

ORDINANCE 2019-04-04-0281

AUTHORIZING AN EXTENSION OF THE PROFESSIONAL SERVICES AGREEMENT WITH ENSAFE INC. FOR AN ADDITIONAL FOUR YEAR PERIOD TO PROVIDE OCCUPATIONAL HEALTH SAFETY MANAGEMENT SYSTEM CONSULTANT SERVICES IN AN ESTIMATED AMOUNT OF \$25,000.00 PER YEAR NOT TO EXCEED \$100,000.00.

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WHEREAS, the City entered into a Professional Services Agreement with EnSafe, Inc. to provide Occupational Health Safety Management System consultant services for a term beginning March 8, 2018 and ending March 7, 2019, for an estimated amount of \$129,911.00; and

WHEREAS, the City extended the contract for a 30 day period pursuant to the contract terms and now wishes to amend and extend the contract to allow for an additional four year period beginning April 8, 2019 through April 7, 2023; and

WHEREAS, the cost per year is \$25,000.00 and will not exceed \$100,000.00 for the four year term; **NOW THEREFORE:**

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

SECTION 1. The City Manager or designee is hereby authorized to execute an extension of the professional services contract with EnSafe Inc. to provide Occupational Health Safety Management System consultant services beginning April 8, 2019, and ending April 7, 2019. A copy of the Amendment, in final form, is attached hereto as **Exhibit A**. The terms and conditions of said contract are hereby approved.


SECTION 2. Funding in the amount of \$12,500.00 for this Ordinance is available in Fund 75003000, Cost Center 7501050001 and General Ledger 5201040 as part of the Fiscal Year 2019 budget.

SECTION 3. Payment not to exceed the budgeted amount is authorized to Ensafe, Inc. to provide Occupational Health Safety Management System (OHSMS) consultant services to the City of San Antonio.

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.

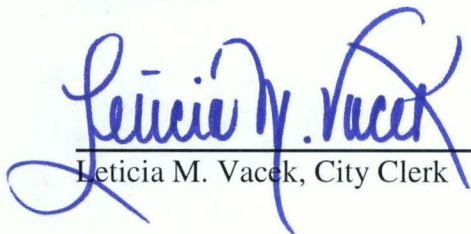
SECTION 5. This Ordinance shall be effective immediately upon passage by eight affirmative votes; otherwise, it shall be effective on the tenth day after passage hereof.

PASSED AND APPROVED this 4th day of April, 2019.




M A Y O R
Ron Nirenberg

ATTEST:



Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:



Andrew Segovia, City Attorney

Agenda Item:	28						
Date:	04/04/2019						
Time:	11:50:51 AM						
Vote Type:	Motion to Approve						
Description:	Ordinance extending the professional services agreement with EnSafe Inc. to provide Occupational Health and Safety Management System Consultant Services to the City for an additional four years for an annual cost of \$25,000.00 not to exceed \$100,000.00. The FY 2019 cost will be allocated from the Workers' Compensation Fund FY 2019 Adopted Budget and subsequent funding is contingent upon future budget appropriation. [Ben Gorzell, Chief Financial Officer; Debra M. Ojo, MPA, Director, Office of Risk Management]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Ron Nirenberg	Mayor		x				
Roberto C. Treviño	District 1		x				
Art A. Hall	District 2		x				
Rebecca Viagran	District 3		x				x
Rey Saldaña	District 4	x					
Shirley Gonzales	District 5		x				
Greg Brockhouse	District 6		x				
Ana E. Sandoval	District 7		x			x	
Manny Pelaez	District 8		x				
John Courage	District 9		x				
Clayton H. Perry	District 10		x				

KC
4/04/19
Item No. 28

EXHIBIT A

**AMENDMENT OF PROFESSIONAL SERVICES CONTRACT
BENEFITS CONSULTING SERVICES**

This Amendment of the Professional Services Contract for (the "Contract") is entered into by and between the City of San Antonio ("City") and EnSafe Inc. ("Consultant"), and is as follows:

I. AMENDMENT

Contract Article II, Term, §2.1 is amended to allow for an additional four year term beginning April 8, 2019 through April 7, 2023.

Contract Article III, Scope of Services, §3.4.1 is amended to provide technical support and implementation of the ISO 45001 Occupational Health and Safety Management System to the following departments: Transportation and Capital Improvements; Building and Equipment Services; Office of Risk Management; Parks and Recreation and Development Services.

Contract Article IV, Compensation to Consultant, §4.1, is amended to read as follows:

4.1 In consideration of Consultant's performance in a satisfactory and efficient manner, as determined solely by Director, of all services and activities set forth in this Agreement, City agrees to pay Consultant an amount not to exceed \$100,000.00.

II. PROVISIONS REMAIN IN EFFECT

All other current terms, conditions, covenants and provisions of the Contract not specifically mentioned herein and revised by this document, are hereby retained in their entirety, unchanged, and shall remain in full force in effect for the duration of said Contract.

CITY OF SAN ANTONIO

ENSAFE INC.

Ben Gorzell, Jr., CPA
Chief Financial Officer

Sharon E. Hooper

Sharon E. Hooper
VP Contracts and Risk Management

Date: _____

Date: March 12, 2019

APPROVED AS TO FORM:

Krista Cover
Assistant City Attorney

OFFICE OF RISK MANAGEMENT

**Occupational Health & Safety Management
System (OHSMS) Consulting Services**



City Council Agenda Item #28

Debra M. Ojo, MPA, Director
April 4, 2019

BACKGROUND

Occupational Health Safety Management System (OHSMS) Consultant Services

- Development and Implementation of City-wide Safety Management System
- Provide Technical Support and Audit Training to ORM Staff
- Provide Assistance with Gap Analysis and External SMS Audits
- Provide Recommendations for New Operational Controls

SWM – SMS OUTCOMES

Top Management Leadership

- OHS Policy by Department Director
- Setting and Approval of Safety Objectives at the Department Level
- Appointment of an SMS Core Team

Top Management Promoting a Safety Culture

- Annual Employee Safety Survey
- Development of Safety Procurement Processes for Contractors
- Use of Management of Change Process on New Projects

Communication

- Safety HotLine
- 311 Enhancement to Include SMS Concerns
- SMS Share Point Site

Consultation & Participation of Employees

- Employee Safety Survey Response Follow-up
- Quarterly Safety Roundtable Meetings
- Weekly SMS Meetings
- Appointment of Safety Liaisons per Site

Effective Processes to Identify Hazards & Control Risks

- Consistent Job Hazard Analysis and Risk Assessment Process
- Risk Assessments Performed on every New Project & Contractor Activity
- Annual Reviews of all Processes

Continual Performance Evaluation

- Annual Internal Audits
- Quarterly Management Reviews by SWM ELT
- Objectives & Action Plans Follow-up

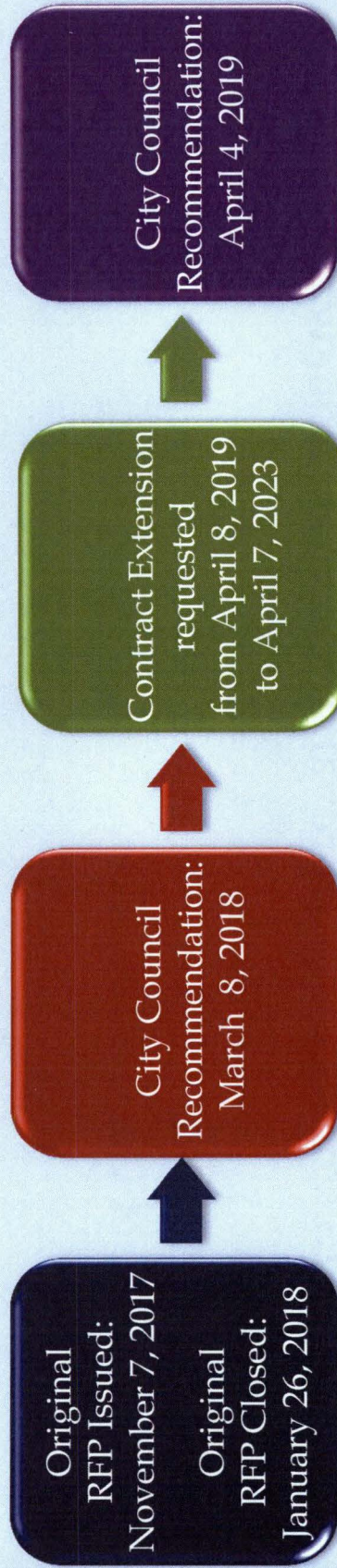
Legal Compliance

- Updated Inventory of Applicable Legal Requirements
- Process to Evaluate Compliance Annually
- SWM ELT Addresses Budgetary needs for Non-compliance Issues

SWM - ACCOMPLISHMENTS



BACKGROUND



RECOMMENDATION

- **Staff Recommends Approval of Contract Renewal – Ensafe, Inc.**
- **Contract Cost: \$100,000**
- **Contract Term: Four years, with an option to extend up to 180 days (April 8, 2019 – April 7, 2023)**

OFFICE OF RISK MANAGEMENT

**Occupational Health & Safety Management
System (OHSMS) Consulting Services**

A stylized graphic of a city skyline with various building silhouettes in shades of green and yellow, positioned behind the text.

City Council Agenda Item #28

Debra M. Ojo, MPA, Director
April 4, 2019