

## **RESOLUTION 26-18**

### **A RESOLUTION PROVIDING AUTHORIZATION FOR ADMINISTRATION TO ISSUE REQUEST FOR PROPOSALS FOR MANAGED MULTIFUNCTION COPIER EQUIPMENT AND SERVICES**

**WHEREAS**, the Town of Oakland entered into a Technology Agreement with **Visual-Edge IT** June 1, 2023, to lease, service and maintain eight (8) multifunction copy machines; and,

**WHEREAS**, the term of the Agreement was 36 (thirty-six) months, expiring June 1, 2026; and,

**WHEREAS**, The Town of Oakland Board of Mayor and Aldermen desire to ensure that it is receiving the optimum level of equipment and services best suited to meet the daily operations of each department.

**NOW, THEREFORE, BE IT RESOLVED BY THE OAKLAND BOARD OF MAYOR AND ALDERMAN**, as follows:

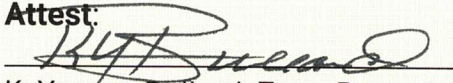
1. **Authorization to Request for Proposal (RFP)** – The Town Manager is hereby authorized and directed to prepare a formal RFP for Multifunction Copier/Scanner/Printer Lease and Managed Print Services Agreement in compliance with all applicable laws, regulations, policies and procedures.
2. **Scope of Work** – The RFP shall include, but not be limited to, the supply and installation of new equipment, maintenance and service of new equipment, related hardware, software integration, testing and training of staff.
3. **Publication** – Notice of the RFP shall be published in the Fayette Falcon and posted on the municipal website for a minimum of 5 days prior to the proposal opening date.
4. **Proposal Opening** – All proposals shall be publicly opened and read aloud at Oakland City Hall and evaluated in accordance with the criteria set forth in the RFP documents.

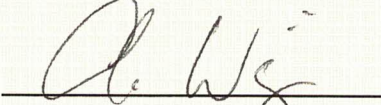
5. **Effective Date** – This Resolution shall take effect immediately upon its adoption.

A motion was made by Alderman LaBudde to approve Resolution 26-18. The motion was seconded by Alderman Campbell. All in favor, none opposed. Resolution 26-18 passed.

**Done by order of the Board of Mayor and Aldermen of the Town of Oakland, Tennessee this 19<sup>th</sup> day of March, 2026.**

**Attest:**

  
K. Yvonne Bullard, Town Recorder

  
Adrian Wiggins, Mayor