



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of May 16, 2017  
Action Item for the City Council Meeting of May 23, 2017

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**DATE:** May 16, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** Mike Markle, Police Chief  
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Veterinary Medicine and Supplies
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### **CAPTION:**

Motion authorizing City Manager, or designee, to execute 12-month supply agreements with Patterson Veterinary Supply, Inc. of San Antonio, Texas, not to exceed \$197,542.19, and Zoetis, Inc. of Parsippany, New Jersey, not to exceed \$70,250.00, for veterinary medicine and supplies for the Corpus Christi Police Department, Animal Care Services Division, in accordance with Request for Bid No. 181, based on the lowest, responsive, responsible bids by grouped item for a total amount not to exceed \$267,792.19, with an estimated expenditure of \$30,000.00 in FY 2016-2017.

### **PURPOSE:**

These supply agreements will provide veterinary medicine and supplies for the Corpus Christi Police Department's Animal Care Services Division.

### **BACKGROUND AND FINDINGS:**

These supplies and medicines will be utilized by the Corpus Christi Police Department's Animal Care Services Division, Veterinarian, to treat animals. These contracts provide unit pricing for specified items to be purchased on an "as needed" basis by the Animal Care Services Division.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a new contract. The City received three responsive, responsible bids, out of 9 notifications issued, and is recommending the award to two lowest, responsive, responsible bidders, Patterson Veterinary Supply, Inc. for an amount not to exceed \$197,542.19; and, Zoetis, Inc., for an amount not to exceed \$70,250.00.

**ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

Not applicable.

**CONFORMITY TO CITY POLICY:**

These purchases conform to the City's purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Animal Control

**FINANCIAL IMPACT:**

☒ Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$113,274.57	\$237,792.19	\$351,066.76
Encumbered / Expended Amount	\$75,490.27	\$0.00	\$75,490.27
This item	\$30,000.00	\$237,792.19	\$267,792.19
BALANCE	\$7,784.30	\$0.00	\$7,784.30

Fund(s): General Fund

**Comments:** The initial contracts are for an amount not to exceed \$267,792.19, with an estimated expenditure of \$30,000.00 funded in FY2016-2017. Future expenses will be requested during the normal budget process.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement with Patterson Veterinary Supply, Inc.  
Service Agreement with Zoetis,, Inc.  
Bid Tabulation