

AGENDA



Thursday, June 24, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 63**

Subject: Authorize award and execution of a 36-month requirements supply contract with TOMLINSON'S FEED & PETS, INC., Austin, TX to provide pet food and supplies in an estimated amount not to exceed \$528,200, with three 12-month extension options in estimated amounts not to exceed \$260,640 for the first extension option, \$312,768 for the second extension option, and \$375,322 for the third extension option, for a total estimated contract amount not to exceed \$1,476,930.

Amount and Source of Funding: Funding in the amount of \$10,833 is available in the Fiscal Year 2009-2010 Operating Budget of the Health and Human Services Department. Funding for the remaining 35 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 I, 972-4012

Purchasing Language: Lowest bid meeting specification of five 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 pet food and other supplies to the Health and Human Services Department's animal shelter.

The animal shelter provides food and shelter to nearly 23,000 animals every year. Animals brought to the shelter often arrive in poor nutritional condition with neglected health needs (i.e. the need for deworming, flea/tick baths, and/or vaccinations.) The animals are stressed by the new surroundings, routines, and human contact they experience in a shelter environment. To help the animals cope with the added stress of a shelter environment, the shelter utilizes premium-grade pet food for their daily sheltering operations for dogs, cats, puppies, and kittens. There are times, however, when the shelter is caring for an animal with very serious health problems that warrant an even higher-grade (ultra-premium) nutrition. The ultra-premium pet food required in these situations will help these animals to recover more quickly.

In addition to dogs and cats, this contract will provide food and supplies for a wide variety of animals including rabbits, birds, goats, hamsters, and other animals as needed.

MBE/WBE solicited: 0/0 MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Twenty-five notices were sent, including one WBE. Five bids were received, with no response from the WBE.
- c. The pricing offered represents a 38% increase from the last contract award in August 2005. This increase can be attributed to the significant increase in the cost of grain products used to manufacture

dog food. Grain prices have increased as a result of their use in the manufacturing of bio-fuels. The Producer Price Index for Animal Food Manufacturing has increased 36.7% since August 2005.

APPROVAL JUSTIFICATION

- a. Lowest bid meeting specification received. Tomlinson's Feed & Pets Inc. is the current provider of these items.
- 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.