

## AGENDA



Thursday, November 6, 2008

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION****Item No. 42**

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**Subject:** Authorize award and execution of a 36-month requirements supply contract with MWI VETERINARY SUPPLY, Meridian, ID for the purchase of veterinary supplies in an estimated amount not to exceed \$660,000, with three 12-month extension options in estimated amounts not to exceed \$260,000 for first extension option, \$280,000 for the second extension option, and \$300,000 for the third extension option, for a total estimated contract amount not to exceed \$1,500,000.

**Amount and Source of Funding:** Funding in the amount of \$167,000 is available in the Fiscal Year 2008-2009 Operating Budget of the Health and Human Services Department. Funding for the remaining 25 months of the original contract and the extension options is contingent upon available funding in future budgets.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Wilbur Jones, Buyer I/972-4013

**Purchasing Language:** Best evaluated bid of two bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

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This contract will provide a wide variety of veterinary pharmaceuticals, supplies, equipment, and animal care products to benefit the animals served by the Town Lake Animal Center (TLAC).

As a municipally-owned animal shelter, TLAC operates under an open-admission system, caring for approximately 24,000 animals per year. These supplies will help ensure that TLAC animals receive an appropriate level of veterinary care and that TLAC employees have the proper tools and equipment to work with and care for these animals.

MBE/WBE solicited: 0/0

MBE/WBE Bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Forty-one notices were sent. There are no known MBE/WBEs available for this commodity. Two bids were received.
- c. The pricing offered represents a 6% decrease from the last contract award in December 2004.

**APPROVAL JUSTIFICATION**

- a. Best evaluated bid received.
- b. The Purchasing Office concurs with Health and Human Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.