

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

DEPARTMENT: El Paso Zoo
AGENDA DATE: May 4, 2010
CONTACT PERSON/PHONE: Steve Marshall, Zoo Director - 521-1850
Carmen Arrieta-Candelaria, Chief Financial Officer – 541-4293
DISTRICT(S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Manager of Financial Services, Purchasing Division be authorized to issue a purchase order to Safari West for the purchase, transportation and clinical laboratory tests of 17 animals for the El Paso Zoo's African Savannah. The purchase is exempt from competitive bidding as a sole source since each animal is distinct and has unique characteristics and it is impossible to develop objective specifications.

BACKGROUND / DISCUSSION:

For quarantine and exhibition purposes, it is advantageous to purchase animals from one vendor. Due diligence was given in vendor selection as Safari West as the only American zoo Association (AZA) related facility with the ability to test, quarantine and transport zebras (6), kudus (2), gazelles (5), ostrich (2) and cranes (2) together eliminating the need for separate quarantine areas, reducing shipping cost and presenting savings to the City of El Paso.

PRIOR COUNCIL ACTION:

Council has approved construction and expansion bids for the 2000 Quality Of Life Bond issuance.

AMOUNT AND SOURCE OF FUNDING:

Dept. 52153027- Gate Operations
Fund 15445 – Zoo General Operations
Account 508013 - Animals
\$ 69,567.10

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____ Steve Marshall, Director _____
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

PROJECT FORM

DATE: April 21, 2010

PROJECT: Zoo Animals
DEPARTMENT: Zoo
FUNDING SOURCE: Zoo Operations - Animals
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: Safari West, Inc
Santa Rosa, CA

Amount: \$69,567.10

Request that the Purchasing Manager of the Financial Services, Purchasing Division be authorized to issue a Purchase Order to Safari West, Inc. of Santa Rosa, CA for the purchase, transportation and clinical laboratory tests of 17 zoo animals representing five different species. The purchase is exempt from competitive bidding as a sole source since each animal is distinct and has unique characteristics and it is impossible to develop objective specifications.

This is a sole vendor purchase.

TOTAL RECOMMENDED AWARD: \$69,567.10
One-Time Purchase Amount

COUNCIL APPROVED REJECTED MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: May 4, 2010

Carmen Arrieta-Candelaria
Chief Financial Officer
Financial Services Department, Purchasing Division

INVOICE

SAFARI WEST

INVOICE # [100]
DATE: APRIL 27, 2010

3115 Porter Creek Road, Santa Rosa, CA, 95404
Phone 707-579-2551 Fax 579-579-8777
krobertson@safariwest.com

TO El Paso Zoo
4001 E. Paisano Dr.
El Paso, TX, 79905-4223
Phone: 915-521-1850
Fax: 915-521-1857

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
		Net 10 days upon delivery	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
0.6	Grant's Zebra	4775.00/each	28,650.00
1.0	Greater Kudu	2750.00/each	2,750.00
0.1	Greater Kudu	9350.00/each	9,350.00
1.0	Thompson's Gazelle	1650.00/each	1,650.00
0.4	Thompson's Gazelle	3150.00/each	12,600.00
0.2	Ostrich	625.00/each	1,250.00
1.1	E. African Crowned Crane	2500.00/pair	2,500.00
2	Deliveries from San Antonio to El Paso (approx. 500 miles)	2.50/mile	2,500.00
1	Delivery from Santa Rosa, CA to El Paso, TX (approx 1,300 miles)	2.50/ mile	3,250.00
**	Testing fees (through outside source are approx. depending on the individual animal requirements. Tests are coordinated with El Paso Zoo Veterinarian, Dr. Milne)		5,067.10
SUBTOTAL			69,567.10
SALES TAX			
TOTAL			\$69,567.10

Make all checks payable to Peter Lang
THANK YOU FOR YOUR BUSINESS!