

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

AN ORDINANCE

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.

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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 **th** day of , 2018.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Andrew Segovia, City Attorney

Exhibit A

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