**RESOLUTION NO. _____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING AN ENTERPRISE ENROLLMENT AGREEMENT BETWEEN THE CITY OF OLYMPIA AND THE MICROSOFT CORPORATION FOR THE PURCHASE OF MICROSOFT OFFICE 365 ENTERPRISE USER LICENSES**

**WHEREAS**, the City of Olympia is committed to embracing modern technologies and tools that enhance operational efficiency and promote innovation in City services; and

**WHEREAS**, Microsoft Office 365 supports remote collaboration, flexible work arrangements, and enhances disaster recovery planning, thereby contributing to the city's capacity for resilience and adaptability to unforeseen challenges; and

**WHEREAS,** City staff have conducted a thorough assessment of the security features, and compliance standards of Microsoft Office 365, ensuring alignment with the city's information security policies; and

**WHEREAS,** the continued use of Microsoft Office 365 reduces the need for traditional paper-based processes by City staff, aligning with the city's commitment to sustainability; and

**WHEREAS,** the City Council recognizes the need for a standardized and integrated communication platform to enhance inter-departmental collaboration, streamline workflows, and improve overall communication between City staff and the residents of Olympia;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. The Olympia City Council hereby approves the Agreement between the City of Olympia and the Microsoft Corporation, and the terms and conditions contained therein.

2. The City Manager is directed and authorized to execute on behalf of the City of Olympia the Agreement, and any other documents necessary to obligate funds for the purchase of Microsoft Office 365 Enterprise User Licenses, and to make any amendments or minor modifications as may be required and are consistent with the intent of the Agreement, or to correct any scrivener's errors.

**PASSED BY THE OLYMPIA CITY COUNCIL** this _____ day of _____ 2024.


_____
MAYOR

ATTEST:


_____
CITY CLERK

APPROVED AS TO FORM:


_____
DEPUTY CITY ATTORNEY