

RESOLUTION NO. _____

A RESOLUTION APPROVING A SCOPE OF SERVICES WITH RAFTELIS FINANCIAL CONSULTANTS, INC. FOR CONSULTING SERVICES RELATIVE TO OBTAINING A NEW CUSTOMER INFORMATION SYSTEM; AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, city desires to upgrade its current customer information system in an effort to align operation of its utilities with customer information and to modernize its billing process; and

WHEREAS, Raftelis Financial Consultants, Inc. (Raftelis) has experience in assisting municipalities in upgrading customer information systems and will consult with city's customer service, procurement, finance, information technology, and other departments in order to facilitate the customer information system upgrade which will include development of a request for proposals and if the city desires the evaluation and recommendation of a new customer information system provider; and

WHEREAS, Raftelis estimates the initial RFP development process will require approximately 166 hours of work at a cost of \$48,200.00, and the total estimated fees to provide the services for vendor evaluation and selection to take approximately 372 hours of work at a cost of \$109,300.00; and

WHEREAS, the funding is available in NC2100.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the scope of services for consulting services with Raftelis Financial Consultants, Inc. for development of a request for proposals for a customer information system vendor and vendor evaluation and selection is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, the scope of services with Raftelis Financial Consultants, Inc., to deliver the executed document and take any and all action as may be required on the part of the city to carry out, give effect to, and consummate the transactions contemplated by the agreement and this resolution.

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the agreement that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort, and prosperity of the citizens of the city.

SECTION V. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 16th day of May, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY