

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

**AGENDA DATE:** July 16, 2024  
**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 (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 2024-0247 Leashes and Collars (Re-Bid) to the vendors indicated below, for an initial three (3) year term for an estimated amount of \$139,041.00. The award also includes a two (2) year option for an estimated amount of \$13,494.00. The total contract value is, including the initial term plus the option, for a total of five (5) years, for an estimated amount of \$152,535.00.

Line Item 1 and 2 awarded to Campbell Pet Company for an initial three (3) year term for an estimated amount of \$118,800.00.

Line Item 3 and 4 awarded to Heather Collette Ivy dba A2Z Supplies for an initial three (3) year term for an estimated amount of \$20,241.00. The award also includes a two (2) year option for an estimated amount of \$13,494.00. The total contract value is, including the initial term plus the option, for a total of five (5) years, for an estimated amount of \$33,735.00.

**BACKGROUND / DISCUSSION:**

Animal Services policy is for every animal to leave either on a leash or in a pet carrier. Animal Services provides a leash for Adopters' or owners who did not bring one. The leashes and harness will be used by staff when walking or moving animal.

**SELECTION SUMMARY:**

Solicitation was advertised on March 19, 2024 and March 26, 2024. The solicitation was posted on City website on March 19, 2024. There was a total of seven (7) viewers online; four (4) bids were received; one (1) being a local supplier.

**CONTRACT VARIANCE:**

N/A

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$ 152,535.00  
Funding Source: Animal Services Special Fund  
Account: 225-2580-25120-531120

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?  YES  NO

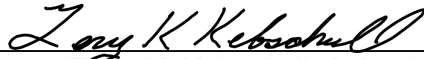
**PRIMARY DEPARTMENT:** Animal Services

**SECONDARY DEPARTMENT:** Purchasing & Strategic Sourcing

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

**DEPARTMENT HEAD:**



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Terry K. Kebschull, Animal Services Director

Project Form  
Low Bid

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

Please place the following item on the Consent Agenda for the City Council Meeting of July 16, 2024.

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:**

The award of solicitation 2024-0247 Leashes and Collars (Re-Bid) to the following suppliers: 1) Campbell Pet Company, 2) Heather Collette Ivy dba A2Z Supplies for a total estimated amount of \$152,535.00. This contract will allow the Animal Services Department to provide leashes and collars for all animals in their care.

**Contract Variance:**

N/A

Department:	Animal Services
Award to Supplier 1:	Campbell Pet Company
City & State:	Vancouver, WA
Item(s):	1 & 2
Initial Term:	3 Years
Option Terms:	N/A
Total Contract Time:	3 Years
Annual Estimated Award:	\$39,600.00
Initial Term Estimated Award:	\$118,800.00
Total Estimated Award:	\$118,800.00
Award to Supplier 2:	Heather Collette Ivy dba A2Z Supplies
City & State:	El Paso, TX
Item(s):	3 & 4
Initial Term:	3 Years
Option Terms:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$6,747.00
Initial Term Estimated Award:	\$20,241.00
Option Term Estimated Award:	\$13,494.00
Total Estimated Award:	\$33,735.00
Total Annual Estimated Award:	\$46,347.00
Total Initial Term Estimated Award:	\$139,041.00
Total Option Term Estimated Award:	\$13,494.00
Total Estimated Award:	\$152,535.00
Account(s)	225 – 2580 – 25120 – 531120
Funding Source(s):	Animal Services Special Fund
District(s):	All

This was a Low Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing Department and Animal Services Department recommend award as indicated to Campbell Pet Company and Heather Collette Ivy dba A2Z Supplies the lowest responsive and responsible bidders.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.



# CITY OF EL PASO

## BID TABULATION FORM



BID TITLE: Leashes and Collars (Re-Bid) BID NO: 2024-0247

BID DATE: April 17, 2024 DEPARTMENT: Animal Services

				Heather Collette Ivy dba A2Z Supplies El Paso, TX Bidder 1 of 4			C. Specialties, Inc. Indianapolis, IN Bidder 2 of 4			Campbell Pet Company Brush Prairie, WA Bidder 3 of 4			Fyre Marketing, LLC. Madeira Beach, FL Bidder 4 of 4		
Item No.	Description	Unit of Measure	Approximate Quantities (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)
1	6' Nylon Flat Leashes with Bolt Snap (9/16" x 6')	ea	8000	\$ 2.49	\$ 19,920.00	\$ 59,760.00	\$ 4.20	\$ 33,600.00	\$ 100,800.00	\$ 1.85	\$ 14,800.00	\$ 44,400.00	\$ 1.39	\$ 11,120.00	\$ 33,360.00
2	Adjustable Collars Nylon Flat (3/4")	ea	8000	\$ 3.49	\$ 27,920.00	\$ 83,760.00	\$ 3.15	\$ 25,200.00	\$ 75,600.00	\$ 3.10	\$ 24,800.00	\$ 74,400.00	\$ 0.59	\$ 4,720.00	\$ 14,160.00
3	Dog Leash Slip Lead Snap Hook Rope	ea	150	\$ 14.99	\$ 2,248.50	\$ 6,745.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4.89	\$ 733.50	\$ 2,200.50
4	No Pull Dog Harness Adjustable Oxford Dog Vest Harness with Leash - Large	ea	150	\$ 29.99	\$ 4,498.50	\$ 13,495.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8.99	\$ 1,348.50	\$ 4,045.50
<b>Total</b>					<b>\$ 54,587.00</b>	<b>\$ 163,761.00</b>		<b>\$ 58,800.00</b>	<b>\$ 176,400.00</b>		<b>\$ 39,600.00</b>	<b>\$ 118,800.00</b>		<b>\$ 17,922.00</b>	<b>\$ 53,766.00</b>

<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. BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>			
<p style="text-align: center;">TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p style="text-align: center;">NO OPTION OFFERED</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p style="text-align: center;">AMENDMENTS ACKNOWLEDGED:</p>	N/A		

BIDS SOLICITED: 131      LOCAL BIDS SOLICITED: 72      BIDS RECEIVED: 4      LOCAL BIDS RECEIVED: 1      NO BID: 0

NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

## 2024-0247 Leashes and Collars (Re-Bid) Views

<u>No.</u>	<u>Participant Name</u>	<u>Response Date</u>	<u>Response Status</u>	<u>City</u>	<u>State</u>
1	FYRE MARKETING LLC	04/17/2024	Submitted	Saint Petersburg	FL
2	C. SPECIALTIES INC.	04/17/2024	Submitted	Indianapolis	IN
3	A2Z Supplies	04/16/2024	Submitted	El Paso	TX
4	Paso-Tex Industries LLC	04/16/2024	No Bid	El Paso	TX
5	Campbell Pet Company	04/11/2024	Submitted	Vancouver	WA
6	Jaak Tech LLC		Viewed	Oxon Hill	MD
7	Pwxpress		Viewed	Jacksonville	FL