

AN ORDINANCE 2017-11-09-0891

AUTHORIZING A CONTRACT WITH VERITAS CLEARWELL FOR THE PURCHASE OF THE EDISCOVERY SOLUTION TO ASSIST IN RESPONDING TO OPEN RECORDS REQUESTS IN THE AMOUNT OF \$288,000.00, FUNDED FROM THE NEW TECHNOLOGY PORTFOLIO PROJECT.

* * * * *

WHEREAS, the City of San Antonio receives more than 40,000 Open Record Requests annually and endeavors to fulfill each request as timely as possible in compliance with the Texas Public Information Act; and

WHEREAS, the Veritas Clearwell eDiscovery Solution will provide the City with the capability of conducting a multi-keyword search, redact and protect privileged information, and will assist in making the document retrieval process more efficient for the requestor; and

WHEREAS, this solution will further the City goal of achieving greater transparency for residents of San Antonio through consistent improvement to the City's process of responding to requests for public records; **NOW THEREFORE**,

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

SECTION 1. A software license with Veritas Clearwater, utilizing the State of Texas Department of Information Resources DIR contract number DIR-TSO-3926 with TEQSYS, Inc., to provide eDiscovery solutions to assist in responding to open records requests, in the amount of \$288,000.00, is hereby approved. A copy of the quotation is attached hereto and is incorporated by reference as **Attachment I**. The City Manager, or her designee, is authorized to execute the agreement and any related documents in furtherance of the intent and purpose of this ordinance without further council approval.

SECTION 2. Payment in the amount not to exceed \$288,000.00 in SAP Fund 43099000, Certificates of Obligation Capital Projects, SAP Project Definition 09-00081, E-Discovery, is authorized to be encumbered and made payable to Veritas eDiscovery Solutions, for computer software.

SECTION 3. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocation to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP 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.

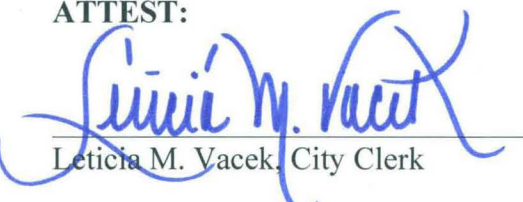
SECTION 4. This ordinance shall be effective immediately upon passage by eight affirmative votes; otherwise it shall be effective on the tenth day after passage hereof.

PASSED AND APPROVED this 9th day of November, 2017.




M A Y O R
Ron Nirenberg

ATTEST:



Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:



Andrew Segovia, City Attorney

| | | | | | | | |
|---------------------|--|--------------------|------------|------------|----------------|---------------|---------------|
| Agenda Item: | 25 | | | | | | |
| Date: | 11/09/2017 | | | | | | |
| Time: | 01:13:27 PM | | | | | | |
| Vote Type: | Motion to Approve | | | | | | |
| Description: | An Ordinance authorizing a contract with Veritas Clearwell for the purchase of the eDiscovery Solution to assist in responding to Open Records Requests in the amount of \$288,000.00, funded from the New Technology Portfolio project. [Carlos Contreras, Assistant City Manager; Jeff Coyle, Director, Government and Public Affairs] | | | | | | |
| Result: | Passed | | | | | | |
| Voter | Group | Not Present | Yea | Nay | Abstain | Motion | Second |
| Ron Nirenberg | Mayor | | x | | | | |
| Roberto C. Treviño | District 1 | | x | | | | |
| William Cruz Shaw | District 2 | | x | | | | |
| Rebecca Viagran | District 3 | | x | | | | |
| Rey Saldaña | District 4 | | x | | | | |
| Shirley Gonzales | District 5 | x | | | | | |
| Greg Brockhouse | District 6 | | x | | | x | |
| Ana E. Sandoval | District 7 | | x | | | | x |
| Manny Pelaez | District 8 | | x | | | | |
| John Courage | District 9 | | x | | | | |
| Clayton H. Perry | District 10 | | x | | | | |



Quotation

Technical Solutions for a Technical World

TEQSYS, INC.
 4301 W. William Cannon Dr., Ste B150-301
 Austin, TX 78749
 512.445.7400 main
 512.445.7440 fax

Date 7/31/17
 Quote No. 70731-1K

City of San Antonio
 Steve Meyer
 steve.meyer@sanantonio.gov

Prepared by: Keri Ramirez

| Item | Qty. | Model / Part No. | Description | Unit Price | Total | |
|--|------|------------------|--|--------------|------------------|---------------|
| Veritas eDiscovery Platform with One Year Support | | | | | | |
| 1 | 1 | 12971-M0010 | EDISCOVERY PLATFORM STARTER KIT SUITE 1 MULTI METER ONPREMISE STANDARD MULTI LICENSE + ESSENTIAL MAINTENANCE BUNDLE INITIAL 12MO GOV * Starter Kit Suite includes licensing for Legal Hold (LH) for 500 Custodians, Identification and Collection (IC) for 100 Custodians and 100 GB capacity for Pre-Processing, Processing, Analysis, and Review (PPAR) | \$ 92,265.00 | \$ 92,265.00 | |
| 2 | 1 | 15168 | CLEARWELL APPLIANCE E-DISCOVERY SOFTWARE COMPONENTS ONPREMISE STANDARD PERPETUAL LICENSE (Required for customers utilizing their own hardware) | \$ 5,000.00 | \$ 5,000.00 | |
| Option - Veritas eDiscovery Platform Sharepoint Connector | | | | | | |
| 3 | 1 | 15098-M3 | EDISCOVERY PLATFORM ID COLLECT ECM CONNECT SHAREPOINT 1 SERVER ONPREMISE STANDARD PERPETUAL LICENSE GOV | \$ 24,924.50 | \$ 24,924.50 | |
| 4 | 1 | 15098-M3-20 | ESSENTIAL 12 MONTHS INITIAL FOR EDISCOVERY PLATFORM ID COLLECT ECM CONNECT SHAREPOINT 1 SERVER ONPREMISE STANDARD PERPETUAL LICENSE GOV | \$ 7,370.00 | \$ 7,370.00 | |
| Implementation | | | | | | |
| 5 | 1 | TEQ-PS-CW-IC | TEQSYS Professional Services - Implementation of eDiscovery Platform Starter Kit Suite (estimated three weeks)* | \$ 24,000.00 | \$ 24,000.00 | |
| Option - Onsite Training | | | | | | |
| 6 | 17 | TEQ-PS-CW-IC | TEQSYS Professional Services Daily Rate for onsite training for up to 10 COSA staff per session at COSA facility (classes are broken down by three-day user training and two-day administrator training) | \$ 3,750.00 | \$ 63,750.00 | |
| | | | | | Subtotal: | \$ 217,309.50 |
| Additional PPAR Capacity - 100GB | | | | | | |
| 7 | 1 | 13928-M3 | EDISCOVERY PLATFORM PPAR 100 GB ONPREMISE STANDARD PERPETUAL LICENSE GOV | \$ 55,300.00 | \$ 55,300.00 | |
| 8 | 1 | 13928-M3-20 | ESSENTIAL 12 MONTHS INITIAL FOR EDISCOVERY PLATFORM PPAR 100 GB ONPREMISE STANDARD PERPETUAL LICENSE GOV *Consulting expenses for T&E (if applicable) not to exceed \$1,000 per week. | \$ 14,530.00 | \$ 14,530.00 | |
| Subtotal | | | | | \$ 287,139.50 | |
| Total Price * | | | | | \$ 287,139.50 | |

Comments / Special Instructions:

* Applicable sales tax will be added to this total for final billing.

State of Texas DIR Contract #:DIR-TSO-3926

*Note: This quotation is for budgetary purposes only.

Terms: Net 30

Contact Keri Ramirez at 512-940-3199 if you have any questions regarding this quote.

Thank you!

ATTACHMENT I