

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

**ORDINANCE**

**APPROVING A CONTRACT WITH CORTEZ LIQUID WASTE SERVICES, INC., FOR THE RENTAL AND SERVICING OF PORTABLE CHEMICAL TOILETS AND HANDWASHING STATIONS FOR THE PARKS & RECREATION DEPARTMENT AND VARIOUS CITY DEPARTMENTS, BEGINNING UPON AWARD AND ENDING ON JUNE 30, 2027, WITH TWO ADDITIONAL ONE YEAR RENEWAL OPTIONS, FOR AN ESTIMATED ANNUAL COST OF \$503,000.00, OR AN ESTIMATED TOTAL COST OF \$2,515,000.00 OVER THE ENTIRE CONTRACT TERM INCLUDING RENEWALS. FUNDING IS FROM THE RESPECTIVE DEPARTMENT'S ADOPTED BUDGET.**

\* \* \* \* \*

**WHEREAS**, the City released a Request for Competitive Sealed Proposals (RFCSP) to select qualified contractors interested in providing the rental and servicing of standard and Americans with Disabilities Act (ADA) compliant portable chemical toilets, and handwashing stations; and

**WHEREAS**, one proposal was received and evaluated; and

**WHEREAS**, staff recommends Cortez Liquid Waste Services, Inc., 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 ending on June 30, 2027, with the option for the City to renew for up to two additional, one-year periods, for an estimated annual cost of \$503,000.00, or an estimated total cost of \$2,515,000.00 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 Cortez Liquid Waste Services, Inc., to provide the City of San Antonio rental and servicing of standard and ADA compliant portable chemical toilets, and handwashing stations for an estimated annual cost of \$503,000.00, or an estimated total cost of \$2,515,000.00 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 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 \$502,710.00 is available in Fund 29101004, Cost Center 2617010001 and General Ledger 5204070 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

**SECTION 3.** Additional funding is contingent upon City Council approval of the Fiscal Year 2025 and subsequent budgets that fall within the term of the contract. Funds will be encumbered upon issuance of purchase orders, and payment is authorized to Cortez Liquid Waste Services, Inc.

**SECTION 4.** 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 5.** 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 \_\_\_, 2024.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney