

**SUBJECT:** Authorization to renew the Borough's Microsoft Enterprise Agreement with Crayon Software Experts LLC under a three-year agreement covering July 1, 2026 through June 30, 2029 with annual payments of \$476,979.91, subject to appropriation.

**AGENDA OF:** May 5, 2026

<b>ASSEMBLY ACTION:</b>
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**AGENDA ACTION REQUESTED:** Present to the Assembly for consideration.

Route To:	Signature
Originator	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Brooke Loudon <small>Signed by: Brooke Loudon</small>
IT Director	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Leah Jones <small>Signed by: Leah Jones</small>
Purchasing Director	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X R Krafft <small>Signed by: Russ Krafft</small>
Finance Director	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Cheyenne Heindel <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Nicholas Spiropoulos <small>Signed by: Nicholas Spiropoulos</small>
Borough Manager	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Michael Brown <small>Signed by: Mike Brown</small>
Borough Clerk	<input checked="" type="checkbox"/> <small>RECOVERABLE SIGNATURE</small> X Lonnie McKee <small>Signed by: Lonnie McKee</small>

**ATTACHMENT (S):** Fiscal Note

**SUMMARY STATEMENT:** On November 22, 2022, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to provide volume licensing of Microsoft products. Microsoft provides core products for the Borough organization. The bid was awarded to Crayon Software Experts LLC for an initial three-year period with an option to renew for an additional three-year period (a six-year contract).

The Borough's Microsoft Enterprise Agreement (EA) is the primary agreement for Microsoft licensing and provides Borough staff

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: May 5, 2026

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FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$476,979.91	FUNDING SOURCE IT Operating Budget
FROM ACCOUNT # 100.115.122 4xx.xxx	PROJECT
TO ACCOUNT:	PROJECT #
VERIFIED BY: <span style="float: right;">4 / 21 / 2026</span> <input checked="" type="checkbox"/> <u>Liesel Zanto</u> <small>SIGNED BY: LIESEL ZANTO</small>	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Personnel Services						
Travel						
Contractual		477.0	→			
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
<b>TOTAL OPERATING</b>		<b>477.0</b>	→			

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund		477.0	→			
State/Federal Funds						
Other						
<b>TOTAL</b>		<b>477.0</b>	→			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) \*Subject to annual appropriation and approval of the Budget

APPROVED BY:	 <input checked="" type="checkbox"/> <u>Cheyenne Heindel</u> <small>Signed by: Cheyenne Heindel</small>
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with access to essential tools (email and calendars, Office applications, file storage and collaboration, online meetings, and security protections) under standardized terms. Securing the three-year renewal term provides predictable pricing at current Microsoft rates.

Renewing for a second three-year period will allow the Borough to stay in compliance with Microsoft licensing requirements at a reduced cost when compared with purchasing all components individually. The total three-year cost is \$1,430,939.73 with \$476,979.91 for each one-year period through June 30, 2029.

**RECOMMENDATION OF ADMINISTRATION:** Authorize the Borough Manager to renew the Borough's Microsoft Enterprise Agreement with Crayon Software Experts LLC under a three-year agreement covering July 1, 2026 through June 30, 2029 with annual payments of **FOUR HUNDRED SEVENTY-SIX THOUSAND NINE HUNDRED SEVENTY-NINE DOLLARS AND NINETY ONE CENTS (\$476,979.91)**, subject to appropriation.