

COUNCIL COMMUNICATION

DATE: 05/19/25	SUBJECT: Motion Consideration to approve payment for professional services to SHI International Corp. to assist IST with the planning, configuration, and deployment of Microsoft 365 across all city departments, which includes the migration of 2,480 email accounts. This is a one-time cost of \$60,840 under DIR Contract #CPO-4938. Funding is available in the IST Administration division.	
INITIATED BY: Steve E. Landin, Assistant City Manager		STAFF SOURCE: Joe Rivera, Information Services & Telecommunications Director
PREVIOUS COUNCIL ACTION: None		
BACKGROUND: The City of Laredo ("Customer") has engaged SHI International Corp. ("SHI") to perform an on-premises exchange to exchange online migration. SHI will assess the customer's current Exchange and AD environment before working with the customer to plan the migration. SHI will then migrate all mailboxes and Public Folders from Exchange on-premises to Exchange Online before upgrading the Exchange 2016 server to Exchange 2019. Once all mail is migrated, SHI will formally decommission 1 legacy Exchange Server ("Services"). This project will include the following workstreams: <ul style="list-style-type: none">• 2,480 Mailboxes<ul style="list-style-type: none">2300 User Mailboxes180 Resource Mailboxes• 20 Public Folders<ul style="list-style-type: none">Public Folders reside within an Exchange 2010 Server		
FINANCIAL IMPACT: Funding is available in IST Administration line item #595-5505-513-5540.		
COMMITTEE RECOMMENDATION: N/A		STAFF RECOMMENDATION: Staff recommends approval.