

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

**AN ORDINANCE**

**AUTHORIZING A CONTRACT WITH MIDWEST TAPE, LLC TO  
PROVIDE MEDIA, CATALOGING, AND DIGITAL PROCESSING  
SERVICES FOR THE SAN ANTONIO PUBLIC LIBRARY FOR AN  
ESTIMATED ANNUAL COST OF \$2,500,000.00, FUNDED FROM THE  
GENERAL FUND.**

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**WHEREAS**, proposals were submitted to provide the City of San Antonio with media, cataloging, and digital processing services for the San Antonio Public Library; and

**WHEREAS**, these materials will support the collections of the Central Library, twenty-four branches, and one school/public library; and

**WHEREAS**, two responsive proposals were received and evaluated; and

**WHEREAS**, the proposal submitted by Midwest Tape, LLC received the highest ranking and is recommended for award by the evaluation committee; **NOW THEREFORE:**

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

**SECTION 1.** The proposal submitted by Midwest Tape, LLC to provide the City with media, cataloging, and digital processing services for the San Antonio Public Library for an estimated annual cost of \$2,500,000.00 is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. Attached hereto and incorporated herein for all purposes as **Exhibit I** is the Score Summary. Copies of the proposals are available for inspection in the offices of the Purchasing Division of the Finance Department.

**SECTION 2.** Funding for this ordinance in the amount of \$2,500,000.00 is contingent upon approval of the Fiscal Year 2018 Budget for Fund 11001000, Cost Center 0402010001 and General Ledger 5304060.

**SECTION 3.** Payment not to exceed of \$2,500,000.00 is authorized to Midwest Tape, LLC and should be encumbered with a purchase order.

**SECTION 4.** Additional funding for this ordinance is contingent upon City Council approval of the City's operating budget and the availability of funds for Fiscal Years 2019, 2020, 2021, and 2022.

**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 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**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Leticia M. Vacek, City Clerk

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Andrew Segovia, City Attorney