

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

AN ORDINANCE

**AUTHORIZING A PROFESSIONAL SERVICES
CONTRACT WITH KELMAR GLOBAL IN THE
AMOUNT OF \$238,500.00 TO PROVIDE THE SAN
ANTONIO POLICE DEPARTMENT WITH
BACKGROUND INVESTIGATIONS OF POLICE
COMMUNICATION APPLICANTS.**

* * * *

WHEREAS, a five person Evaluation Committee consisting of personnel from Police and Human Resources Departments evaluated the proposals; and

WHEREAS, three (3) responsive proposals were reviewed; and

WHEREAS, the criteria used to evaluate the responses included experience, background and qualifications, proposed plans, price schedule; Local Preference; and Veteran-Owned Small Business Preference; and

WHEREAS, as a result of the RFP process, the staff recommends that Kelmar Global be awarded the contract to provide services; and

WHEREAS, said Contract provides for an initial 4-year term, beginning August 1, 2024, with two (2), one (1) year options to renew; and

WHEREAS, the estimated total cost of this contract is \$258,500.00; **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 a contract with Kelmar Global to provide background check services for police communications applicants. The contract shall be executed for an initial four (4) year term, beginning August 1, 2024, and ending July 31, 2028, and includes an option for the City to extend the contract for two (2) one (1) year periods, subject to subsequent funding and approval by City Council. A copy of the contract, in substantially 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 \$39,000.00 for this ordinance is available in Fund 11001000, Cost Center 1706030001 and General Ledger 5201040 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 contract terms of this ordinance.

SECTION 4. Payment in the amount of \$238,500.00 is authorized to Kelmar and Associates, Inc. dba Kelmar Global and should be encumbered with a purchase order.

SECTION 5. 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 the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 6. This ordinance is effective immediately upon passage by eight affirmative votes; otherwise, it is effective on the tenth day after passage.

PASSED AND APPROVED this xx day of August, 2024.

M A Y O R
Ron Nirenburg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney