

**RESOLUTION 25-244**

**A RESOLUTION AUTHORIZING AN EXPENDITURE FOR  
MICROSOFT OFFICE 365 G1 SUBSCRIPTIONS**

**WHEREAS**, advancements in cloud-based technology have made software and application subscriptions more accessible to users, providing enhanced security features and reducing the cost of maintaining on-site servers; and

**WHEREAS**, the City of Spring Hill Information Technology Department has obtained a quote for Microsoft Office 365 G1 subscriptions for up to 406 licenses, and the most favorable pricing for Microsoft licensing agreements is available under three-year terms; and

**WHEREAS**, the Information Technology Department did not issue a formal notice to bid for this software due to the operational complexities and potential disruption that a vendor change could cause; and

**WHEREAS**, the Microsoft Office 365 G1 Licenses Subscriptions will be funded from General Fund account 110-41641-52725.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that an expenditure of \$75,000.00 annually for three (3) years is hereby authorized for Microsoft Office 365 G1 subscriptions from Dell Technologies, Round Rock, Texas, as recommended by staff.

**Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 20th day of October, 2025.**



Matt Fitterer, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



## STAFF MEMORANDUM

TO: Board of Mayor and Alderman  
FROM: Nick Hoeldtke, IT Director  
DATE: October 16, 2025  
RE: Resolution 25-244, memo and quote

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### PURPOSE:

The purpose of the proposed resolution is to approve an agreement for a continuation of services between the City of Spring Hill and Dell Marketing.

### BACKGROUND:

The city currently utilizes Dell Marketing for services for all sites. Dell Marketing currently holds the state contract to provide 365 subscriptions to municipalities at a discounted rate.

### FINANCIAL IMPACT:

The impact will be what is currently budgeted. There was a slight rise in cost due to the new authorized positions requiring additional licenses.

### RECOMMENDATION:

Staff recommends that the Board of Mayor and Aldermen approve Resolution 25- 244 as presented.



### OFFICE OF THE IT DIRECTOR

199 Town Center Parkway • Spring Hill, Tennessee 37174

931-486-2252, ext 427

[www.springhilltn.org](http://www.springhilltn.org)



## Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Oct. 31, 2025**.

You can download a copy of this quote during checkout.

[Place your order](#)

<b>Quote No.</b>	<b>3000194851981.1</b>	Sales Rep	Jarred Oconnor
<b>Total</b>	<b>\$74,656.05</b>	Phone	1(800) 456-3355, 80000
Customer #	14867045	Email	Jarred.Oconnor@Dell.com
Quoted On	Oct. 01, 2025	<b>Billing To</b>	ACCOUNT PAYABLES
Expires by	Oct. 31, 2025		CITY OF SPRINGHILL
	Wilson County Schools -		PO BOX 789
Contract Name	Customer Purchase		SPRING HILL, TN 37174-0789
	Agreement for Products		
	and Services		
Contract Code	C000000381302		
Customer Agreement #	Wilson County Schools		

### Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Jarred Oconnor

### Shipping Group

Shipping To	Shipping Method
JOHN PEWITT CITY OF SPRINGHILL 199 TOWN CTR PKWY SPRING HILL, TN 37174-2460 (931) 486-2252	Standard Delivery

	Quantity	Unit Price	Subtotal
<b>MICROSOFT SLG EA 6.0 - 73910086</b>			
1. VLA ENTERPRISE OFFICE365 PLAN G1 SHRDSVR PERUSER MONTHLY SUBLIC ALL LANGS	230	\$117.33	\$26,985.90
2. VLA ENTERPRISE OFFICE365 G3 SHRDSVR SUBLIC PER USER ALL LANG	165	\$269.87	\$44,528.55
3. VLA ENTERPRISE VISIO ONLN P2 GCC SHRDSVR ALNG SUBSVL MVL PERUSR	1	\$149.60	\$149.60
4. VLA ENTERPRISE PROJECT P3 GCC SUB PER USER	10	\$299.20	\$2,992.00

5. VLA ENTERPRISE AUDIO CONFERENCING SELECT DIAL  
OUT GCC SUB

395

\$0.00

\$0.00

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Subtotal:	\$74,656.05
Shipping:	\$0.00
Non-Taxable Amount:	\$74,656.05
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

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Total: \$74,656.05

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## Shipping Group Details

### Shipping To

JOHN PEWITT  
CITY OF SPRINGHILL  
199 TOWN CTR PKWY  
SPRING HILL, TN 37174-2460  
(931) 486-2252

### Shipping Method

Standard Delivery

	Quantity	Unit Price	Subtotal
<b>MICROSOFT SLG EA 6.0 - 73910086</b>			
<b>1. VLA ENTERPRISE OFFICE365 PLAN G1 SHRDSVR PERUSER MONTHLY SUBLIC ALL LANGS</b>	<b>230</b>	<b>\$117.33</b>	<b>\$26,985.90</b>
SKU: AD466613	MFG Part #: U4S-00002	OLS Purchase Type:	
Current Duration: 12	Total Duration: 36	Maint. End Date: Sep. 30, 2028	
<b>2. VLA ENTERPRISE OFFICE365 G3 SHRDSVR SUBLIC PER USER ALL LANG</b>	<b>165</b>	<b>\$269.87</b>	<b>\$44,528.55</b>
SKU: AD466614	MFG Part #: AAA-11894	OLS Purchase Type:	
Current Duration: 12	Total Duration: 36	Maint. End Date: Sep. 30, 2028	
<b>3. VLA ENTERPRISE VISIO ONLN P2 GCC SHRDSVR ALNG SUBSVL MVL PERUSR</b>	<b>1</b>	<b>\$149.60</b>	<b>\$149.60</b>
SKU: AD466615	MFG Part #: P3U-00001	OLS Purchase Type:	
Current Duration: 12	Total Duration: 36	Maint. End Date: Sep. 30, 2028	
<b>4. VLA ENTERPRISE PROJECT P3 GCC SUB PER USER</b>	<b>10</b>	<b>\$299.20</b>	<b>\$2,992.00</b>
SKU: AD466616	MFG Part #: 7MS-00001	OLS Purchase Type:	
Current Duration: 12	Total Duration: 36	Maint. End Date: Sep. 30, 2028	
<b>5. VLA ENTERPRISE AUDIO CONFERENCING SELECT DIAL OUT GCC SUB</b>	<b>395</b>	<b>\$0.00</b>	<b>\$0.00</b>
SKU: AD466617	MFG Part #: NYH-00001	OLS Purchase Type:	
Current Duration: 12	Total Duration: 36	Maint. End Date: Sep. 30, 2028	

## Important Notes

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### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All products, pricing, and other information is based on the latest information available and is subject to change for any reason, including but not limited to tariffs imposed by government authorities. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringspecificterms](http://www.dell.com/offeringspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.