

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

AN ORDINANCE

**AUTHORIZING A CONTRACT WITH XEROX CORPORATION TO
PROVIDE CITY DEPARTMENTS WITH LEASED MULTI FUNCTION
DEVICES FOR AN ESTIMATED COST OF \$1,100,000.00 ANNUALLY,
WITH ALL EXPENDITURES IN ACCORDANCE WITH THE CITY'S
ADOPTED BUDGET APPROVED BY CITY COUNCIL AND NO
FUNDS ENCUMBERED AT THIS TIME.**

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WHEREAS, the City requires the lease of approximately 400 color/black & white multifunction devices to be used by the City's various departments to meet their general print and document imaging needs; and

WHEREAS, the City issued a Request for Competitive Sealed Proposal (RFCSP) for "Annual Contract for the Lease of Multi Function Devices" on January 9, 2015; and

WHEREAS, the City's evaluation committee scored the responses and based on the scores, recommends that Xerox Corporation, receiving the highest ranking, be awarded a contract;
NOW THEREFORE:

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

SECTION 1. An agreement with the Xerox Corporation to provide the City with leased multifunction devices for an estimated cost of \$1,100,000.00 annually, is hereby approved. A copy of the agreement is attached hereto and is incorporated by reference as **Attachment I**. The Director of Finance, or his designee, is authorized to execute the agreement and any related documents.

SECTION 2. The amount up to \$1,100,000.00 will be encumbered upon issuance of purchase orders, and payment is authorized to Xerox Corporation. All expenditures will be in accordance with the Fiscal Year 2016 and subsequent budgets that fall within the term period of this contract approved by City Council.

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 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.

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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 ____ day of _____, 2015.

M A Y O R
Ivy R. Taylor

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Martha G. Sepeda, Acting City Attorney

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