



## CITY OF KIRKLAND

Department of Finance & Administration  
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### MEMORANDUM

**To:** Kurt Triplett, City Manager  
**From:** Greg Piland, Purchasing Agent  
**Date:** November 3, 2016  
**Subject:** REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF NOVEMBER 15, 2016.

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated or known to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since the last report to Council on November 1, 2016 are as follows:

	Project	Process	Estimate/Price	Status
1.	Microsoft licensing agreement	Cooperative Purchase	\$120,951.40	Yearly licensing agreement with Microsoft paid to SOFTWAREONE

Please contact me if you have any questions regarding this report.