

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

ORDINANCE

APPROVING A CONTRACT WITH CINTAS CORPORATION NO. 2 FOR THE PURCHASE, INSPECTION, AND MAINTENANCE OF FIRE EXTINGUISHERS FOR VARIOUS CITY DEPARTMENTS, BEGINNING UPON AWARD THROUGH SEPTEMBER 30, 2027, WITH TWO ADDITIONAL, ONE-YEAR RENEWAL OPTIONS FOR AN ESTIMATED ANNUAL COST OF \$157,000.00, AND AN ESTIMATED TOTAL COST OF \$785,000.00. FUNDS ARE NOT ENCUMBERED BY THIS ORDINANCE. ALL EXPENDITURES WILL BE IN ACCORDANCE WITH THE RESPECTIVE DEPARTMENT'S ADOPTED BUDGET APPROVED BY CITY COUNCIL.

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WHEREAS, the City released a Request for Competitive Sealed Proposals (RFCSP) to provide routine inspections, maintenance, and repairs for fire extinguisher services at various locations throughout the City; and

WHEREAS, this service is required to preserve the safety, reliability, and functionality of the fire extinguishers at various City facilities for the Building and Equipment Services Department (BESD), San Antonio Metropolitan Health District (SAMHD), Center City Development & Operations (CCDO), Department of Human Services (DHS), San Antonio Public Library (SAPL), Convention and Sports Facilities Department (CSF), Parks and Recreation Department, Solid Waste Management Department (SWMD), Public Works Department, and the San Antonio Police Department (SAPD); and

WHEREAS, four proposals were received, of which two were deemed nonresponsive due to failure to submit a complete proposal and two were evaluated; and

WHEREAS, staff recommends Cintas Corporation No. 2 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 through September 30, 2027, with the option for the City to renew for two additional one-year periods, for an estimated annual cost of \$157,000.00, and an estimated total cost of \$785,000.00, 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 Cintas Corporation No. 2 for the purchase, inspection, and maintenance of fire extinguishers for various City departments, beginning upon award through September 30, 2027, with the option for the City to renew for two additional one-year periods for an estimated annual cost of \$157,000.00, and an estimated total cost of \$785,000.00, 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 \$17,000.00 is available in Fund 76001000, Cost Center 3506010003 and General Ledger 5202020 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 3. Funding for this ordinance in the amount of \$4,000.00 is available in Fund 53001000, Cost Center 1910030001 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 4. Funding for this ordinance in the amount of \$500.00 is available in Fund 11001000, Cost Center 1902010001 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 5. Funding for this ordinance in the amount of \$3,000.00 is available in Fund 29070000, Cost Center 2304050001 and General Ledger 5201040 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 6. Funding for this ordinance in the amount of \$15,827.00 is available in Fund 29016000, Cost Center 4504010001 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 6. Funding for this ordinance in the amount of \$4,600.00 is available in Fund 29006000, Cost Center 4204010001 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 7. Funding for this ordinance in the amount of \$2,135.00 is available in Fund 11001000, Cost Center 3806010101 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 8. Funding for this ordinance in the amount of \$800.00 is available in Fund 11001000, Cost Center 3803020103 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 9. Funding for this ordinance in the amount of \$6,000.00 is available in Fund 11001000, Cost Center 3617010003 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 10. Funding for this ordinance in the amount of \$5,000.00 is available in Fund 11001000, Cost Center 1703100001 and General Ledger 5304050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 11. Funding for this ordinance in the amount of \$20,000.00 is available in Fund 11001000, Cost Center 0402010001 and General Ledger 5204080 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 12. Funding for this ordinance in the amount of \$10,000.00 is available in Fund 11001000, Cost Center 2615020001 and General Ledger 5204050 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 13. Funding for this ordinance in the amount of \$4,437.50 is available in Fund 5203010, Cost Center 5555410002 and General Ledger 55001000 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 14. Funding for this ordinance in the amount of \$4,437.50 is available in Fund 5203010, Cost Center 5555510002 and General Ledger 55001000 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 15. Funding for this ordinance in the amount of \$4,437.50 is available in Fund 5203010, Cost Center 5555310002 and General Ledger 55001000 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 16. Funding for this ordinance in the amount of \$4,437.50 is available in Fund 5203010, Cost Center 5555610002 and General Ledger 55001000 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 17. Additional funding is contingent upon City Council approval of the Fiscal Year 2026 and subsequent budgets that fall within the term of the contract.

SECTION 18. Payment in the amount of \$785,000.00 is authorized to Cintas Corporation No. 2 and should be encumbered with a purchase orders.

SECTION 19. 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 20. This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

LC
__/__/24
Item No. __

PASSED and APPROVED this __ day of _____, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

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