

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



DEPARTMENT: Animal Services
Purchasing & Strategic Sourcing
AGENDA DATE: February 25, 2025
PUBLIC HEARING DATE: Not Applicable
CONTACT PERSON NAME: Terry K. Kepschull, Animal Services **PHONE NUMBER:** (915)212-8742
Director
Claudia A. Garcia, Purchasing & **PHONE NUMBER** (915)212-0043
Strategic Sourcing Director
DISTRICT(S) AFFECTED: All
STRATEGIC GOAL: Goal 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:

Request that the Director of Purchasing & Strategic Sourcing Be authorized to issue a Purchase Order to Pethealth Services (USA) Inc. referencing Contract 2023-0136 Microchips. This change order is to increase the award by \$65,625.00 for a total amount not to exceed \$328,125.00. This change order will cover multi-division microchip utilization for the duration of the contract, expires September 25, 2026.

BACKGROUND / DISCUSSION:

This change order will add capacity through the duration of the contract.

COMMUNITY AND STAKEHOLDER OUTREACH:

NA

SELECTION SUMMARY:

NA

CONTRACT VARIANCE:

NA

PROTEST

NA

PRIOR COUNCIL ACTION:

On September 26, 2023 City Council approved the award of contract 2023-0136 to Pethealth Services (USA) Inc. for a three (3) year term and one (1), two (2) year-option to extend the contract for at total amount of \$437,500.00.

AMOUNT AND SOURCE OF FUNDING:

Amount: \$65,625.00
Funding Source: Outside Contracts
Account: 225-2580-25100-P2501-522150

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

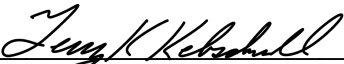
Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.

2023-0136 Microchips


| NAME | AMOUNT (\$) |
|------|-------------|
| NA | NA |
| | |
| | |
| | |

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

DEPARTMENT HEAD:



 Terry K. Keschull, Animal Services Director



 Claudia A. Garcia, Director of Purchasing & Strategic Sourcing

Project Form
(Change Order)

*****Posting Language Below*****

Please place the following item on the Consent Agenda for the City Council Meeting of February 25, 2025.

Strategic Goal 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:

Request that the Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Pethealth Services (USA) Inc. referencing Contract 2023-0136 Microchips. This change order is to increase the award by \$65,625.00 for a total amount not to exceed \$328,125.00. This change order will cover multi-division microchip utilization for the duration of the contract, expires September 25, 2026.

| | |
|---------------------------------------|-------------------------------|
| Department: | Animal Services |
| Award to: | Pethealth Services (USA) Inc. |
| City & State: | Buffalo, NY |
| Current Contract Estimated Amount: | \$262,500.00 |
| Change Order Award: | \$65,625.00 |
| Total estimated Amount not to Exceed: | \$328,125.00 |
| Account(s): | 225-2580-25100-P2501-522150 |
| Funding Source(s): | Outside Contracts |
| District(s): | All |

This was a Low Bid Award - unit price contract