

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,  
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

**ORDINANCE**

**APPROVING A CONTRACT WITH ESD LIMITED DBA ESD AND ASSOCIATES FOR AN ESTIMATED TOTAL COST OF \$105,000.00, INCLUDING AN ESTIMATED ANNUAL COST OF \$2,500.00 FOR MAINTENANCE AND SUPPORT OF THE HEAD START & EARLY HEAD START WEBSITE AND ESTABLISHING HOURLY RATES FOR CUSTOMIZATION AND WEBSITE CONFIGURATION TO BE USED ON AN AS NEEDED BASIS FOR AN ESTIMATED ANNUAL COST OF \$15,000.00, FUNDED FROM THE FEDERAL HEAD START AND EARLY HEAD START GRANT.**

\* \* \* \* \*

**WHEREAS**, the City released a Request for Competitive Sealed Proposals (RFCSP) to provide maintenance and support, customization and website configuration of the Head Start & Early Head Start website for an estimated total contract cost of \$105,000.00; and

**WHEREAS**, two responses were received and evaluated; and

**WHEREAS**, staff recommends esd Limited dba esd and Associates for award of this contract for a term beginning on February 1, 2020 and terminating on January 31, 2023, with the option for the City to renew for four additional, one-year periods; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The proposal submitted by esd Limited dba esd and Associates to provide maintenance and support, customization and website configuration of the Head Start & Early Head Start website for an estimated total contract cost of \$105,000.00 is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the Score Summary and RFCSP is attached hereto and incorporated herein for all purposes as **Exhibit I**. A copy of the proposal may be inspected in the offices of the Purchasing Division of the Finance Department.

**SECTION 2.** Fund 2202238XXX and Internal Order 138000000XXX, are hereby designated for use in the accounting for the fiscal transaction in the authorization of this agreement contingent upon future grant awards.

**SECTION 3.** The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio, City of San Antonio. The Deputy Chief Financial Officer, City of San Antonio may, subject to concurrence by the City Manager or designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP

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Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

**SECTION 4.** This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

**PASSED AND APPROVED** this \_\_ day of \_\_\_\_\_, 2019.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Leticia M. Vacek, City Clerk

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Andrew Segovia, City Attorney