

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

**ORDINANCE**

**APPROVING A CONTRACT WITH CAPTIONSOURCE, LLC, TO PROVIDE REMOTE REAL-TIME CLOSED CAPTIONING SERVICES FOR THE CITY FOR AN ESTIMATED ANNUAL COST OF \$101,200.00, TOTALING AN ESTIMATED \$506,000.00 FOR THE ENTIRE CONTRACT TERM, INCLUDING RENEWAL OPTIONS. FUNDING FOR THIS CONTRACT IS AVAILABLE FROM THE FY 2022 GENERAL FUND BUDGET. FUNDING FOR SUBSEQUENT YEARS IS SUBJECT TO CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.**

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**WHEREAS**, the City released a Request for Competitive Sealed Proposals (RFCSP) to provide remote real-time closed captioning services for cablecast programming on the government access channel of the local cable system(s) for the City; and

**WHEREAS**, five proposals were received and evaluated; and

**WHEREAS**, staff recommends CaptionSource, LLC, 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 execution or September 20, 2022, whichever is later, through September 19, 2025, with the option for the City to renew for two additional, one-year periods, for an estimated annual cost of \$101,200.00; 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 and Best and Final Offer (BAFO) submitted by CaptionSource, LLC, for an estimated annual cost of \$101,200.00 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 and contract is attached hereto and incorporated herein for all purposes as **Exhibit I**.

**SECTION 2.** Funding for this ordinance in the amount of \$101,200.00 is available in Fund 11001000, Cost Center 1202010002 and General Ledger 5201040 as part of the Fiscal Year 2022 Adopted Budget approved by City Council.

**SECTION 3.** Additional funding is contingent upon City Council approval of the Fiscal Year 2023 and subsequent budgets that fall within the term of the contract.

**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 \_\_\_\_\_, 2022.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney