

ORDINANCE **2018-06-21-0460**

AUTHORIZING A ONE-YEAR CONTRACT WITH CST FLEET SERVICES TO PROVIDE THE CITY WITH A FLEET BUDGET FORECASTING TOOL TO AUTOMATE AND OPTIMIZE THE RETAIN/REPLACE DECISION AND BUDGET FORECAST PROCESS WITH AN INITIAL IMPLEMENTATION COST NOT TO EXCEED \$82,000.00 AND ADDITIONAL SOFTWARE MAINTENANCE AND SUPPORT AT A COST OF \$16,400.00 ANNUALLY NOT TO EXCEED \$147,600.00 OVER A FIVE YEAR PERIOD.

* * * * *

WHEREAS, the City issued a Request for Competitive Sealed Proposal for “Fleet Budget Forecasting Tool” (RFCSP 6100009679, 17-113) an application solution that will automate and optimize the retain/replace decision and budget forecast process for the Equipment Renewal and Replacement Program on November 17, 2017, with a submission deadline of January 26, 2018 and received one response. The proposal submitted by CST Fleet Services was deemed responsive based on the City’s standard RFCSP process and moved forward for full proposal evaluation; and

WHEREAS, the evaluation committee met on March 21, 2018 to evaluate the one responsive proposal received. The proposal was evaluated based on the firm’s experience, background, qualifications; proposed plan and price schedule; and

WHEREAS, after committee review and discussion, the evaluation committee elected to invite the respondent for an interview which was held on April 16, 2018. The evaluation committee met again on May 9, 2018 and after further review and discussion, CST Fleet Services was recommended for award based upon consensus scoring; and

WHEREAS, the Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were followed, which requires contract be reviewed by a goal setting committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with ten (10) evaluation preference points; and

WHEREAS, this contract is an exception to the Local Preference Program and the Veteran-Owned Small Business (VOSB) Preference Program is inapplicable to non-professional service contracts. **NOW THEREFORE:**

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

SECTION 1. City Council hereby authorizes the City Manager and designee, severally, to execute a one (1) year agreement with CST Fleet Services for a “Fleet Budget Forecasting Tool,”

an application solution to automate and optimize the retain/replace decision and budget forecast process for the Equipment Renewal and Replacement Program at a cost not to exceed \$82,000.00 and providing for four (4) one (1) year renewals at City's option for software maintenance and support at a cost of \$16,400.00 annually not to exceed \$147,600.00 over a five year period as detailed in the agreement attached and incorporated herein for all purposes as **Exhibit A**.

SECTION 2. Funding for this Ordinance in the amount of \$82,000.00 is available in Fund 72001000, Cost Center 3503200001 General Ledger 5202020 as part of the Fiscal Year 2018 Budget.

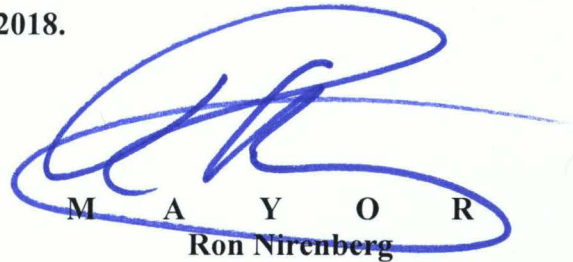
SECTION 3. Payment not to exceed the budgeted amount is authorized to CST Fleet Services and should be encumbered with a purchase order.

SECTION 4. All other expenditures will be in accordance with the Fiscal Year 2018 and subsequent budgets that fall within the term period of this contract approved by City Council.

SECTION 5. 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 allocations 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 6. This Ordinance shall become effective immediately upon its passage by eight affirmative votes; otherwise it shall become effective on the tenth day after passage thereof.

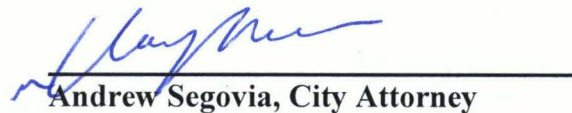
PASSED and APPROVED this 21st day of June, 2018.


M A Y O R
Ron Nirenberg

ATTEST:


Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:


Andrew Segovia, City Attorney

Agenda Item:	4 (in consent vote: 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18A, 18B, 19, 20, 21, 22, 23, 24, 25A, 25B, 25C, 27, 28, 29, 30, 31, 34, 35A, 35B, 36, 37, 38, 39, 40, 41, 42, 43, 46, 47, 49, 50, 51, 52, 53, 54, 56A, 56B, 56C, 56D, 56E)						
Date:	06/21/2018						
Time:	09:39:05 AM						
Vote Type:	Motion to Approve						
Description:	Ordinance approving a one-year contract with CST Fleet Services, Inc. for a Fleet Budget Forecasting Tool to automate and optimize the decision to retain or replace fleet and budget forecast process with an initial implementation cost not to exceed \$82,000.00 and additional software maintenance and support at a cost of \$16,400.00 annually not to exceed \$147,600.00 over a five year period. [Ben Gorzell, Chief Financial Officer; Troy Elliott, Deputy Chief Financial Officer, Finance]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Ron Nirenberg	Mayor		x				
Roberto C. Treviño	District 1		x			x	
William Cruz Shaw	District 2		x				x
Rebecca Viagran	District 3		x				
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5		x				
Greg Brockhouse	District 6		x				
Ana E. Sandoval	District 7		x				
Manny Pelaez	District 8		x				
John Courage	District 9		x				
Clayton H. Perry	District 10		x				

TM
06/21/18
Item No. 4

Exhibit A

**INTEGRATION AGREEMENT FOR
THE CITY OF SAN ANTONIO FLEET BUDGET FORECASTING TOOL**

**REQUEST FOR COMPETITIVE SEALED PROPOSAL
NO.: 6100009679**

**BETWEEN THE CITY OF SAN ANTONIO, TEXAS
AND
CST FLEET SERVICES.**

STATE OF TEXAS §
 §
COUNTY OF BEXAR §

This Agreement is entered into by and between the City of San Antonio, Texas, a home-rule municipal corporation (City), and CST Fleet Services ("CST"), both of which may be referred to herein collectively as the "Parties".

The Parties hereto severally and collectively agree, and by the execution hereof are bound, to the mutual obligations herein contained and to the performance and accomplishment of the tasks hereinafter described.

1.0 CONTRACT DOCUMENTS

The terms and conditions for performance and payment of compensation for this Agreement are set forth in the following contract documents, true and correct copies of which are attached hereto and fully incorporated herein for all purposes, and shall be interpreted in the order of priority as appears below:

- a. This Integration Agreement;
- b. City's Request for Competitive Sealed Proposal (RFCSP) 6100009670, including all attachments, addendums, best and final offers, and clarification statements thereto (Exhibit A);
- c. CST Statement of Work (Exhibit B);
- d. CST Response to RFCSP 6100009670 (Exhibit C-not attached, incorporated in the form signed and submitted by CST);
- e. CST Pricing Schedule (Exhibit D).

2.0 TERM

The term of the Agreement will be for a one (1) year period. The City shall have the option to renew for up to two additional one-year periods without additional City Council approval.

3.0 INSURANCE

Prior to the commencement of any work under this Agreement, CST shall furnish copies of all required endorsements and completed Certificate(s) of Insurance to the City's Finance Department, Purchasing Division, which shall be clearly labeled "Fleet Budget Forecasting Tool" in the Description of Operations block of the Certificate. The Certificate(s) shall be completed by an agent and signed by a person authorized by that insurer to bind coverage on its behalf. The City will not accept a Memorandum of Insurance or Binder as proof of insurance. The certificate(s) must be signed by the Authorized Representative of the carrier, and list the agent's signature and phone number. The certificate should be mailed, with copies of all applicable endorsements, directly from the insurer's authorized representative to the City. The City shall have no duty to pay or perform under this Agreement until such certificate and endorsements have been received and approved by the City's Finance Department, Purchasing Division. No officer or employee, other than the City's Risk Manager, shall have authority to waive this requirement.

The City reserves the right to review the insurance requirements of this Article during the effective period of this Agreement and any extension or renewal hereof and to modify insurance coverages and their limits when deemed necessary and prudent by City's Risk Manager based upon changes in statutory law, court decisions, or circumstances surrounding this Agreement. In no instance will City allow modification whereby City may incur increased risk.

CST's financial integrity is of interest to the City; therefore, subject to CST's right to maintain reasonable deductibles in such amounts as are approved by the City, CST shall obtain and maintain in full force and effect for the duration of this Agreement, and any extension hereof, at CST's sole expense, insurance coverage written on an occurrence basis, unless otherwise indicated, by companies authorized to do business in the State of Texas and with an A.M Best's rating of no less than A- (VII), in the following types and for an amount not less than the amount listed below:

<u>TYPE</u>	<u>AMOUNTS</u>
1. Commercial General Liability Insurance to include coverage for the following: a. Premises/Operations b. Products/Completed Operations c. Personal/Advertising Injury	For <u>Bodily Injury</u> and <u>Property Damage</u> of \$1,000,000 per occurrence; \$2,000,000 <u>General Aggregate</u> , or its equivalent in <u>Umbrella</u> or <u>Excess Liability Coverage</u>

CST agrees to require, by written contract, that all subcontractors providing goods or services hereunder obtain the same categories of insurance coverage required of CST herein, and provide a certificate of insurance and endorsement that names the CST and the CITY as additional insureds. Policy limits of the coverages carried by subcontractors will be determined as a business decision of CST. CST shall provide the CITY with said certificate and endorsement prior to the commencement of any work by the subcontractor. This provision may be modified by City's Risk Manager, without subsequent City Council approval, when deemed necessary and prudent, based upon changes in statutory law, court decisions, or circumstances surrounding this agreement. Such modification may be enacted by letter signed by City's Risk Manager, which shall become a part of the contract for all purposes.

As they apply to the limits required by the City, the City shall be entitled, upon request and without expense, to receive copies of the policies, declaration page, and all required endorsements. CST shall be required to comply with any such requests and shall submit requested documents to City at the address provided below within 10 days. CST shall pay any costs incurred resulting from provision of said documents.

City of San Antonio
Attn: IT Procurement Office, Finance Department
P.O. Box 839966
San Antonio, Texas 78283-3966

CST agrees that with respect to the above required insurance, all insurance policies are to contain or be endorsed to contain the following provisions:

- Name the City, its officers, officials, employees, volunteers, and elected representatives as additional insureds by endorsement, as respects operations and activities of, or on behalf of, the named insured performed under contract with the City, with the exception of the workers' compensation and professional liability policies;
- Provide for an endorsement that the "other insurance" clause shall not apply to the City of San Antonio where the City is an additional insured shown on the policy;
- Workers' compensation, employers' liability, general liability and automobile liability policies will provide a waiver of subrogation in favor of the City.
- Provide advance written notice directly to City of any suspension or non-renewal in coverage, and not less than ten (10) calendar days advance notice for nonpayment of premium.

Within five (5) calendar days of a suspension, cancellation or non-renewal of coverage, CST shall provide a replacement Certificate of Insurance and applicable endorsements to City. City shall have the option to suspend CST's performance should there be a lapse in coverage at any time during this contract. Failure to provide and to maintain the required insurance shall constitute a material breach of this Agreement.

In addition to any other remedies the City may have upon CST's failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, the City shall have the right to order CST to stop work hereunder, and/or withhold any payment(s) which become due to CST hereunder until CST demonstrates compliance with the requirements hereof.

Nothing herein contained shall be construed as limiting in any way the extent to which CST may be held responsible for payments of damages to persons or property resulting from CST's or its subcontractors' performance of the work covered under this Agreement.

It is agreed that CST's insurance shall be deemed primary and non-contributory with respect to any insurance or self insurance carried by the City of San Antonio for liability arising out of operations under this Agreement.

It is understood and agreed that the insurance required is in addition to and separate from any other obligation contained in this Agreement and that no claim or action by or on behalf of the City shall be limited to insurance coverage provided.

CST and any Subcontractors are responsible for all damage to their own equipment and/or property.

4.0 INDEMNIFICATION

CST covenants and agrees to FULLY INDEMNIFY, DEFEND and HOLD HARMLESS, the CITY and the elected officials, employees, officers, directors, volunteers and representatives of the CITY, individually and collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made upon the CITY directly or indirectly arising out of, resulting from or related to CST'S activities under this Agreement, including any acts or omissions of CST, any agent, officer, director, representative, employee, consultant or subcontractor of CST, and their respective officers, agents employees, directors and representatives while in the exercise of the rights or performance of the duties under this Agreement. The indemnity provided for in this paragraph shall not apply to any liability resulting from the negligence of CITY, its officers or employees, in instances where such negligence causes personal injury, death, or property damage. IN THE EVENT CST AND CITY ARE FOUND JOINTLY LIABLE BY A COURT OF COMPETENT JURISDICTION, LIABILITY SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS FOR THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW.

The provisions of this INDEMNITY are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. CST shall advise the CITY in writing within 24 hours of any claim or demand against the CITY or CST known to CST related to or arising out of CST's activities under this AGREEMENT and shall see to the investigation and defense of such claim or demand at CST's cost. The CITY shall have the right, at its option and at its own expense, to participate in such defense without relieving CST of any of its obligations under this paragraph.

Defense Counsel - CITY shall have the right to approve defense counsel to be retained by CST in fulfilling its obligation hereunder to defend and indemnify CITY. CITY RESPONDENT shall retain CITY approved defense counsel within seven (7) business days of CITY'S written notice that CITY is invoking its right to indemnification under this Contract. If CST fails to retain Counsel within such time period, CITY shall have the right to retain defense counsel on its own behalf, and CST shall be liable for all costs incurred by CITY. CITY shall also have the right, at its option, to be represented by advisory counsel of its own selection and at its own expense, without waiving the foregoing.

Employee Litigation - In any and all claims against any party indemnified hereunder by any employee of CST, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation herein provided shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CST or any subcontractor under worker's compensation or other employee benefit acts.

5.0 LAW APPLICABLE

- 5.1 **THIS CONTRACT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN BEXAR COUNTY, TEXAS.**
- 5.2 Any legal action or proceeding brought or maintained, directly or indirectly, as a result of this Contract shall be heard and determined in the City of San Antonio, Bexar County, Texas.

6.0 TERMINATION

- 6.1 Termination-Breach. Should CST fail to fulfill in a timely and proper manner, as determined solely by the Director, its material obligations under this contract, or violate any of the material terms of this contract, City shall have the right to immediately terminate the contract in whole or in part. Notice of termination shall be provided in writing to the CST, effective upon the date set forth in the notice. City may, in City's sole discretion, provide an opportunity for CST to cure the default. If City elects to offer an opportunity to cure, City shall provide notice to CST specifying the matters in default and the cure period. If CST fails to cure the default within the cure period, City shall have the right, without further notice, to terminate the contract in whole or in part. Such termination shall not relieve CST of any liability to the City for damages sustained by virtue of any breach by CST.
- 6.2 Termination-Notice. City may terminate this contract, in whole or in part, without cause. City shall be required to give CST notice ten days prior to the date of termination of the contract without cause.
- 6.3 Termination-Funding. City retains the right to terminate this contract at the expiration of each of City's budget periods. This contract is conditioned on a best efforts attempt by City to obtain and appropriate funds for payment of any debt due by City herein.
- 6.4 Termination by City may be effected by Director, without further action by the San Antonio City Council.
- 6.5 Regardless of how this Agreement is terminated, CST shall affect an orderly transfer to City or to such person(s) or firm(s) as the City may designate, at no additional cost to City, all completed or partially completed documents, papers, records, charts, reports, and any other materials or information produced as a result of or pertaining to the services rendered by CST, or provided to CST, hereunder, regardless of storage medium, if so requested by City, or shall otherwise be retained by CST. Payment of compensation due or to become due to CST is conditioned upon delivery of all such documents, if requested.
- 6.6 Termination not sole remedy. In no event shall City's action of terminating this Agreement, for cause be deemed an election of City's remedies, nor shall such termination limit, in any way, at law or at equity, City's right to seek damages from or otherwise pursue CST for any default hereunder or other action.

7.0 ENTIRE AGREEMENT

This Agreement, together with its exhibits, if any, constitutes the final and entire agreement between the parties hereto and contains all of the terms and conditions agreed upon. No other agreements, oral or

otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the parties hereto, unless the same are in writing, dated subsequent to the date hereto, and duly executed by the parties.

EXECUTED and **AGREED** to as of the dates indicated below. This Agreement may be executed in multiple copies, each of which shall constitute an original.

CITY OF SAN ANTONIO

CST, Inc.

Troy Elliott, CPA

Date: _____

Approved as to Form:

Assistant City Attorney

Ron Hall

Print Name: RON HALL
Title: Partner
Date: 6/11/2018