

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION DECLARING DOXIM, LLC A SOLE SOURCE;  
APPROVING AN AGREEMENT WITH DOXIM, LLC AND  
AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT  
AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO  
EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, Doxim, LLC is the city's current vendor for utility billing process and mailing services; and

WHEREAS, the City desires to integrate it's utility billing and mailing services with its new customer information solution, Hansen CIS; and

WHEREAS, the Doxim, LLC platform currently utilized by the City is not functional with the Hansen CIS integration; and

WHEREAS, for continuation of services of managing, printing bills, tracking and servicing our customers, the City desires to enhance its existing services with Doxim, LLC to be functional with the Hansen CIS; and

WHEREAS, Doxim, LLC has been deemed a sole source by the city manager pursuant to Kingsport City Code of Ordinances Sec. 2-599; and

WHEREAS, pursuant to Tenn. Code Ann. § 6-56-304(2), when it is determined that there is only one source of the required service, a contract may be awarded without competition; and

WHEREAS, the cost for the upgrade is \$83,175.00, and funds are available in project GP2502.

Now therefore,

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

SECTION I. That, based on the foregoing, including the determination of the city manager, that Doxim, LLC is the sole source for the Hansen Customer Information System integration.

SECTION II. That an agreement with Doxim, LLC is approved.

SECTION III. 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 Agreement with Doxim, LLC for migration to Doxim Customer Communication Management, to deliver the agreement 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 IV. 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 V. 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 VI. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 18th day of February, 2025.

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PAUL W. MONTGOMERY, MAYOR

ATTEST:

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ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

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RODNEY B. ROWLETT, III, CITY ATTORNEY