

Meeting of the Sparta Township Board
Sparta Township Hall 160 East Division Street, Sparta, MI. 49345
Watch meeting Live @ [Sparta Township - YouTube](#)

June 12th, 2025

7:00 p.m.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADDITIONS OR CORRECTIONS TO AGENDA

PUBLIC COMMENT FOR AGENDA ITEMS

APPROVAL OF THE MINUTES AND TREASURER'S REPORT

1. Approval of Minutes – May 8th, 2025
2. Treasurer's Report
3. Building Department Monthly Report

BUSINESS ITEMS

1. Approval of Bills
2. Historical Commission Research Facility Trade for Civic Center
3. Food and Beverage Policy
4. LOR Consulting Project Report

OTHER INFORMATIONAL

PUBLIC COMMENT

ADJOURNMENT

Meeting of the Sparta Township Board

Sparta Township Hall – 160 E Division St – Sparta MI 49345

Watch meeting live @ Sparta Township – You Tube

May 8th, 2025 – 7pm

Present: Supervisor Dale Bergman, Clerk Marcy Savage, Treasurer Ashley Johnson, Trustees, Bill Goodfellow, Barb Johnson, and Rob Steffens.

Also present: Historical Society Chairman Doug Pinokney and Recording secretary Katy Shelton.

Absent: Trustee Jason Bradford

1. **Call to order:** The meeting was called to order at 7:00pm.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions or corrections to the agenda:** None. Motion by Goodfellow with a second by B. Johnson to approve. Motion passed unanimously.
4. **Public comment for agenda items:**
None.
5. **Approval of the minutes and treasurer's report:**
 - a. **Approval of the minutes of April 10, 2025:** Motion by B. Johnson with a second by Steffens to approve. Motion passed unanimously.
 - b. **Treasurer's Report:** Motion by Savage with a second by Goodfellow to approve. Motion passed unanimously.
 - c. **Building Department monthly report:** this is informational only. Nine building permits have been issued in the past month.
6. **Business Items:**
 - a. **Approval of bills:** The board discussed the recent Clean Up Days event. The event went well though it was mentioned that smaller staffing caused some delays. A new larger location will need to be found for the next Clean Up event. The biggest complaint that Township officials heard was that the Village is no longer accepting

yard waste due to the DPW demolition project. Motion by Steffens with a second by A. Johnson to approve. Motion passed unanimously.

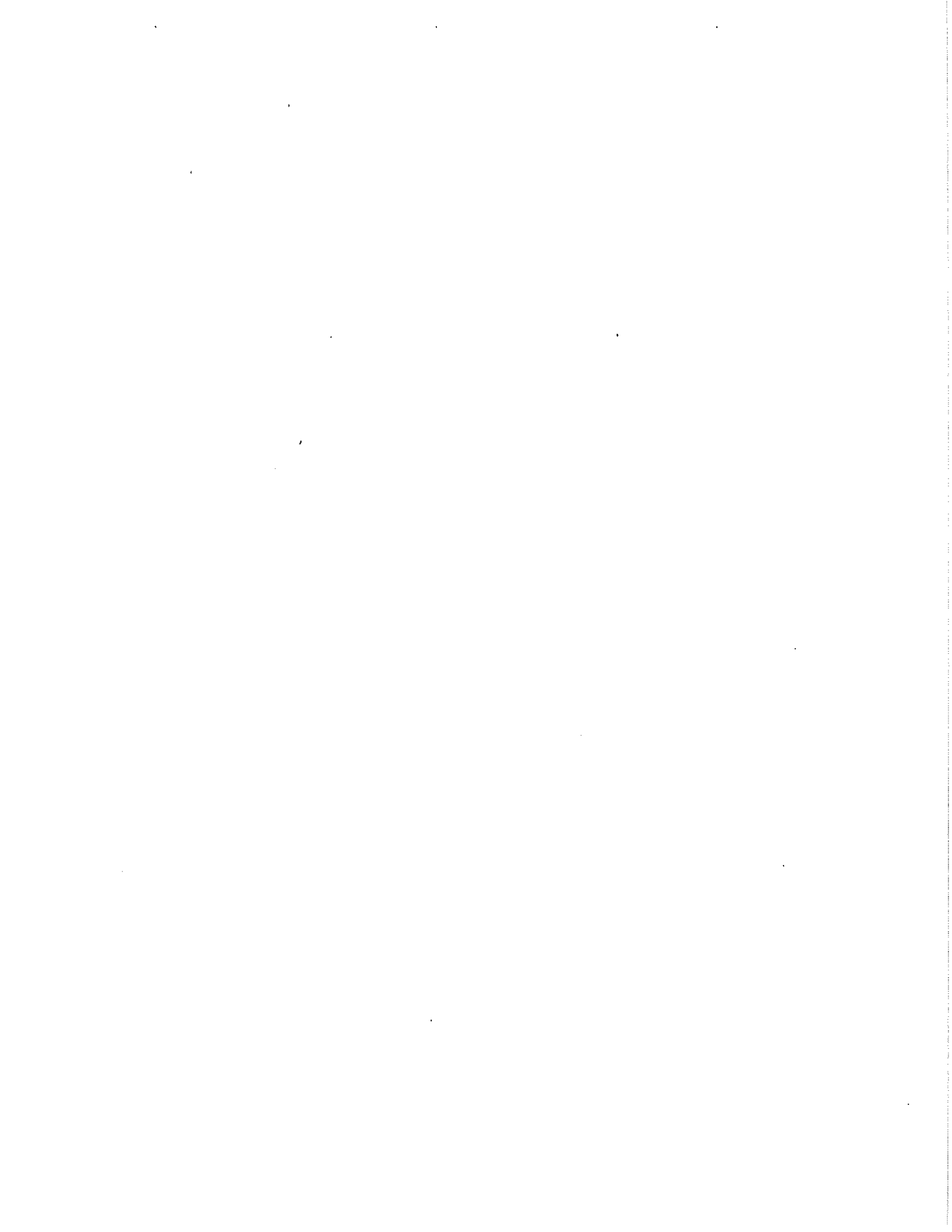
- b. **Migrant Labor Housing Amendments:** Trustees Steffens and Goodfellow attended the Township Planning Commission in order to provide guidance on this issue. A motion was made by Goodfellow and seconded by B. Johnson to pass deal with migrant housing amendment Ordinance 25-2. There was a rollcall vote taken: Yays: Bergman, Savage, Goodfellow, B Johnson, A Johnson, and Steffens. Nays: None. (Trustee Bradford was absent.) Motion passed unanimously.
- c. **Cityhood General Discussion:** Clerk Savage reported on the most recent "cityhood" meeting that the Village held. This meeting specifically dealt with the financial aspect of the Village changing into a city. She said that Village Manager Lower used inaccurate figures in his power point presentation. She and the Township Supervisor asked for a meeting with the Village Manager as well as two other members of the "City" committee. Clerk Savage and Treasurer A Johnson requested that either of the two of them be included in this meeting. Clerk Savage and Supervisor Bergman said that the Village Manager refused to meet with either Savage or A Johnson and preferred to meet with the Township Supervisor and Trustee Goodfellow. The Board discussed this issue in depth. Treasurer Johnson reported that the township is preparing a presentation to present to local residents at some time in the future regarding the "Village/City" issue. The board then discussed how the Village will be able to fund various amenities that the Township is currently (primarily) funding if the Village turns into a city. In particular, the Fire Department, the library, the Sports Park, and the Historical commission were mentioned.
- d. **BS&A payments:** This issue deals with township residents being able to make payments for various things on line as opposed to doing it in person in the township office via cash or check. There will be no fee to make these payments on line. If a resident would

like to pay for something in the office using a credit or debit card, that will cost the Township several thousands of dollars in hardware, training, and usage fees. The consensus of the board was to make the arrangements for residents to pay online and see how many people do that. If there is a big demand for being able to come into the office and use a credit or debit card to make payments, the Township can revisit that issue in the future. This change will be communicated to township residents on the website and in the next tax bill correspondence.

7. **Other Informational:** Trustee B Johnson gave an update on the cemetery project. She said that work will recommence on May 21st. Trustee Steffens talked about a recent "Ag Business Day" event highlighting the farming business world that he attended with five county commissioners. He said that they visited several local farms and businesses, and that it was an overwhelming success. He mentioned that one farm touches 50 other related businesses. Treasurer A Johnson said that Cindy Dodge from the MTA will be in the Township office next week to do her assessment. She anticipates being able to report on the results at the next board meeting.
8. **Public Comment:** Historical Society Chairman Plinckney reported that several people stopped in to the Meyers school house during the recent Clean Up days. He said that they would have a float in the upcoming Town and Country Days parade. He also mentioned that the Historical Society office would be open during the Town and Country Days celebration. He said that the Meyers school house is open the second Sunday of every month and the military museum is open the second Saturday of every month.
9. **Adjournment:** Motion to adjourn at 8:12pm by B Johnson with a second by Savage. Motion passed unanimously.

Submitted by Katy Shelton, recording secretary.

Reviewed by Marcy Savage, Clerk



SPARTA TOWNSHIP POLICY

FOOD AND BEVERAGE

The Sparta Township Board desires to make certain declarations and establish an administrative policy for the provision of food and beverage to Township employees, commissioners, board members, volunteers, workers, and officials under certain circumstances. Accordingly, the Sparta Township Board hereby adopts the following policy:

1. The Township may purchase food and beverage, including but not limited to such items as coffee, water, donuts, snacks, and sandwiches, for the benefit of its employees, commissioners, board members, volunteers, workers, and officials when working an extended period of time or while attending regular meetings, special meetings, or training sessions.
2. The provision of such food and beverage is considered a public purpose and promotes the effective and continued participation of said persons in Township governance.
3. Under no circumstances may food and beverage be purchased for any individual or private group purposes.
4. Any funds spent pursuant to this policy shall be authorized in advance by the Township Board provided, however, that the Clerk may approve an expenditure not to exceed \$75 per occasion if timing makes it impractical to obtain advance authorization from the Board.

I, Marcy Savage, Sparta Township Clerk, hereby certify that at a regular meeting of the Township Board on _____, 2018, this administrative Policy was approved.

/s/

Marcy Savage, Sparta Township Clerk

LOR
CONSULTING

MAY 2025



Project Report

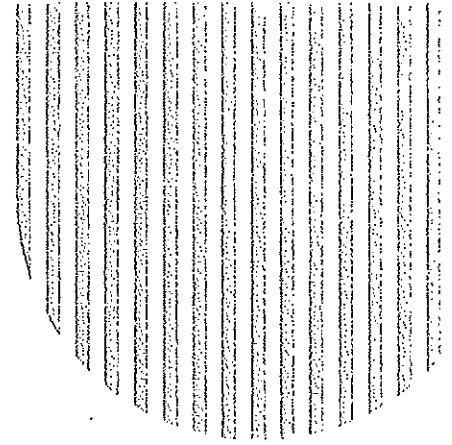
Workflow Review and Support

PROVIDED BY
Cindy Dodge

SUBMITTED TO:
Sparta Township

5942 Edson St. Haslett, MI 48840 • ladyorising@outlook.com • 517-896-2086

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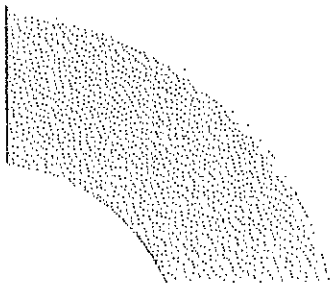
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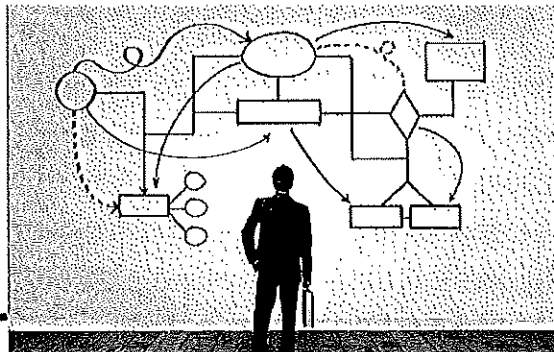
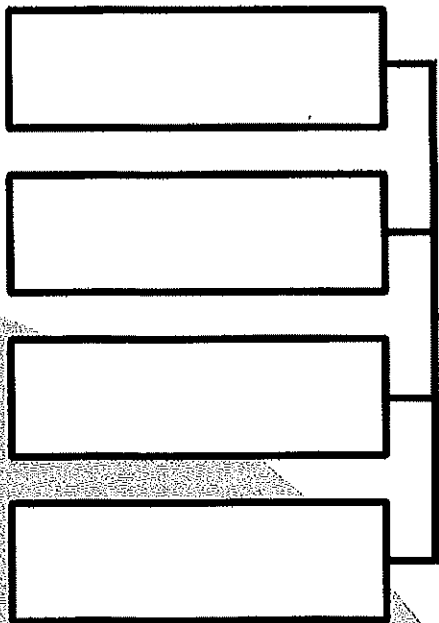
Project

Summary

This project proposal is to assist Sparta Township establish a financial workflow process for the Treasurer and Clerk's office.

Areas to be reviewed will include, but are not limited to:

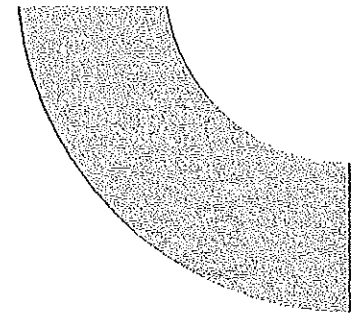
- Receipting and Depositing
- Financial Reporting to Township Board
- Reconciliation of Accounts
- Tax Account Management
- Segregation of Duties and Financial Controls



The goal of this project assistance will be to help the treasurer and clerk provide the most accurate financial accounting of township funds to the township board and tax accounting.

Project

Findings



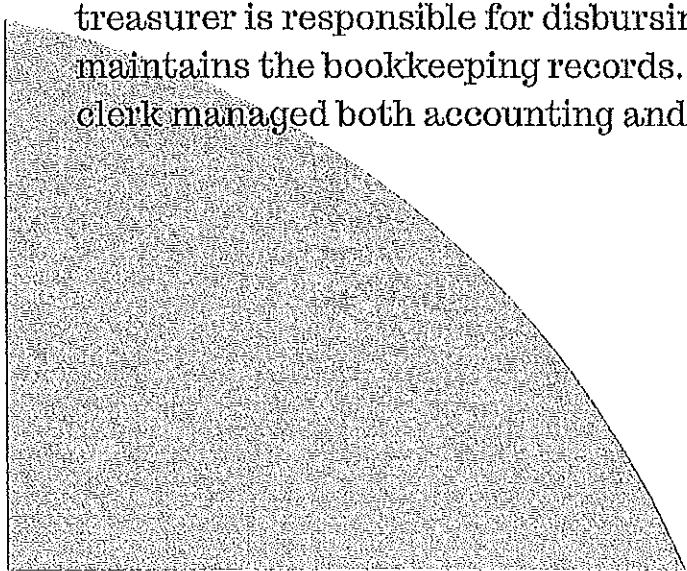
Onsite Assessment Overview

Before conducting the onsite assessment, various financial sources were analyzed to identify any internal controls that might require attention during the evaluation.

The financial sources, including the MI Dashboard and Audit Lookup, indicate that the township is experiencing a declining Fund Balance trend as well as decreases across all funds (General Fund, Library, Historical, and Parks & Culture). Notably, the General Fund had to provide supplemental support to the parks and recreation budget through a mid-year amendment from the General Fund to the Parks fund. The audit also indicated deficiencies in accounting and reporting the financial position of the board.

On May 12th and 13th, I met with the township treasurer, clerk, and their deputies, as well as the supervisor.

During our discussions, we focused on some key issues related to township internal controls, particularly assessing the accounting workflow between the treasurer and clerk. There were only a few minor concerns, primarily adjustments needed to transfer certain responsibilities to the treasurer. The treasurer is responsible for disbursing all township funds, while the clerk maintains the bookkeeping records. However, there were instances where the clerk managed both accounting and disbursements through ACH payments.



Project

Findings

Discussion on Receipting and Depository Procedures

An important topic of conversation was the procedures related to receipting and depositing funds. Currently, receipts are recorded manually, but they are not reflected in both the treasurer's depositing records and the clerk's account of all deposits. BS&A offers an additional cash receiving module that would address the shortcomings in accounting for receipts and money deposits. While the current process can still be utilized with some modifications, adopting the cash receipting module would streamline the reconciliation of receipts and deposits in the treasurer's records, thus reducing errors and workload for both the clerk and the treasurer when reconciling the bank accounts to the bookkeeping. Additionally, this upgrade would enhance the Building Permit process by integrating it with the accounting practices of the treasurer and clerk.

Accounts Receivable Responsibilities

Accounts Receivable are not assigned to a specific officer or deputy by statute. A third-party vendor can manage receivables, or it may be handled by employees or current officers. If the existing officers take on the responsibility for accounts receivable, it would be considered an extra duty alongside their statutory responsibilities.

It is essential that receivables are processed with the same rigorous internal controls as payables. Effective internal controls mean that no single individual should manage the money more than once. In other words, the person responsible for billing and bookkeeping should not be the same person who receipts, deposits, and reconciles the account. We reviewed the current process and made some adjustments to improve the internal controls surrounding all receivables.

Project

Findings

Policies and Procedures

Sparta Township has maintained several policies and procedures through various adopted resolutions and ordinances but has yet to codify them into a standardized format that clearly outlines all township policies and procedures. Additionally, there are a few critical resolutions, such as the General Appropriations Act Resolution, that have not been adopted and require attention. The Michigan Townships Association (MTA) provides a helpful resource in its "Policy Matters" book, which can serve as a model for organizing and creating effective policies and procedures for the township.

Financial Reporting

We also examined the financial reports submitted by the clerk and treasurer to the township board on a monthly and quarterly basis. This area has been identified as a current weakness in the audit. We reviewed samples of the essential components each report should include, and each officer will strive to provide these reports as mandated by the Accounting Procedures Manual for Local Units of Government. The required reports include:

- Clerk:
 - Accounts Payable Report (Check Report) monthly, including all ACH payments and both post-audited payments and payments awaiting approval.
 - A revenue and expenditure report at least quarterly.
 - A balance sheet report at least quarterly.
- Treasurer:
 - A bank report by fund on a monthly basis.
 - An investment report quarterly.

The review of these reports sparked a discussion on budgeting: its preparation, presentation, and monitoring. The township supervisor does prepare the numbers and present the budget to the board with the administrative assistance of the township clerk.

Project

Findings

Fund Balance

The Audit and Management Information Dashboard reveal that Sparta Township's fund balance is on the decline and falls below the 100% level compared to other townships. Several significant factors have been identified that could immediately or in the future continue to impact the township's fund balance, including:

- Park expenditures
- Fire Department Expenditures
- Village cost sharing
- A new housing development

While the township may aim to maintain a low or minimal fund balance, it is crucial to consider these current, upcoming, and ongoing expenses to ensure the fund balance reaches a healthy balance.

Sparta Recreational Authority

One area of expenditure involves the Sparta Recreational Authority, which includes both the Village and the Township. Established in 2012 and amended in 2014 under PA 321 of 2000, the Authority serves as the authorizing body that enables two or more municipalities to form it. Though created by the Village and the Township, the Authority functions as an independent public corporate body, allowing it to acquire, construct, operate, maintain, or improve any public recreational facilities with the approval of the SRA board and the owners of the park.

Since the Authority does not own land, it leases property from Sparta Township for a nominal fee, if not nothing at all. The agreement does not specify how the Authority is acquiring land nor does it indicate a specific leasing amount. While I cannot provide legal advice, it is important to note that the State of Michigan Constitution prohibits municipalities from gifting or donating property. Therefore, any lease agreement between the Authority and the Township must reflect fair value, rather than just a token nominal amount. Additionally, the Authority would need to carry its own liability insurance to protect the Township from any legal claims against the use of its land it leases to the Authority.

Project

Findings

Furthermore, the Articles of Incorporation empower the Authority to hire or contract for professional services and enter into various agreements to achieve its objectives, which includes administrative services for the Authority's operations. It is important to note that the Articles do not state that the Village will provide these administrative services. Should the Authority enter into a contract with the Village for these services, the agreement must accurately reflect the value of those services, rather than being offered free or at a nominal cost.

Additionally, the Articles of Incorporation do not establish a specific funding source, except for the ability to levy a millage with the Village and Township's approval, as well as to accept donations and charge fees.

As I understand it, the Authority does not currently levy a millage and instead relies on donations and fees for its operations. Presently, the Township, rather than the Village, is providing operational funds to the Authority without authorization from the Articles of Incorporation or any other third-party agreement. Townships have the ability to allocate funds for parks and recreational activities, whether to manage them directly or to contract with an external organization for management. This arrangement presumably aligns with the Authority's intended purpose of independently overseeing parks and recreation services for both the Township and the Village. However, the Articles do not allocate a funding source for either the Village or the Township to provide financial support to the Authority.

Potential Expenditure Concerns Affecting Fund Balance

The Township shares a building with the Village, and the elevator requires repair or replacement. This could represent a significant expense that warrants thorough analysis, especially in light of the current fund balance and the future potential costs associated with a new housing development in the Township, along with the public services necessary to support that development and/or the potential for the Village to move to a City municipality and possibly threatened the township with annexation which would incur substantial costs.

Project

Findings

Potential Expenditure Concerns Impacting Fund Balance

The township levies two millages for the fire department, but it is also supplementing the department with General Fund resources. Currently, there is a request for \$400,000 from the fire fund. This ongoing supplementation, despite having millages intended to cover the fire department's expenses, raises concerns.

While the fire department is owned and operated by the township, granting Sparta Township complete control over its funding, it is unusual for the township to rely on a millage to finance the department while still needing to use General Fund dollars. Any additional funding for the fire department could deplete the fund balance.

The board should strive to balance and project the fire department's budget with the revenue generated from the millage or reconsider the millage levy rather than continuing to supplement it with General Fund money. This approach would help preserve and strengthen the General Fund without incurring these additional costs.

These extra expenses not only diminish the General Fund but could also leave it vulnerable for other large expenditures either planned or unforeseen. For example, currently, there is a planned unit development that could change the zoning of the township and require additional water and sewer management either through a 452 agreement, or other cooperative agreement with the village.

Maintaining a healthy fund balance would enable the township to handle both planned and unexpected expenses more effectively, rather than relying on the fund balance to support services from other current funding sources.

Project

Next Steps

Punch List

- Restructure current receipting process and/or move to BS&A Cash Receipting
- Restructure Accounts Receivable to provide strong internal controls on those accounts.
- Codify Policy and Procedures using MTA Model
 - Including creating a Cemetery Ordinance and other
 - Cemetery Policies and Procedures
- Update Financial Reports to meet standards of the Uniform Accounting and Procedures Manual and start providing a Balance Sheet report each month or quarterly.
- Balance Bank Accounts to Fund Accounting Records Monthly.
- Create a Fund Balance Policy and provide financial reports and forecasting of fund balance to assist with decision-making.
- Move money to a third party investment firm to maximize current fund balance for future growth.
- Work with legal counsel to amend agreement with the Sparta Recreational Authority and other Village cost sharing.
- Continue to monitor and work with the Village and their desire to expand their municipal authority.

Deliverables

Add-ons

Deliverables

- A punch list of identified weaknesses, corrective action and training.

Add-ons

- Assistance with developing financial policies and procedures
- Presentation to township board.
- Township board financial training.
- Assist with Cemetery Development and implementation of a Cemetery Ordinance.

References

Emma Radatovich, Bear Creek Township Clerk

Phone ● 231-347-0592

Email ● clerk@bearcreektownshipmi.gov

JoAnna Trierweiler, Governmental Consultant

Phone ● 517 - 881 0545

Email ● Jt@jtconsultingfirm.com

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Phone ● 269-385-5911

Email ● jonathankoets@hartliebagency.com



Contact

Information



Address ● 5942 Edson St., Haslett, MI 48840

Website ● TBA

Phone ● 517-896-2086

Email ● ladyorising@outlook.com





Your Quote is ready.

Your personalized Quote is now available for purchase.

Complete your order through our secure online checkout before your Quote expires.

Order Now

Quote No.	3000190968696.6	Sales Rep	Connor Caliciotti
Total	\$5,839.73	Phone	1(800) 4563355
Customer #	530037248197	Email	Connor.Caliciotti@dell.com
Quoted On	Jun. 09, 2025	Billing To	ACCOUNTS PAYABLE
Expires by	Jun. 19, 2025		SPARTA TOWNSHIP
Contract Name	State of Michigan MiDeals Agreement		160 E DIVISION ST
Contract Code	C000000009850		SPARTA, MI 49345-1330
Customer Agreement #	071B6600111		
Deal ID	28236548		

Message from your Sales Rep

If you are ready to place your order, you can click the order now button. If you need to make any changes you can call me directly at 512-513-0953 or email me at Connor.Caliciotti@dell.com. Thanks!

Regards,
Connor Caliciotti

Shipping Group

Shipping To	Shipping Method
GARY GLASS SPARTA TOWNSHIP 160 E DIVISION ST SPARTA, MI 49345-1330 (616) 752-0011	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Pro Slim QCS1250	\$1,271.95	1	\$1,271.95
Dell Pro Micro QCM1250	\$983.51	4	\$3,934.04
Dell Pro 27 Plus QHD Monitor - P2725D	\$316.87	2	\$633.74

Subtotal:	\$5,839.73
Shipping:	\$0.00
Non-Taxable Amount:	\$5,839.73
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$5,839.73
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Shipping Group Details

Shipping To

GARY GLASS
 SPARTA TOWNSHIP
 160 E DIVISION ST
 SPARTA, MI 49345-1330
 (616) 752-0011

Shipping Method

Standard Delivery

	Unit Price	Quantity	Subtotal
Dell Pro Slim QCS1250	\$1,271.95	1	\$1,271.95
Estimated delivery if purchased today: Jun. 27, 2025 Contract # C000000009850 Customer Agreement # 071B6600111			

Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) Ultra 7 265 vPro(R) (13 TOPS NPU, 20 cores, up to 5.3GHz)	338-CRZM	-	1	-
Windows 11 Pro	619-BBQD	-	1	-
32GB: 1 x 32GB, DDR5, up to 5600 MT/s, non-ECC	370-BCXG	-	1	-
1TB SSD	400-BSWV	-	1	-
1st M.2 2280 SSD Screw	773-BBBC	-	1	-
Integrated Graphics	490-BKXS	-	1	-
Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLWW	-	1	-
Internal WiFi Antenna	555-BLWZ	-	1	-
WLAN Driver Intel(R) Wi-Fi 6E AX211	555-BLZF	-	1	-
Dell Pro Slim chassis with 180W PSU	329-BKQH	-	1	-
No Keyboard Selected	580-BCTF	-	1	-
No Mouse Selected	570-BBKQ	-	1	-
ENERGY STAR Qualified	387-BBLW	-	1	-
System Power Cord (Phillipine/TH/US)	450-AAOJ	-	1	-
Documentation	340-DNBV	-	1	-
Watch Dog SRV	379-BFYR	-	1	-
Quick Start Guide	340-DTTW	-	1	-
US/Canada Battery Warning Label	389-FKHG	-	1	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	1	-
Shipping Material (DAO)	340-DTSR	-	1	-
Shipping Label	389-BBUU	-	1	-
FSJ Reg label for 180W PSU	389-FJYS	-	1	-
Driver/APP for IRST	658-BFTS	-	1	-
Intel Core Ultra 7 Processor Label	389-FGBC	-	1	-
Desktop BTO Standard shipment	800-BBIO	-	1	-
Dell Pro Slim QCS1250	210-BPQX	-	1	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	1	-
No vPro(R) support	631-BCGG	-	1	-

Custom Configuration	817-BBBB	-	1	-
No Optical Drive	429-BBCH	-	1	-
No Hard Drive Bracket	575-BBKX	-	1	-
CMS Software not included	632-BBBJ	-	1	-
Internal speaker	520-BBKW	-	1	-
Intrusion cable switch	461-BBCC	-	1	-
No Additional Add In Cards	382-BBHX	-	1	-
No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	1	-
No Option Included	340-ACQQ	-	1	-
No Additional Video Ports	492-BCKH	-	1	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	1	-
Dell Limited Hardware Warranty Plus Service	716-9303	-	1	-
ProSupport: 7x24 Technical Support, 39 Months	718-0174	-	1	-
ProSupport: Next Business Day Onsite, 39 Months	718-9090	-	1	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	1	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	1	-
Dell Pro Slim QCS1250	658-BFWC	-	1	-

Unit Price	Quantity	Subtotal
\$983.51	4	\$3,934.04

Dell Pro Micro QCM1250

Estimated delivery if purchased today:

Jun. 27, 2025

Contract # C000000009850

Customer Agreement # 071B6600111

Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) Ultra 7 265T vPro(R) (13 TOPS NPU, 20 cores, up to 5.3GHz)	338-CRZR	-	4	-
Windows 11 Pro	619-BBQD	-	4	-
16 GB: 1 x 16 GB, DDR5, up to 6400 MT/s, non-ECC	370-BCWG	-	4	-
512GB SSD	400-BSWY	-	4	-
Internal WiFi Antenna	555-BLWT	-	4	-
Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLWW	-	4	-
Wireless Driver, Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLZP	-	4	-
Dell Pro Micro with 35W Processor	329-BKRP	-	4	-
No Keyboard Selected	580-BCTF	-	4	-
No Mouse Selected	570-BBKQ	-	4	-
ENERGY STAR Qualified	387-BBLW	-	4	-
US Power Cord	450-AAZN	-	4	-
Documentation	340-DNBV	-	4	-
Watch Dog SRV	379-BFYR	-	4	-
Quick Start Guide	340-DTWQ	-	4	-
US/Canada Battery Warning Label	389-FKHG	-	4	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	4	-

Shipping Material, MPP Cushion	340-DTXM	-	4	-
Shipping Label	389-BBUU	-	4	-
Regulatory Label for 90W Adapter	389-FKNR	-	4	-
Driver/APP for IRST	658-BFTS	-	4	-
Intel Core Ultra 7 Processor Label	389-FGBC	-	4	-
Desktop BTO Standard shipment	800-BBIO	-	4	-
Dell Pro Micro QCM1250	210-BPPW	-	4	-
No vPro(R) support	631-BCFK	-	4	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	4	-
Custom Configuration	817-BBBB	-	4	-
1st M.2 2230 SSD Extend Bracket & Screw	575-BCRQ	-	4	-
Internal Speaker	520-BBGY	-	4	-
No Additional Video Ports	492-BCKH	-	4	-
90 Watt A/C Adapter	450-ALFO	-	4	-
No Option Included	340-ACQQ	-	4	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	4	-
Dell Limited Hardware Warranty Plus Service	716-3403	-	4	-
ProSupport: Next Business Day Onsite, 3 Years	716-4275	-	4	-
ProSupport: 7x24 Technical Support, 3 Years	716-4280	-	4	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	4	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	4	-
Dell Pro Micro QCM1250	658-BFVZ	-	4	-

Unit Price	Quantity	Subtotal
\$316.87	2	\$633.74

Dell Pro 27 Plus QHD Monitor - P2725D

Estimated delivery if purchased today:
Jul. 17, 2025
Contract # C000000009850
Customer Agreement # 071B6600111

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 27 Plus QHD Monitor - P2725D	210-BRHV	-	2	-
Dell Limited Hardware Warranty	814-5380	-	2	-
Advanced Exchange Service, 3 Years	814-5381	-	2	-

Subtotal:	\$5,839.73
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$5,839.73

Important Notes

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 or 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 or 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. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at 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 ("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.