



Meeting Date: August 18, 2026

Consent Agenda: Microsoft Enterprise Software Licensing Renewal

BACKGROUND:

GRTC's current Microsoft Software Licensing expires at the end of August 2026. Staff requested quotes from service vendors and issued a PO for licensing renewal based on the best industry pricing. The software license renewal contract is for a one-year term. This was necessary to provide business continuity of services without delay.

GRTC utilizes Microsoft Enterprise Software to provide a business productivity suite that enables administrative staff to perform their job functions. The Microsoft Business software is a powerful suite of tools that helps staff stay organized, collaborate with colleagues, and create professional documents. The cloud-based productivity tools within the Microsoft 365 suite enable staff to access simplified software functionality, streamline business collaboration, and maintain remote accessibility.

HIGHLIGHTS:

- Microsoft licensing provides best-in-class productivity applications and advanced security, compliance, voice, and analytical capabilities. This is the framework for GRTC's IT growth plan, outlining future technological improvements.
- This purchase included an upgrade of licenses to provide additional staff functionality, as well as the necessary features required for security and data recovery compliance. This renewal included licenses to support the provision of email accounts to Operators, Mechanics, and Board staff, enabling improved communication and access to company-published information.
- This vendor supplied the required licenses and possessed the institutional knowledge and skill set to provide data infrastructure configuration and set up for license use. This was critical to GRTC users' business continuity, ensuring uninterrupted service.
- The staff's independent cost estimate was based on historical pricing from the previous software licensing purchases and published pricing. The total renewal license cost is \$118,890.
- This contract will be funded entirely with federal, state and local grants.

Grant #	Federal (28%)	State (68%)	Local (4%)
1458-2026-3/73027-58	\$33,289.20	\$80,845.20	\$4,755.60

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order to GHA Technologies for \$118,890 to procure a Microsoft license renewal and set up licenses within the GRTC infrastructure.

Ellen Robertson, Secretary
GRTC Board of Directors

Date