

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



DEPARTMENT: Animal Services
Purchasing & Strategic Sourcing
AGENDA DATE: 1/6/2026
PUBLIC HEARING DATE: Not applicable
CONTACT PERSON NAME: Michael D. Wachsmann, Interim Director **PHONE NUMBER:** (915) 212-5449
Claudia A. Garcia, Director **PHONE NUMBER:** (915) 212-0043
DISTRICT(S) AFFECTED: All

SUBJECT:

The request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Orders(s) to increase contract 2023-0623 Animal Narcotics to Midwest Veterinary Supply, Inc. This change order will increase referenced contract by \$88,019.99 for a total estimated amount not to exceed \$470,148.71.

BACKGROUND / DISCUSSION:

This change order will increase the capacity of the contract to cover the department expenses through its expiration on November 6, 2026.

COMMUNITY AND STAKEHOLDER OUTREACH:

Not Applicable

SELECTION SUMMARY:

Not Applicable

CONTRACT VARIANCE:

Not Applicable

PROTEST

Not Applicable

PRIOR COUNCIL ACTION:

On November 7, 2023 City Council approved the award of Contract No. 2023-0623 Animal Narcotics to Midwest Veterinary Supply, Inc., for a term of three (3) years for an estimated total amount of \$376,118.97.

AMOUNT AND SOURCE OF FUNDING:

Amount: \$88,019.99

Funding Source: General Funds

Account: 225-2580-25120-531120

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	N/A

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

DEPARTMENT HEAD:

Michael Wachsmann

Michael Wachsmann, Interim 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 January 6, 2026.

Award Summary:

The request that the Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Orders(s) to increase contract 2023-0623 Animal Narcotics to Midwest Veterinary Supply, Inc. This change order will increase referenced contract by \$88,019.99 for a total estimated amount not to exceed \$470,148.71. This change order will increase the capacity of the contract to cover the department expenses through its expiration on November 6, 2026.

Department:	Animal Services
Award to:	Midwest Veterinary Supply, Inc.
City & State:	El Paso, TX
Current Contract Estimated Award:	\$382,128.72
Change Order Amount:	\$ 88,019.99
Total Estimated Award	\$470,148.71
Account(s)	225-2580-25120-531120
Funding Source(s):	General Funds
District(s):	All

This was a Change Order – Services Contract.