

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

ORDINANCE

APPROVING A CONTRACT WITH EXP SYSTEMS, LLC, TO PROVIDE A RISK MANAGEMENT INFORMATION SYSTEM SOFTWARE PLATFORM FOR A TOTAL AMOUNT OF \$634,000.00 FOR USE FOR THREE YEARS, WITH TWO ADDITIONAL, ONE-YEAR RENEWAL OPTIONS. FUNDING FOR IMPLEMENTATION IN THE AMOUNT OF \$154,000.00 AND FIRST YEAR SOFTWARE SUBSCRIPTION COST IN THE AMOUNT OF \$96,000.00 IS AVAILABLE FROM 2022 TAX NOTES. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.

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WHEREAS, the City released a Request for Competitive Sealed Proposals (RFCSP) to provide a Risk Management Information System for the Office of Risk Management (ORM); and

WHEREAS, these services are required to streamline all safety operations carried out by the Office of Risk Management Safety division to accurately track the safety status of all departments; and

WHEREAS, four proposals were received, of which one proposal was withdrawn by the respondent and the remaining three proposals were evaluated; and

WHEREAS, staff recommends EXP Systems LLC for award of a contract based on the City's standard RFCSP evaluation process; and

WHEREAS, approval of this ordinance will authorize a contract, beginning upon award and continuing in full force and effect on a year-to-year basis for a three-year period after implementation/setup and City's acceptance of the system, with the option for the City to renew for two additional one-year periods, for a total cost of \$634,000.00, over the entire contract term including renewals; and

WHEREAS, all expenditures will be in accordance with the applicable fiscal year's budget approved by City Council; **NOW THEREFORE:**

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

SECTION 1. The proposal submitted by EXP Systems LLC, to provide a Risk Management Information System for the Office of Risk Management, beginning upon award and remaining in full force and effect for a three-year period after implementation/setup and City's acceptance of the system, with the option for the City to renew for two additional one-year periods, for a total cost of \$634,000.00, over the entire contract term including renewals, is hereby accepted, subject

to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the score summary, contract and RFCSP is attached hereto and incorporated herein for all purposes as **Exhibit I**.

SECTION 2. Funding for this ordinance in the amount of \$154,000.00 are available in Fund 40099000, Project 09-00157, WBS Element 09-00157-04 and GL Account 5201040.

SECTION 3. Funding for this ordinance in the amount of \$96,000.00 are available in Fund 40099000, Project 09-00157, WBS Element 09-00157-04 and GL Account 5203080.

SECTION 4. Additional funding in the amount of \$384,000.00 is contingent upon City Council approval of the Fiscal Year 2026 and subsequent budgets that fall within the term of the contract.

SECTION 5. Payment in the amount of \$634,000.00 is authorized to EXP Systems LLC and should be encumbered with a purchase order(s). Payment is to provide a Risk Management Information System software platform. Funding is available from 2022 tax notes.

SECTION 6. The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or 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 7. This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

PASSED and APPROVED this __ day of _____, 2025.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney