



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 8

Agenda Date: March 21, 2024

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

3/21/2024 Annual Contract

SUMMARY:

An ordinance approving one contract amendment to provide the City with commodities and services on an annual basis for the term of the contract for an estimated amount of \$27,144 for year 1; \$117,592.80 total. This ordinance provides the procurement of the following item, as needed, and dependent on the department's available budget, for the term of the contract:

A. The New York Times Company for NYTimes Subscription for the San Antonio Public Library \$27,144, year 1; \$117,592.80 total (1 contract, Library)

BACKGROUND INFORMATION:

The City of San Antonio (City) utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

Contract Amendment:

A. The New York Times Company for NYTimes Subscription for the San Antonio Public Library, \$27,144 annually, February 23, 2024 through February 23, 2027 – acceptance of contract Amendment I will extend Annual Contract for NYTimes Subscription for the San Antonio Public Library with the New York Times Company by three (3) years from February 23, 2024 through February 23, 2027. The original contract was awarded to The New York Times Company on February 23, 2022 as an informal contract in the amount of \$34,600.80. Contract Amendment I will extend the term by three years in the amount of \$82,992.00 and amend the contract to a total contract value of \$117,592.80. The New York Time online subscription is utilized by the public and staff interested in both conducting research as well as reading the paper on a daily basis.

The New York Times Company is the sole source for NYTimes.com as it pertains to the product platform and features. This item is being purchased as Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with his/her signature, that all items offered are considered a Sole Source. The NYTimes.com has unique content that is only provided via the NYTimes subscription service by the New York Times Company.

ISSUE:

This contract represents a portion of approximately 250 annual contracts that will be brought before City Council throughout the fiscal year. These products and services are used by city departments in their daily operations.

A. The New York Times Company for NYTimes Subscription for the San Antonio Public Library

This contract is exempt from competitive bidding and is excluded from the scope of the Small Business Economic Development Advocacy (SBEDA) program.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies or non-professional services, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract amendment not be approved, department will be required to process individual procurements for these items and services on an as needed basis and increased costs due to non-contract buying could be realized adversely affecting timelines of delivery.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the department's adopted budget approved by City Council. Purchases made by the departments are as needed and dependent upon available funds within their adopted budget.

RECOMMENDATION:

Staff recommends the acceptance of this contract amendment submitted through this ordinance to provide the City with specified services on an annual contract basis.

This contract was procured on the basis of an amendment; therefore, a Contract Disclosure Form is not required.