

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

**AN ORDINANCE**

**ACCEPTING THE OFFER FROM KOFILTE TECHNOLOGIES, INC. TO  
PROVIDE THE CITY WITH RECORD MANAGEMENT AND  
PRESERVATION SERVICES FOR AN ESTIMATED COST OF  
\$154,000.00, FUNDED FROM THE FY 2017 GENERAL FUND.**

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**WHEREAS**, an offer was submitted by Kofile Technologies, Inc. to provide the City Clerk's Office with record management and preservation services for an estimated cost of \$154,000.00, utilizing the TXMAS cooperative contract 13-36010; and

**WHEREAS**, this purchase meets the requirements under the terms of the State of Texas Cooperative Purchasing Agreement adopted by the City of San Antonio by Resolution No. 91-39-53 on September 12, 1991; **NOW THEREFORE:**

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

**SECTION 1.** The offer from Kofile Technologies, Inc., in the estimated amount of \$154,000.00, to provide the City Clerk's Office with record management and preservation services is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the bid tabulation sheet and contract are attached hereto and incorporated herein for all purposes as **Exhibit I**.

**SECTION 2.** Funding in the amount of \$154,000.00 for this ordinance is available in Fund 11001000, Cost Center 203010001 and General Ledger 5201040 as part of the Fiscal Year 2017 Budget. Payment not to exceed the budgeted amount is authorized to Kofile Technologies, Inc. and should be encumbered with a purchase order.

**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.

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

**PASSED and APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2017.

**M A Y O R**  
Ivy R. Taylor

**ATTEST:**

**APPROVED AS TO FORM:**

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Leticia M. Vacek, City Clerk

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Andrew Segovia, City Attorney

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