



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** September 6, 2022

**TO:** Adam Politzer, Interim City Manager

**FROM:** Michael Parenti, Information Technology Director

**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into An Agreement With Xerillion Corporation To Provide File Migration Services and Microsoft Licensing In The Amount Of Eighty-Six Thousand Four Hundred Eighty-Seven Dollars (\$86,487).**

### RECOMMENDATION

Staff recommends the City Council adopt the above-titled Resolution authorizing the City Manager to execute an agreement with Xerillion Managed Enterprise Cloud to assist with the migration of data to the Microsoft Azure Cloud and to provide the City with necessary Microsoft Licensing.

### BACKGROUND

There are two components to the attached agreement with Xerillion:

**Services:** The City continues to look to cloud solutions to reduce hardware costs, add resiliency to its environment, and provide secure access for employees. The existing, on-premise, Windows File Server is at end of life and due for replacement. The City has been utilizing Microsoft 365 licenses since 2015 and has already migrated email and some user data to the Microsoft Azure Cloud. Staff has determined the best course of action for the City's shared file server data is to take advantage of the existing licensing and migrate the data to the more modern, SharePoint Server in the Microsoft Azure Cloud. This modern platform will provide enhanced features, help reduce data center costs, and provide a secure, stable, scalable environment for the City's data. To properly configure the environment, provide end-user training, configure retention policies, and migrate the data, Staff recommends the City utilize the services of Xerillion Managed Enterprise Cloud. Xerillion specializes in migrating agencies of similar size from on-premise solutions to Microsoft Azure based solutions.

**Licensing:** The City pays Microsoft annually for licenses to utilize Office 365 and Azure Premium 2 level services. The existing one-year agreement expires in November 2022. As part of this project, the City will name Xerillion its Microsoft partner and transfer license sales to Xerillion at the same contract cost per unit the existing licensing partner can provide.

### DISCUSSION

The proposed agreement with Xerillion Managed Cloud will provide the services and support necessary for a successful migration and full adoption into the SharePoint

Server. The migration will change the way users access files, provide advanced features, eliminate redundant files, and incorporate settings to align with the City's Data Retention Policy. The agreement provides for adequate end-user and administrator training to take advantage of these new features. Xerillion specializes in these migrations and has been determined to be a proper fit for the City.

### **FISCAL IMPACT**

The services portion of this project will be funded from CIP Project IT-02 Electronic Document Management System (670-80050-09670013), cost of \$17,925.

The licensing portion of this project is budgeted for in the Technology Fund Operating Expenses (670-77150), cost of \$68,562.

### **STAFF COMMUNICATION WITH THE PUBLIC**

There has been no staff communication with the public.

### **CONFLICT OF INTEREST**

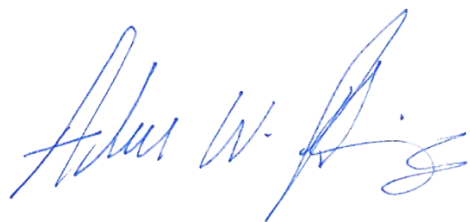
None identified.

### **CONCLUSION**

Staff recommends the City Council authorize the City Manager to enter into the attached agreement with Xerillion for the migration services and Microsoft licensing detailed in the proposal.

**PREPARED BY:** Michael Parenti, Information Technology Director

### **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



Adam Politzer, Interim City Manager

### **ATTACHMENTS**

- Attachment A – Xerillion File Migration Proposal
- Draft Resolution