

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Department of Public Health

**AGENDA DATE:** April 26, 2011

**CONTACT PERSON/PHONE:** Michael Hill – Director, Department of Public Health (915) 771-5702  
Bruce Collins – Purchasing Manager (915) 541-4313

**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

Award the following solicitation: 2011-138 – Spay/Neuter Voucher Program  
To: Pets Alive-El Paso, Inc. of El Paso, TX  
Estimated Annual Expenditures: \$100,000  
Total Estimated Expenditures: \$200,000 for two (2) years

**BACKGROUND / DISCUSSION:**

The Department of Public Health is recommending the award of the above bid. Pets Alive-El Paso, Inc. was the sole responsive, responsible bidder. Pets Alive-El Paso, Inc. will operate the spay/neuter voucher program to provide spay/neuter services to eligible households whose income qualifies them for US Department of Housing and Urban Development assistance. Pets Alive-El Paso, Inc. has provided satisfactory service under contract for the Department of Public Health for over five years.

**PRIOR COUNCIL ACTION:**

N/A.

**AMOUNT AND SOURCE OF FUNDING:**

Department: Department of Public Health  
Amount: \$200,000  
Funds Available: 41010132-502215-01101  
Funds Source: General Fund – Outside Contracts

**BOARD / COMMISSION ACTION:**

N/A.

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\*\*\*\*\*AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** \_\_\_\_\_



# CITY OF EL PASO BID TABULATION FORM



Bid Opening Date: February 16, 2011  
 Project Name: Spay/Neuter Voucher Program

Solicitation #: 2011-138  
 Department: Public Health

<b>CONTRACT YEAR</b>	PETS ALIVE-EL PASO, INC. EL PASO, TX			
<b>YEAR 1</b>	PROPOSED NUMBER OF STERILIZATION PROCEDURES*			
	[A]			
	525			
	COST PER STERILIZATION VOUCHER*			
	[B]			
	\$80.97			
	ADMINISTRATIVE PROGRAM COST			
	[C]			
	\$14.29			
	ANNUAL PROGRAM COST			
	[D]			
	A X [B + C] = D			
	\$50,011.50			

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
 The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: EH

DATE: 2/17/11



**CITY OF EL PASO  
BID TABULATION FORM**



Bid Opening Date: February 16, 2011  
Project Name: Spay/Neuter Voucher Program

Solicitation #: 2011-138  
Department: Public Health

	PETS ALIVE-EL PASO, INC. EL PASO, TX			
<b>CONTRACT YEAR</b>				
<b>YEAR 2</b>	PROPOSED NUMBER OF STERILIZATION PROCEDURES* [A]			
	525			
	COST PER STERILIZATION VOUCHER* [B]			
	\$80.97			
	ADMINISTRATIVE PROGRAM COST [C]			
	\$14.29			
	ANNUAL PROGRAM COST [D] A X [B + C] = D			
\$50,011.50				
<b>TOTAL</b>	\$100,023.00			

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
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APPROVED BY: EH

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	PETS ALIVE-EL PASO, INC. EL PASO, TX			
<p style="text-align: center;"><b><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></b></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT. <span style="float: right;"><input type="checkbox"/></span></p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT. <span style="float: right;"><input checked="" type="checkbox"/></span></p> <p>NO OPTION OFFERED <span style="float: right;"><input type="checkbox"/></span></p>				
<b>PAYMENT TERMS:</b>	NET - 30 DAYS			
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			
<b>BIDS SOLICITED: 1</b>	<b>BIDS RECEIVED: 1</b>	<b>BIDS LOCAL: 1</b>	<b>NO BIDS: 0</b>	

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
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APPROVED BY:     Ea    

DATE:     2/17/11

Pets Alive-El Paso, Inc.  
Attn: Janice Nutt  
7500 Viscount, Suite 108  
El Paso, TX 79925