

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

**AGENDA DATE:** September 26, 2023  
**PUBLIC HEARING DATE:** Not Applicable

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**

Terry K. Kebschull, Animal Services Director (915) 212-8742  
K. Nicole Cote, Managing Director of Purchasing & Strategic Sourcing (915) 212-1092

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** No. 8 - Nurture and Promote a Healthy, Sustainable Community

**SUBGOAL:** 8.3 Enhance animal services to ensure El Paso's pets are provided a safe and healthy environment

**SUBJECT:**

The award of solicitation No. 2023-0136 Microchips to Pethealth Services (USA) Inc., for an initial three (3) year term for an estimated amount of \$262,500.00. The award also includes a one (1), two (2) year option for an estimated amount of \$175,000.00. The total value of the contract is, including the initial term plus the option, for a total of five (5) years, for an estimated amount of \$437,500.00. This contract will allow the Animal Services department to purchase microchips to implant in adopted animals.

**BACKGROUND / DISCUSSION:**

This contract will allow Animal Services to chip every pet that leaves our shelter and to provide free services to the community. These free services are provided with the intent of microchipping more pets in the community. This will aid in returning more pets to their families without them ever having to come to the shelter.

**SELECTION SUMMARY:**

Solicitation was advertised on May 30, 2023 and June 6, 2023. The solicitation was posted on City website on May 30, 2023. There were a total fourteen (14) viewers online; five (5) bids were received; none from local suppliers.

**CONTRACT VARIANCE:**

The difference based in comparison to the previous contract is as follows: There was an overall decrease of \$49,350.00 which represents 15.82%. This is due to the unit price for microchips decreasing to include the quantities reduced for this new contract.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$437,500.00  
Funding Source: Animal Services Fund  
Account: 225-531100-2580-25110

2023-0136 Microchips

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?  YES  NO

**PRIMARY DEPARTMENT:** Animal Services

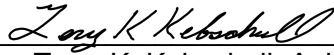
**SECONDARY DEPARTMENT:** Purchasing & Strategic Sourcing

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

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Terry K. Keschull, Animal Services Director

**COUNCIL PROJECT FORM  
(Low Bid)**

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Please place the following item on the **CONSENT** agenda for the Council Meeting of **September 26, 2023**.

**STRATEGIC GOAL No. 8 - Nurture and Promote a Healthy, Sustainable Community**

The linkage to the Strategic Plan is subsection 8.3 Enhance animal services to ensure El Paso’s pets are provided a safe and healthy environment

**Award Summary:**

The award of solicitation No. 2023-0136 Microchips to Pethealth Services (USA) Inc., for an initial three (3) year term for an estimated amount of \$262,500.00. The award also includes a one (1), two (2) year option for an estimated amount of \$175,000.00. The total value of the contract is, including the initial term plus the option, for a total of five (5) years, for an estimated amount of \$437,500.00. This contract will allow the Animal Services department to purchase microchips to implant in adopted animals.

**Contract Variance:**

The difference based in comparison to the previous contract is as follows: A decrease of \$49,350.00 which represents 15.82%. This is due to the unit price for microchips decreasing to include the quantities reduced for this new contract.

Department:	Animal Services
Vendor:	Pethealth Services (USA) Inc. Buffalo, NY
Item(s):	All
Term:	3 Years
Option to Extend:	2 Years
Annual Estimated Award:	\$ 87,500.00
Initial Term Estimated Award:	\$ 262,500.00 (3 Years)
Total Estimated Award:	\$ 437,500.00 (5Years)
Account No.:	225 – 531100 – 2580 – 25110
Funding Source:	Animal Services Fund
District(s):	All

This is a Low bid, unit price contract.

The Purchasing & Strategic Sourcing and Animal Services Departments recommend award as indicated to Pethealth Services (USA) Inc., the lowest responsive and responsible bidder and to deem iTech Devices, Inc., non-responsive due not completing and uploading all required forms. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

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## CITY OF EL PASO BID TABULATION FORM



BID TITLE: MICROCHIPS																		BID NO: 2023-0136	
BID DATE: JUNE 28, 2023																		DEPARTMENT: ANIMAL SERVICES	
				Intervet, Inc. dba Merck Animal Health Omaha, NE Bidder 1 of 5			iTech Devices, Inc Fremont, CA Bidder 2 of 4			Kinetic Motorwerks, LLC Houston, TX Bidder 3 of 5			Midwest Veterinary Supply, Inc. Lakeville, MN Bidder 4 of 5			Pethealth Services (USA) Inc. Buffalo, NY Bidder 5 of 5			
Item No.	Description	Unit of Measure	Approximate / Estimate Quantity (A)	Price (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total (C = A X B) (C)	3 Year Total (D = C X 3) (D)	
1	Standard Microchips 2.1 mm X 12 mm (must be glass encapsulated)	Each	20000	\$ 3.75	\$ 75,000.00	\$ 225,000.00	\$ 2.70	\$ 54,000.00	\$ 162,000.00	\$ 4.80	\$ 96,000.00	\$ 288,000.00	\$ 15.50	\$ 310,000.00	\$ 930,000.00	\$ 2.75	\$ 55,000.00	\$ 165,000.00	
2	Mini Microchips 2.1 mm X 12 mm (must be glass encapsulated)	Each	10000	\$ 3.75	\$ 37,500.00	\$ 112,500.00	\$ 2.74	\$ 27,400.00	\$ 82,200.00	\$ 4.80	\$ 48,000.00	\$ 144,000.00	\$ 15.50	\$ 155,000.00	\$ 465,000.00	\$ 3.25	\$ 32,500.00	\$ 97,500.00	
<b>Total</b>					\$ 112,500.00	\$ 337,500.00		\$ 81,400.00	\$ 244,200.00		\$ 144,000.00	\$ 432,000.00		\$ 465,000.00	\$ 1,395,000.00		\$ 87,500.00	\$ 262,500.00	
					Bidder's Price: \$37,500.00	Bidder's Price: \$112,500.00		Bidder's Price: \$27,400.00	Bidder's Price: \$82,200.00		Bidder's Price: \$48,000.00	Bidder's Price: \$144,000.00		Bidder's Price: \$155,000.00	Bidder's Price: \$465,000.00		Bidder's Price: \$32,500.00	Bidder's Price: \$97,500.00	
<p style="text-align: center;"><b>OPTION TO EXTEND THE TERM OF THE AGREEMENT</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. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>																			
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)					<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input type="checkbox"/>			<input checked="" type="checkbox"/>		
NO OPTION OFFERED					<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>			<input checked="" type="checkbox"/>			<input type="checkbox"/>		
AMENDMENTS ACKNOWLEDGED:					YES			YES			YES			YES			YES		
BIDS SOLICITED: 177      LOCAL BIDS SOLICITED: 59      BIDS RECEIVED: 5      LOCAL BIDS RECEIVED: 0      NO BID: 2																			
NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.																			

### Viewers List 2023-0136 Microchips

No.	<u>Participant Name</u>	<u>Response Status</u>	<u>City</u>	<u>State</u>
1	KINETIC MOTORWERKS	Submitted	Houston	TX
2	Intervet Inc. Merck Animal Health	Submitted	Madison	NJ
3	Pethealth Services (USA) Inc.	Submitted	Buffalo	NY
4	Paso-Tex Industries LLC	No Bid	El Paso	TX
5	Midwest Veterinary Supply	Submitted	Lakeville	MN
6	ITech Devices Inc	Submitted	Fremont	CA
7	linde gas and equipment inc.	No Bid	El Paso	TX
8	Bound Tree Medical, LLC	No Bid	Chicago	IL
9	American Kennel Club Companion Animal Recovery Corp	Viewed	Raleigh	NC
10	Datamars	Unsubmitted	Temple	TX
11	Eleven Four Enterprises, LLC	Unsubmitted	El Paso	TX
12	Floor Coverings International El Paso (Leachinco Corporation)	Viewed	El Paso	TX
13	Key Reliable Services (Key Reliable Services LLC)	Unsubmitted	LAS VEGAS	NV
14	UebelKorp industries	Unsubmitted	El Paso	TX