

**RESOLUTION 25-271**

**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

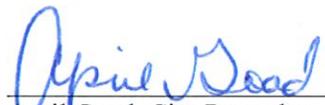
**WHEREAS**, the Microsoft Office 365 G1 Licenses Subscriptions will be funded from General Fund account 110-41641-52725.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that an expenditure not to exceed \$100,000.00 annually for three (3) years is hereby authorized for Microsoft Office 365 G suite 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 1st day of December, 2025.**

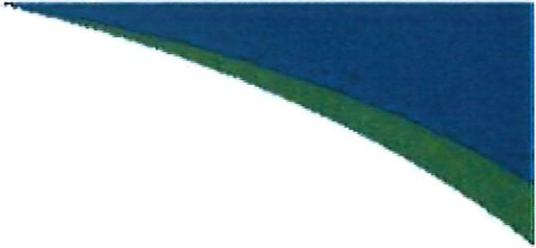
  
Matt Fitterer, Mayor

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: November 25, 2025  
RE: Resolution 25-271, to amend Resolution 25-244, regarding Microsoft 365 G-1 Licenses

---

### PURPOSE:

The purpose of the proposed resolution is to amend 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 25-271 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)