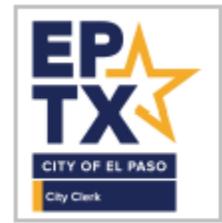


**CITY OF EL PASO, TEXAS
AGENDA SUMMARY FORM**



DEPARTMENT/COUNCIL OFFICE: Animal Services

AGENDA DATE: March 17, 2026

PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON NAME: Michael D. Wachsmann, Animal Services

PHONE NUMBER: (915) 212-5449

2nd CONTACT PERSON NAME: Claudia A. Garcia, Purchasing & Strategic Sourcing **PHONE NUMBER:** (915) 212-0043

DISTRICT(S) AFFECTED: All

AGENDA ITEM:

The award of solicitation 2026-0148 Human Rabies Vaccine to Pro-Action, Inc., dba Immunize El Paso for a term of three (3) years for an estimated amount of \$213,750.00.

Department:	Animal Services
Award to:	Pro-Action, Inc., dba Immunize El Paso
City & State:	El Paso, TX
Item(s):	All
Initial Term:	3Years
Option Term:	N/A
Total Contract Time:	3 Years
Annual Estimated Award:	\$71,250.00
Initial Term Estimated Award:	\$213,750.00
Option Term Estimated Award:	N/A
Total Estimated Award	\$213,750.00
Account(s)	225-2580-25110-531120
Funding Source(s):	Special Fund
District(s):	All

This was a Low Bid Procurement - Replacement Contract

The Purchasing & Strategic Sourcing and Animal Services Department recommend award as indicated to Pro-Action, Inc., dba Immunize El Paso the lowest responsive and responsible bidder.

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.

ISSUE STATEMENT:

City Council is asked to approve the award of a replacement contract for Human Rabies Vaccine. This contract will allow for the Animal Services Department to purchase human rabies vaccines.

BACKGROUND:

It is a requirement for all Animal Services employees that will be sharing a facility with sheltered pets to receive a vaccination against rabies. All incoming employees received the initial vaccine followed by a booster. Existing employees require a booster every three (3) years.

Solicitation was advertised on November 25, 2025 and December 2, 2025. The solicitation was posted on City website on November 25, 2025. There were a total of nine (9) viewers online; three (3) bids were received; one (1) from a local supplier.

Contract Variance: The difference based in comparison to the previous contract is as follows: An increase of \$163,751.00, which represents a 327.51% increase due to:

1. Previous contract had a one (1) year term.
2. New contract will have a three (3) year term.
3. Price increases.

No protest received for this requirement.

COUNCIL OPTIONS:

1. Award the contract as recommended;
2. Deny award if Council determines such action is in the best interest of the City;
3. Direct staff to re-solicit the procurement with revised evaluation criteria or policy direction, as permitted by law; or
4. Postpone action, pending additional information.

COMMITTEE REVIEW AND/OR RECOMMENDATION:

This item was not reviewed by a City Council committee.

COMMUNITY AND STAKEHOLDER OUTREACH:

A pre-bid meeting was held on December 10, 2025. One supplier was in attendance.

RELATED POLICIES:

1. Procurement Sourcing Policy

PRIOR COUNCIL ACTION:

Not Applicable

LEGAL REVIEW:

- Legal counsel reviewed as part of the Council packet
- Legal counsel reviewed in advance of packet as individual item

AMOUNT AND SOURCE OF FUNDING:

Amount: \$213,750.00
Funding Source: General Funds

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.

NAME	AMOUNT (\$)
Form was provided to the applicant	

ATTACHMENTS:

1. Tabulation
2. View List

FOR MORE INFORMATION:

Michael D. Wachsmann	(915) 212-5449	WachsmannMD@elpasotexas.gov
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*****REQUIRED AUTHORIZATION*****

SIGNATURES:

Michael Wachsmann

Michael D. Wachsmann – Interim Director of Animal Services

Claudia A. Garcia – Director of Purchasing & Strategic Sourcing



**CITY OF EL PASO
BID TABULATION FORM**



BID TITLE: Human Rabies Vaccines

BID NO: 2026-0148

Bid Date: January 7, 2026

DEPARTMENT: Animal Services

				Bound Tree Medical LLC Dublin, OH			NAR Medical Depot Greer, SC			Pro-Action, Inc. dba Immunize El Paso El Paso, TX		
				Bidder 1 of 3			Bidder 2 of 3			Bidder 3 of 3		
Item No.	Description	Unit of Measure	Approximate/ Estimate Quantity	Price	Yearly Total C=AXB	3-Year Total D=CX3	Price	Yearly Total C=AXB	3-Year Total D=CX3	Price	Yearly Total C=AXB	3-Year Total D=CX3
			(A)	(B)	(C)	(D)	(B)	(C)	(D)	(B)	(C)	(D)
1	Human Rabies Vaccine	Each	150	\$512.95	\$76,942.50	\$230,827.50	\$635.00	\$95,250.00	\$285,750.00	\$475.00	\$71,250.00	\$213,750.00
Total					\$76,942.50	\$230,827.50		\$95,250.00	\$285,750.00		\$71,250.00	\$213,750.00
<u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u>												
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:												
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)												
NO OPTION OFFERED				X			X			X		
AMENDMENTS ACKNOWLEDGED:				YES			YES			YES		

BIDS SOLICITED: 386 LOCAL BIDS SOLICITED: 108 BIDS RECEIVED: 3 LOCAL BIDS RECEIVED: 1 NO BID: 2

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

2026-0148 Human Rabies Vaccine**View List**

<u>No.</u>	<u>Participant Name</u>	<u>City</u>	<u>State</u>
1	Bound Tree Medical, LLC	Chicago	IL
2	North American Rescue Medical Depot	Greer	SC
3	Pro-Action, Inc. (ProAction Emergency Services Institute)	El Paso	TX
4	Zeraus Iluminacion	El Paso	TX
5	Intervet Inc. Merck Animal Health	Madison	NJ
6	Acme Soap Company (Acme Soap,INC.)	San Antonio	TX
7	EL PASO JAG INC.	EL Paso	TX
8	MEDICO MART INC	WAUKESHA	WI
9	Raven Tactical LLC	El Paso	TX