

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

ORDINANCE

APPROVING A CONTRACT WITH CAPE EQUIPMENT & SERVICES, LLC, DBA LSS DIGITAL PRINT FINISHING SYSTEMS, TO PROVIDE A HIGH-VOLUME INDUSTRIAL DOCUMENT SHREDDER FOR THE OFFICE OF THE CITY CLERK FOR A TOTAL COST OF \$56,483.10. FUNDING IS FROM THE FY 2023 GENERAL FUND BUDGET.

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WHEREAS, an offer was submitted by Cape Equipment & Services, LLC, dba LSS Digital Print Finishing Systems, through the Texas Local Government Purchasing Cooperative (a.k.a. the “Buyboard”), to provide a high-volume industrial document shredder for the Office of the City Clerk for a total cost of \$56,483.10; and

WHEREAS, this purchase meets the requirements under the terms of the Texas Local Government Purchasing Cooperative agreement adopted by the City of San Antonio by Ordinance No. 97097 on January 30, 2003; **NOW THEREFORE:**

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

SECTION 1. The offer submitted by Cape Equipment & Services, LLC, dba LSS Digital Print Finishing Systems, to provide a high-volume industrial document shredder for the Office of the City Clerk for a total cost of \$56,483.10 is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the bid tabulation and contract is attached hereto and incorporated herein for all purposes as **Exhibit I**.

SECTION 2. Funding for this ordinance in the amount of \$56,483.10 is available in Fund 11001000, Cost Center 203010001 and General Ledger 5709060 as part of the Fiscal Year 2023 Adopted Budget approved by City Council.

SECTION 3. Payment is authorized to Cape Equipment & Services, LLC, dba LSS Digital Print Finishing Systems, and should be encumbered with a purchase order.

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 affirmative votes; otherwise it is effective on the tenth day after passage.

LC
__/__/23
Item No. __

PASSED and APPROVED this __ day of _____, 2023.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

DRAFT