

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

ORDINANCE

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
UTP PRODUCTIONS, INC., TO PROVIDE THEATRICAL
PRODUCTION LABOR SERVICES FOR EVENTS HELD AT THE
CARVER COMMUNITY CULTURAL CENTER, FOR A THREE-YEAR
TERM, COMMENCING OCTOBER 1, 2018 THROUGH SEPTEMBER 30,
2021, WITH TWO ADDITIONAL ONE-YEAR EXTENSIONS, FOR AN
ESTIMATED ANNUAL AMOUNT OF \$50,000.00.**

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WHEREAS, the Carver Community Cultural Center (“Carver”), which includes the Jo Long Theatre and Little Carver Community Center, hosts approximately twenty-five (25) full production events annually, in addition to various camps and events, and theatrical production labor is necessary to facilitate the production of these events including audio-visual, carpentry, electrical, theatrical properties, rigging, sound, special effects, wardrobe, hair and makeup, pyrotechnics, unloading and loading of vehicles, and other services customarily associated with theatrical event services; and

WHEREAS, the City released a Request for Proposals on May 7, 2018 seeking firms to provide theatrical production labor for the Carver and two qualified proposals were received and evaluated by an evaluation committee who recommends entering an agreement with UTP Production Labor, Inc. (“UTP”); **NOW THEREFORE:**

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

SECTION 1. The terms and conditions of a three-year Professional Services Agreement with UTP for production labor services at the Carver, for an estimated annual amount of \$50,000.00, with two additional one-year extensions, are authorized and approved.

SECTION 2. Funding in the amount of \$50,000.00 for this Ordinance is contingent upon approval of the Fiscal Year 2019 Budget for Fund 1001000, Cost Center 8002750001 and General Ledger 5201040.

SECTION 3. If approved by City Council, payment not to exceed the budgeted amount is authorized to UTP Productions, Inc. and shall be encumbered with a purchase order.

SECTION 4. 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 5. This Ordinance shall take effect immediately upon the receipt of eight affirmative votes; otherwise it shall be effective ten days after its passage.

PASSED AND APPROVED this 13th day of September, 2018.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Andrew Segovia, City Attorney