZF-00033	WINVDAPerDvc ALNG SubsVL MVL Pltfrm PerDvc	186	
AAD-34698	M365 E3 Addon GCC Unified ShrdSvr ALNG SubsVL MVL touserCoreCal		1
6V2-00002	O365GCCE1AddOn ShrdSvr ALNG SubsVL MVL AddOn touserCoreCAL		1
AAA-11889	O365GovE3 ShrdSvr ALNG SubsVL MVL AddOn touserCoreCALw/OPP	1	

Except for changes made by this Amendment, the Enrollment or Agreement identified above remains unchanged and in full force and effect. If there is any conflict between any provision in this Amendment and any provision in the Enrollment or Agreement identified above, this Amendment shall control.

**This Amendment must be attached to a signature form to be valid.**

**Microsoft Internal Use Only:**

(M97)EnrAmend(Ind)(InvoiceforQuotedPrice)(WW)(ENG)(Oct2020)(IU).docx		M97	B
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Proposal ID

1067540.004

Enrollment Number

Language: English (United States)

Enrolled Affiliate's Enterprise Products and Enterprise Online Services summary for the initial order:					
Profile	Qualified Devices	Qualified Users	Device / User Ratio	Enterprise Product Platform	CAL Licensing Model
Enterprise	983	1,140	0.9	Yes	User Licenses

Products	Enterprise Quantity
<b>Office Professional Plus</b>	
Office Professional Plus	983
<b>Office 365 Plans</b>	
Office 365 (Plan G1) Add On	1
Office 365 (Plan G3) Add On	1
<b>Client Access License (CAL)</b>	
<b>Core CAL</b>	
Core CAL	1,140
<b>Windows Desktop</b>	
Windows Enterprise OS Upgrade	797
Windows VDA	186
<b>Microsoft 365 Enterprise</b>	
Microsoft 365 E3 Add-on	1

Enrolled Affiliate's Product Quantities:				
Price Group	1	2	3	4
<b>Enterprise Products</b>	Office Professional Plus + Office 365 ProPlus + Office 365 (Plans E3 and E5) + Microsoft 365 Enterprise	Client Access License + Office 365 (Plans E1, E3 and E5) + Microsoft 365 Enterprise	Client Access License + Windows Intune + EMS USL + Microsoft 365 Enterprise	Win E3 + Win E5 + Win VDA + Microsoft 365 Enterprise
<b>Quantity</b>	983	1140	1140	983

Enrolled Affiliate's Price Level:	
Product Offering / Pool	Price Level
Enterprise Products and Enterprise Online Services USLs: Unless otherwise indicated in associated contract documents, Price level set using the highest quantity from Groups 1 through 4.	D

<b>Additional Product Application Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using quantity from Group 1.	D
<b>Additional Product Server Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using the highest quantity from Group 2 or 3.	D
<b>Additional Product Systems Pool:</b> Unless otherwise indicated in associated contract documents, Price level set using quantity from Group 4.	D

<b>NOTES</b>	
Unless otherwise indicated in the associated contract documents, the price level for each Product offering / pool is set as described above, based upon the quantity to price level mapping below:	
Quantity of Licenses and Software Assurance	Price Level
2,399 and below	A
2,400 to 5,999	B
6,000 to 14,999	C
15,000 and above	D
<b>Note 1:</b> Enterprise Online Services may not be available in all locations. Please see the Product List for a list of locations where these may be purchased.	
<b>Note 2:</b> Unless otherwise indicated in associated Agreement documents, the CAL selection must be the same across the Enterprise for each Profile.	
<b>Note 3:</b> Enrolled Affiliate acknowledges that in order to use a third party to reimage the Windows Operating System Upgrade, Enrolled Affiliate must certify that it has acquired qualifying operating system licenses. The requirement applies to Windows Enterprise OS Upgrade. See Product Terms for details.	
<b>Note 4:</b> If Enrolled Affiliate does not order an Enterprise Product or Enterprise Online Service associated with an applicable Product pool, the price level for Additional Products in the same pool will be price level "A" throughout the term of the Enrollment. Refer to the Qualifying Government Entity Addendum pricing provision for more details on price leveling.	



## Ruetten, Jennifer

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**From:** EC VL Unified Notification <msvlop@microsoft.com>  
**Sent:** Friday, April 30, 2021 1:36 AM  
**To:** Ruetten, Jennifer  
**Cc:** microsoftmsli@cdw.com  
**Subject:** IMPORTANT NOTICE: Acceptance of your Microsoft Enterprise 6 Enrollment {~828662331990104868~}

### IMPORTANT NOTICE: Acceptance of your Microsoft Enterprise 6 Enrollment

2021-04-29

Reference Enrollment Number: 6699608  
Winnebago County  
United States  
CC: , , CDW Logistics, Inc.

Dear Customer,

Thank you for selecting the Enterprise 6 Enterprise Enrollment for your organization. We hope that you will find it a flexible and cost-effective way to acquire the latest Microsoft technology and simplify license management.

The purpose of this letter is to advise you that your enrollment has now been accepted and processed by Microsoft. Below is a brief introduction to important information and resources about your Volume Licensing Agreement, all of which are designed to help you manage your purchases during the course of your enrollment.

**Keeping your records up to date.** You will receive important notifications by e-mail during the enrollment term, so it is very important that you keep your contact information up to date. Examples of these notices include the following:

- VLSC Welcome Letters for contact changes
- Online Services activation notification, including activation link, sent once your order is processed by Microsoft
- Renewal Reminder, sent 90 days prior to the enrollment expiration

If you are not the correct contact person for information and announcements regarding this Volume Licensing Agreement, or if the contact person or any of the address details change in the future, please update your Reseller or Software Advisor, CDW Logistics, Inc. .

**Software Assurance.** Software Assurance offers new product versions, unique enterprise technologies, and expert planning services to help provide efficient implementations, in-depth classroom training for IT staff and anytime-anywhere training for end users, along with 24x7 phone and Web support to maximize uptime. To review the Software Assurance benefits for which your organization is eligible, log on to the Microsoft Volume Licensing Service Center where details of your benefits are displayed.

**Online Services.** Online Services are a set of services that can help your organization take advantage of the benefits that in-the-cloud computing has to offer. As your IT strategy evolves, Microsoft can help

you extend the capabilities and functionality of your existing technology investments. Online Services are delivered via subscription and over the web.

**Microsoft Volume Licensing Service Center (VLSC) Web site.** The Microsoft Volume Licensing Service Center (VLSC) is an online tool that makes it easy for you to manage Microsoft Volume Licensing program agreements, download licensed products, and access volume license keys - all in one place. The VLSC offers key benefits for licensed software management including:

- **Reporting.** View current and historical reporting across programs and agreements that includes key dates, contact information, order confirmations, and your license summary.
- **Product Downloads.** Download software through a simple, secure user interface. VLSC makes it easy for you to find the right product, based on your licensing entitlements.
- **Volume License Product Keys (VLKs).** Access your Volume License Keys including Multiple Activation Keys (MAKs) and Key Management Server (KMS) keys. VLKs are issued to your company for your exclusive use. VLSC makes it easy for you to request product keys for the Windows desktop operating system, enables retrieval of volume license keys for all Microsoft licensed products, and provides access to technical support. You agree to use your best efforts to keep a secure record of these product keys, which includes not disclosing these product keys to any unauthorized third party. More information on Volume License Product Keys is also available at: <http://www.microsoft.com/licensing/resources/vol/volumelicensekey/default.aspx>
- **Software Assurance Benefits and Subscriptions Management.** Access and manage your Software Assurance benefits and subscriptions for Online Services, Microsoft Developer Network (MSDN).
- **VLSC User Access.** Add and remove users plus manage your existing users by assigning permissions. Permissions include access to VLKs, product downloads, reporting, Software Assurance Benefits, and Online Services.

You will be receiving your VLSC welcome letter within 1 to 2 business days. This welcome letter will also be sent to your Software Assurance Manager, Subscription Manager, and Online Services Manager (as applicable to your enrollment). You can access the VLSC homepage directly at: <https://www.microsoft.com/licensing/servicecenter/>.

**True-up Orders and Update Statements.** The True-up Order process allows your organization to submit one annual order to account for all increases in qualified desktops and users as well as additional usage of previously ordered additional products in the prior year. This process is facilitated by your Software Advisor or Reseller.

- Your annual True-up Order is required at each Enrollment Anniversary between 60 days prior to and 15 days following this date. If you have ordered any additional quantities since your last Enrollment Anniversary, this annual True-up Order is still required per the terms of your Enterprise Agreement.
- Your final True-up Order or Update Statement is due upon Enrollment expiration and prior to renewal.
- These key dates are outlined in your Microsoft Volume Licensing Agreement Summary below.
- When there is no increase in qualified users or desktops, and no additional product usage in the prior year, you must still submit an Update Statement. The Update Statement must be signed by an authorized signatory for Winnebago County.

Please contact your Reseller or Software Advisor for information and assistance with your True-up Order.

**Software Asset Management (SAM).** Microsoft recommends organizations implement a good Software Asset Management (SAM) strategy to help with the True-up process and beyond.

- SAM can help ensure a more informed and accurate True-up. SAM can also help you control costs and risks, optimize software investments, and make better decisions about your short and long-term technology needs.
- As part of your contract value with Microsoft, you have the option to receive a Software Asset Management consultation from a Microsoft Certified SAM Partner. A Microsoft approved Gold SAM Competency partner will perform consultation.
- We have several resources available that you may use to establish or improve your SAM processes, including our main SAM page at: <http://www.microsoft.com/sam> This site includes a SAM optimization kit, links to several SAM self-service tools to assist with deployment discovery and a list of Certified SAM partners who you can contact directly. Microsoft Volume Licensing also offers guidance and tools for License tracking, an important SAM practice, at: <http://www.microsoft.com/licensing/about-licensing/client-access-license.aspx#tab=3>
- You may also reference the True-up Guide at <http://www.microsoft.com/licensing/trueupguide>, which is designed as a single point of reference to help you simplify and streamline the True-up process.

**Contract Document Support Web Site.** You can find essential contract information such as your Product Use Rights (PUR), Product List, and other supporting documents to your contract at this public Web site located at: <http://www.microsoft.com/licensing/contracts>.

### Microsoft Volume Licensing Agreement Summary

<b>Customer Name</b>	Winnebago County
<b>Volume Licensing Program</b>	Enterprise 6
<b>Enrollment Number</b>	6699608
<b>Contract Type</b>	State Local Government
<b>Enrollment Version</b>	20201
<b>Reseller or Software Advisor</b>	CDW Logistics, Inc.
<b>Microsoft Business and Services Agreement Number</b>	Unknown
<b>Agreement Number</b>	8787927
<b>Start Effective Date</b>	2021-05-01
<b>Anniversary Dates</b>	2022-05-01 2023-05-01

**Expiration Date**

2024-04-30

This communication was sent from a non-monitored alias. Please do not reply. If you have questions concerning this communication, or the information contained therein, please contact your Microsoft Reseller or Software Advisor for assistance.

# Enterprise Agreement

## Unlock the value of your Microsoft investments

The rapid pace of technological change creates both opportunities and challenges for today's organizations. This change is driving organizations around the world to make decisions about whether they'll embrace the cloud as a reality, empower the flexible workstyles employees are demanding, or strategize to harness the rapidly growing volume of data that's available to help drive business decisions.

Microsoft understands that technology licensing can help or hinder organizations that need the agility to respond to these technological opportunities. That's why the Microsoft Enterprise Agreement offers the best value to organizations that want a manageable Commercial Licensing program that gives them the flexibility to purchase cloud services and software licenses under one agreement.

### Best value

Maximize your investment in Microsoft technologies with best pricing and benefits.

### Best value

New economic realities are forcing organizations to do more with the same. The Enterprise Agreement offers the best savings to customers who want to realize the benefits of deploying a common IT platform across the organization.

At the same time, many organizations are finding that they don't have the resources they need to plan, deploy, and use the technology that they have invested in.

With Software Assurance, you can access 24x7 technical support, planning services, and end-user and technical training at no additional cost to ensure that you get the most out of your investment.

And by locking in pricing up front and spreading payments over three years, you can minimize the size of your up-front investment and budget more effectively.

### Flexible

Respond to the changing technological landscape by accessing the latest versions of cloud and on-premises software.

### Flexible

The Enterprise Agreement is flexible enough to meet the unique requirements of your organization based on its size and technology needs.

Access to the latest versions of software through Software Assurance—along with the ability to choose from Microsoft cloud services, on-premises software, or a mix of both—gives you the agility you need to be competitive.

### Manageable

Simplify purchasing with a single, organization-wide agreement for cloud services and/or on-premises software. Easily track purchases centrally and manage licenses by using online tools. In addition, a Microsoft Certified Partner or a Microsoft representative helps manage licensing throughout the life of the agreement.

### Manageable

Streamline license management with a single organization-wide agreement.

## How it works

The Enterprise Agreement is designed for organizations that have at least 500 devices and want to license software and cloud services for a minimum three-year period. You have the ability to add and adjust products and services over time and account for changes through the annual True-up process.

The Enterprise Agreement includes a subscription option, which lowers initial licensing costs because you subscribe to the rights to use Microsoft products and services instead of owning them.

Subscription also makes it possible for you to increase or decrease subscription counts on an annual basis.

The program offers savings ranging from 15% to 45% as well as comprehensive Software Assurance benefits. You get additional savings and benefits when you purchase the following enrollments:

- **Enterprise Enrollment:** Get the best value when you buy Microsoft productivity technologies like Office, Windows, and CAL Suites on a per user, per device, or hybrid basis. You also get simplified license management and per-user licensing when you add Secure Productive Enterprise (SPE). SPE offers the best value when you're buying Office 365, Enterprise Mobility Suite, and Windows Enterprise together.
- **Server and Cloud Enrollment (SCE):** Commit to one or more server and cloud technologies from Microsoft and get best pricing, cloud-optimized licensing options, and simplified licensing.

## Get the best out of your investment with Software Assurance

Software Assurance supports your ongoing success by helping you take full advantage of your investments in IT. Software Assurance is a comprehensive program that includes a unique set of technologies, services, and rights to help you deploy, manage, and use Microsoft products efficiently. It also keeps you up to date and ready to respond quickly to every new change, challenge, and opportunity.

- Unlock the full potential of your investments in Microsoft technologies.
- Get a broad range of benefits that help improve business agility.

## Flexible payment options

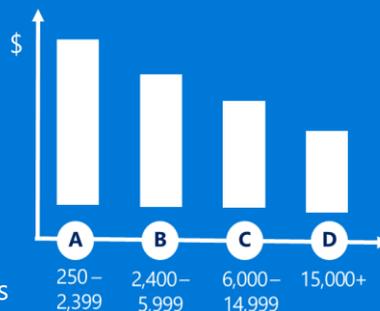
More and more Enterprise Agreement customers are choosing Microsoft Payment Solutions to help create a flexible payment structure for their complete range of technology needs, including software, services, partner products, and hardware. Flexible payment options include Deferred Payments, Ramped Payments, and Equal Monthly or Quarterly Payments.

## Next steps

1. Learn more: <https://www.microsoft.com/en-us/Licensing/licensing-programs/enterprise.aspx>
2. Participate in an evaluation to understand your current licensing position and future needs. [Find](#) your preferred Microsoft Authorized Enterprise Software Advisor (ESA) or Microsoft Licensing Solution Provider (LSP), or contact your Microsoft Account Representative.
3. Work with us to customize an Enterprise Agreement for your organization.

Discount levels for all Enterprise Products and Enterprise Online Services purchases made with the Enterprise Agreement

Discount levels – devices/users



The Enterprise Agreement offers savings ranging from 15% to 45% off Select Plus pricing

1 xxx-032024

2 **RESOLUTION: Approve Microsoft Licensing 3-Year Contract**

3  
4

5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6 **WHEREAS**, the current Microsoft Licensing Agreement with Winnebago County expires on April 30, 2024;  
7 and

8 **WHEREAS**, the majority of the County network utilizes Microsoft operation systems; and

9 **WHEREAS**, Winnebago County network users all use some form of the Microsoft Office Suite; and

10 **WHEREAS**, Microsoft requires a minimum 3-year enrollment agreement; and

11 **WHEREAS**, the Winnebago County Information Systems Department has repeatedly investigated  
12 alternatives to the Microsoft solution; and

13 **WHEREAS**, there is no viable alternative to Microsoft due to the many interfaces that require the use of  
14 Microsoft.

15

16 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
17 authorize execution of a 3-year enrollment agreement with Microsoft.

18  
19

20 *Fiscal Note: The estimated cost per year of the Microsoft licenses is \$758,649. This amount for the first year of this*  
21 *extension is included in the 2024 budget.*

22

23 Respectfully submitted by:

24 **INFORMATION TECHNOLOGY COMMITTEE**

25

26 Committee Vote: \_\_\_\_\_

27

28 Vote Required for Passage: **Majority of Those Present**

29

30 Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

31

32

33 \_\_\_\_\_  
34 Jon Doemel  
35 Winnebago County Executive

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# Agenda Item Report



**Winnebago County**  
*The Wave of the Future*

DATE: February 23, 2024  
FROM: Paul Kaiser, Director of Finance  
RE: Salary Contingency Fund

**General Description:**

Winnebago County implemented a compensation schedule to provide pay grades for most non-elected regular positions other than those covered by the collective bargaining agreement with the Deputies' Association. The schedule includes a minimum, a control point, and a maximum for each pay grade. The 2023 budget was built using the assumption that the schedule amounts will be increased by 2.0% for 2023 and a merit increase of 2%. The amount set aside for the potential increase in salaries for 2023 was \$2,000,000.

**Action Requested:**

The amount shown on Schedule A indicates that an amount of \$1,645,997 will need to be transferred from the Contingency Fund to the various Funds as indicated and will be accounted for by using a Budget Transfer Form.

**Procedural Steps:**

(Show each level of committee and board approval needed, with meeting dates.)

**Committee of Jurisdiction: Human Services Meeting date: 3/4/2024**

- Human Services \$ 783,812

Vote: APPROVED \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ No \_\_\_\_\_ Total \_\_\_\_\_

**Committee of Jurisdiction: Judiciary & Public Safety (JPS) Meeting date: 3/4/2024**

- Sheriff Division \$ 465,899

Vote: APPROVED \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ No \_\_\_\_\_ Total \_\_\_\_\_

**Committee of Jurisdiction: P&F Meeting date: 3/7/2024**

- Information Technology Departments \$ 45,531
- Miscellaneous & Unclassified Department \$ 173,859
- Veterans Services Department \$ 24,723
- Parks Division \$ 29,916
- Register of Deeds Department \$ 11,795
- Land & Water Conservation Department \$ 19,208
- Planning Division \$ 17,149
- District Attorney Department \$ 17,612
- Medical Examiner Department \$ 13,937
- Emergency Management Department \$ 8,686

• Sheriff Division	\$ 465,899
• Human Services	\$ 783,812
• Airport	\$ 28,382
• Workers Compensation Fund	\$ 3,841
• Property & Liability Insurance Fund	\$ 1,647
<b>Total</b>	<b>\$1,645,997</b>

Vote: APPROVED \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ No \_\_\_\_\_ Total \_\_\_\_\_

<b>Committee of Jurisdiction: County Board</b>	<b>Meeting date: 3/19/2024</b>
• Information Technology Departments	\$ 45,531
• Miscellaneous & Unclassified Department	\$ 173,859
• Sheriff Division	\$ 465,899
• Human Services	\$ 783,812
<b>Total</b>	<b>\$1,469,101</b>

Vote: APPROVED \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ No \_\_\_\_\_ Total \_\_\_\_\_

Note: County Board vote required of 2/3 members present.

**Policy Discussion:**

The contingency fund set aside in the 2023 budget for increases due to the adjustment in pay grade increases as well as the merit resulted in the above used \$1,645,997 of the \$2,000,000 that was set aside.

**Attachments:**

- Schedule A
- Budget Transfer Form

**BUDGET TRANSFER**  
**MULTIPLE DEPARTMENTS - SALARY CONTINGENCY ADJUSTMENT**

Finance Dept Reviewer: <i>Paul Kause</i>	Date 2/21/2024	Facilities & Property Management Committee Vote: _____	Date N/A
Committee of Jurisdiction - <b>Human Services</b> Committee Vote _____	3/4/2024	<b>Personnel &amp; Finance</b> Committee Vote: _____	3/7/2024
Committee of Jurisdiction - <b>Judiciary &amp; Public Safety (JPS)</b> Committee Vote _____	3/4/2024	<b>Information Technology</b> Committee Vote: _____	N/A
Budget Adjustment impact: <u>\$1,645,997 from salary contingency</u>			
Passed County Board (2/3 of board present):		3/19/2024	

**ACCOUNT NUMBER**

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1022	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	45,531
1039	51120	Payout Wages		SALARY CONTINGENCY TRANSFER	I=Incr	173,859
1059	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	24,723
1065	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	29,916
1080	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	11,795
1082	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	19,208
1086	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	17,149
1101	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	17,612
1105	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	13,937
1107	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	8,686
1120	51105	Overtime		SALARY CONTINGENCY TRANSFER	I=Incr	465,899
21169900	51100	Regular Pay	2234	SALARY CONTINGENCY TRANSFER	I=Incr	167,513
23311200	51100	Regular Pay	2192	SALARY CONTINGENCY TRANSFER	I=Incr	186,389
24410500	51100	Regular Pay	2291	SALARY CONTINGENCY TRANSFER	I=Incr	243,977
24410500	51206	WI Retirement	2291	SALARY CONTINGENCY TRANSFER	I=Incr	11,904
25690500	51100	Regular Pay	2069	SALARY CONTINGENCY TRANSFER	I=Incr	77,232
25690500	51206	WI Retirement	2069	SALARY CONTINGENCY TRANSFER	I=Incr	3,273
26270500	51100	Regular Pay	2192	SALARY CONTINGENCY TRANSFER	I=Incr	93,524
51703	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	28,382
63600	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	3,841
64610	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	1,647
1039	59503	Salary Cont.		SALARY CONTINGENCY TRANSFER	D=Decr	1,645,997
1039	59501	Other Transfer Out		DHS FUND-SALARY CONTINGENCY	I=Incr	783,812
21169900	49501	Other Transfer In	2009	SALARY CONT FROM GEN FUND	I=Incr	783,812
1039	59501	Other Transfer Out		TRANSFER TO AIRPORT	I=Incr	28,382
51701	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	28,382
1039	59501	Other Transfer Out		WORK COMP FUND-SALARY CONT	I=Incr	3,841
63600	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	3,841
1039	59501	Other Transfer Out		P&L INS FUND-SALARY CONT	I=Incr	1,647
64610	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	1,647

\*full dollars only (no pennies)

**Description (Must be completed - Attach extra pages if needed)**

The implementation of the new compensation plan for 2023 caused the departments listed above to go over budget in their labor category. The county set aside a contingency fund of \$2,000,000 to account for these overages for all the respective departments. The salary contingency fund will show a draw down of \$1,645,997 from all departments who exceeded their labor budget. The following departments will received a transfer in from the general fund: DHS \$783,811, Airport \$28,382, Workers Comp Fund \$3,841, and Property & Liability Insurance \$1,647.

ENTRY NUMBER \_\_\_\_\_

## 2023 LABOR BUDGET VS ACTUAL ANALYSIS

<b>SCHEDULE A</b>		<b>Original Budget</b>	<b>Revised Budget</b>	<b>Actuals</b>	<b>Remaining</b>	<b>% Attained</b>	<b>Salary Contingenc y</b>
Dept	001 County Board Department	158,150	158,150	133,612	24,538.05	84.48%	
Dept	004 County Executive Department	306,847	306,847	302,308	4,538.69	98.52%	
Division	006 County Clerk Division	292,352	292,352	283,113	9,239.04	96.84%	
Dept	009 Treasurer Department	331,711	331,711	329,656	2,055.08	99.38%	
Dept	010 Corporation Counsel Department	695,178	695,178	677,113	18,064.58	97.40%	
Dept	011 Administration Department	325,216	325,216	312,299	12,917.33	96.03%	
Dept	012 Human Resources Department	896,030	932,048	885,490	46,558.34	95.00%	
Division	015 Finance Department	629,814	629,814	592,978	36,836.23	94.15%	
Dept	022 Information Technology Department	1,732,033	1,732,033	1,777,564	(45,530.55)	102.63%	45,531
Division	025 Facilities & Property Management Division	3,097,355	3,097,355	2,742,275	355,080.39	88.54%	
Dept	039 Miscellaneous & Unclassified Department	215,300	215,300	389,159	(173,858.62)	180.75%	173,859
Dept	050 Child Support Department	1,828,790	1,828,790	1,549,933	278,857.22	84.75%	
Division	052 Public Health Division	4,416,986	4,426,561	4,418,268	8,292.73	99.81%	
Dept	059 Veterans Services' Department	530,370	530,370	555,093	(24,722.62)	104.66%	24,723
Dept	064 UW-Extension Department	287,818	287,818	284,989	2,829.09	99.02%	
Division	065 Parks Division	936,565	936,565	966,481	(29,915.93)	103.19%	29,916
Dept	070 Boat Landing Department	12,042	12,042	10,677	1,364.92	88.67%	
Dept	080 Register of Deeds Department	512,231	512,231	524,026	(11,794.85)	102.30%	11,795
Dept	082 Land & Water Conservation Department	696,794	696,794	716,001	(19,207.15)	102.76%	19,208
Division	086 Planning Division	1,069,897	1,069,897	1,087,045	(17,148.45)	101.60%	17,149
Dept	089 Property Lister Department	226,735	226,735	192,640	34,095.15	84.96%	
Dept	101 District Attorney Department	1,453,346	1,453,346	1,470,958	(17,611.69)	101.21%	17,612
Dept	105 Medical Examiner Department	325,419	325,419	339,356	(13,936.61)	104.28%	13,937
Dept	107 Emergency Management Department	245,817	245,817	254,502	(8,685.02)	103.53%	8,686
Division	110 Sheriff Division	20,081,365	20,111,365	20,577,264	(465,898.75)	102.32%	465,899
Division	130 Clerk of Courts Division	3,380,058	3,380,058	3,244,622	135,436.14	95.99%	
Fund	200 Human Services Fund	26,216,246	26,216,246	27,000,057	(783,811.25)	102.99%	783,812
Fund	510 Airport Fund	820,450	820,450	848,831	(28,381.41)	103.46%	28,382
Fund	520 Solid Waste Fund	1,482,477	1,482,477	1,306,316	176,161.49	88.12%	
Fund	530 Park View Health Center Fund	15,271,445	15,271,445	11,738,748	3,532,696.71	76.87%	
Fund	540 Highway Fund	7,458,065	7,458,065	6,665,418	792,647.00	89.37%	
Fund	620 General Services Fund	58,031	58,031	50,872	7,159.12	87.66%	
Fund	630 Workers Compensation Fund	68,505	68,505	72,345	(3,840.37)	105.61%	3,841
Fund	640 Property & Liability Insurance Fund	29,359	29,359	31,006	(1,646.51)	105.61%	1,647
Fund	650 Self Funded Health Insurance Fund	88,513	88,513	82,784	5,729.39	93.53%	
<b>Net Surplus (Deficit)</b>		<b>96,177,310</b>	<b>96,252,903</b>	<b>92,413,796</b>	<b>3,839,106.91</b>		<b>1,645,997</b>
Salaries over Budget					(1,645,989.78)		