

RESOLUTION 19-124

**A RESOLUTION AUTHORIZING AN EXPENDITURE FOR MICROSOFT
OFFICE 365 G-1 SUBSCRIPTIONS**

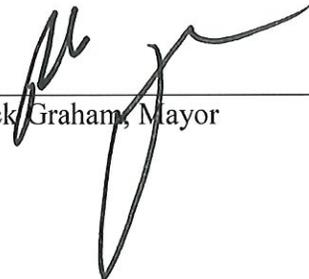
WHEREAS, advancements in cloud-based technology make software or app subscriptions available to users with better options to connect to accounts with enhanced security and also reduce cost of maintaining servers on site; and

WHEREAS, the City of Spring Hill IT Department has researched and issued an Invitation to Bid for Microsoft Office 365 G-1 subscriptions for up to 300 users. Best prices for Microsoft licensing agreements are for three year terms; and

WHEREAS, the City of Spring Hill IT Department received five responses to the Invitation to Bid; and

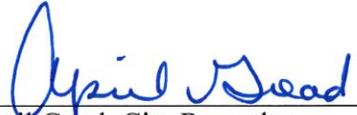
NOW, THEREFORE BE IT RESOLVED, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee that an expenditure of approximately \$22,722.00 annually for three years is hereby authorized for the Microsoft Office 365 G-1 subscriptions from Dell Technologies, Round Rock, TX, as recommended by staff.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 19th day of August 2019.



Rick Graham, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick M. Carter, City Attorney



City of Spring Hill
Board of Mayor and Aldermen
Microsoft Office 365 G-1 Subscriptions

Memo to: BOMA

Victor Lay, City Administrator

Chuck Downham, Assistant City Administrator

Patti Amorello

Presented By: John B. Pewitt, GIS/IT Director

Date: 5 Aug 2019

I. Purpose/Overview of review: Microsoft Office 365 G-1 subscriptions for City account holders.

- a. **NOTE: Microsoft Office 365 G-1 is included in the 2019-2020 Budget. The City budgeted \$26,880.**

II. Background Information:

- a. The city maintains several servers on site that require constant monitoring and are typically replaced every three or four years. Some costing more than \$33,000.
- i. The Exchange on-line portion of the subscriptions will insure mailbox continuity and the city will continue utilizing Mimecast as our third-party screening service.
 - 1. After the migration period is completed and all email accounts and services shifted to the subscriptions, we would no longer require a full email server on site.
 - ii. Shifting to Microsoft Teams (Cloud-based team collaboration software with file sharing software) will provide account users shareable on-line storage like the ones currently on the SH Server "Company Folder" that are not shareable.
 - 1. After the migration period is completed and all files and services are moved, we would eventually remove the SH server from the network.
- b. During research conducted for Microsoft Office 365 subscriptions, City Staff found Government rates that the City qualifies for.
- c. The City's IT Department issued an Invitation to Bid (ITB) for the Microsoft Office 365 G-1 Subscriptions for 300 users. Microsoft licensing best prices are based on three-year agreements. The ITB requested bids for the subscriptions and for migration and installation.
- i. The City received five responses to the ITB.

- d. The IT Department is recommending acceptance of Dell Technologies bid of \$22,722. The City budgeted \$26,880. Bid received is \$4,158 underbudget.
 - i. As a cost saving measure the City's IT staff will conduct the migration and installation. Staff may utilize assistance from LGC as they are our contracted network support.

III. Staff Request: IT staff request approval of Resolution 19-124 to authorize expenditure of funds in the amount of \$22,722 for Microsoft Office 365 G-1 subscriptions from Dell Technologies, Round Rock, TX.

- a. Funds to be provided from budgeted line item in 41600 -Information Management System line 255.

Respectfully,



John B. Pewitt
GIS/IT Director

**CITY OF SPRING HILL
 BID OPENING RESULTS
 Microsoft Office 365 G-1 Subscriptions
 Tuesday, July 16, 2019
 2:00 P.M.**

Attendees:

NAME	COMPANY	EMAIL ADDRESS
John Pewitt	City of Spring Hill	jpewitt@springhilltn.org
Eric Spears	City of Spring Hill	espears@springhilltn.org
Nick Hoeldtke	City of Spring Hill	nhoeldtke@springhilltn.org
Hudson McCarter	Veristor Systems, Inc.	HUDSON.MCCARTER@VERISTOR.COM
April Goad	City of Spring Hill	agoad@springhilltn.org

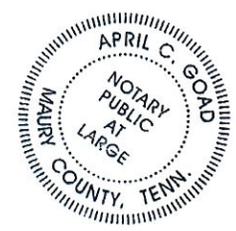
Bid Results:

COMPANY	ADDRESS	Total Annual Recurring Cost	Installation (One-Time)
Cloud Navigator	2932 Wellington Cr, Tallahassee, FL 32309	\$ 27,000.00	\$ 7,500.00
Dell Technologies	1 Dell Way, Round Rock, TX 78682	\$ 22,722.00	\$ -
Innova Consulting Group LLC	13220 Metcalf Ave., Ste 310, Overland Park, KS 66213	\$ 26,100.00	\$ 25,000.00
Simplify Technology Inc.	102 West 7th St., #200, Columbia, TN 38401	\$ 27,000.00	\$ 40,000.00
Veristor Systems, Inc.	4850 River Green Pkwy, Duluth, GA 30096	\$ 25,200.00	\$ 33,850.00

State of Tennessee
 Maury County
 City of Spring Hill

I hereby certify that this is a true copy of the original documents.
 Description: Bid Results-Microsoft Office 365 G-1 Subscription
 This, the 16th Day of July, 2019.

April C. Goad



April C. Goad, Notary Public
 City Recorder, City of Spring Hill, Tennessee

My Commission Expires: June 28, 2020