

## AGENDA



Thursday, January 13, 2011

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**
**Item No. 29**

**Subject:** Authorize award and execution of a 36-month requirements supply contract with MWI VETERINARY SUPPLY, Meridian, ID, or the other qualified bidder for IFB-BV No. CEA0007, to provide veterinary supplies in an estimated amount not to exceed \$1,891,500, with three 12-month extension options in estimated amounts not to exceed \$694,575 for the first extension option, \$729,304 for the second extension option, and \$765,769 for the third extension option, for a total estimated contract amount not to exceed \$4,081,148.

**Amount and Source of Funding:** Funding in the amount of \$450,000 is available in the Fiscal Year 2010-2011 Operating Budget of the Health and Human Services Department. Funding for the remaining 27 months of the original contract period and 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:** Colleen Athey, Buyer II, 972-4012

**Purchasing Language:** Best-value 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.

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 23,000 animals per year. These veterinary 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.

In order to determine the best value to the City, evaluation criteria included cost, the bidder's website functionality, appearance, offerings, ease of use, and inventory management.

This request allows for the execution of a contract with a bidder, who provides the best value to the City, that Council selects. If this bidder does not execute a contract with the City, staff will return to Council so that Council may select another best-value bidder and authorize a contract with this bidder.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Twenty-eight notices were sent. There are no known MBE/WBEs for this commodity. Two bids were received.
- c. The pricing offered represents a 4% decrease from the last contract award in December 2008.

#### APPROVAL JUSTIFICATION

- a. Best evaluated bid of two bids received. MWI Veterinary Supply is the current provider of these products.
- b. The Purchasing Office concurs with the Health and Human Services Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.