



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1415-93

File ID: K-1415-93

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 21

In Control: City Council

Department: Police Department

Cost:

File Created: 01/07/2015

File Name: Contract for Spay Neuter Services for Norman
Animal Welfare Center

Final Action:

Title: CONTRACT K-1415-93: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BEST FRIENDS OF PETS SPAYWAY CLINIC TO PROVIDE OFFSITE SPAY AND NEUTER SERVICES FOR THE NORMAN ANIMAL WELFARE CENTER.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1415-93 with Best Friends of Pets Spayway Clinic; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 01/13/2015

Agenda Number: 21

Attachments: Responders to RFP.pdf, Vendor Price Comparison
Spay Neuter.pdf, K-1415-93.pdf

Project Manager: Deputy Chief Jim Maisano

Entered by: kathy.lamar@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1415-93

Body

BACKGROUND: Norman's Animal Welfare Center is currently undergoing renovation and expansion. Due to this project, the center currently does not have a surgery area available for use for spay and neutering animals. The City of Norman sent out a Request for Proposal (RFP) seeking proposals for offsite spay and neuter services for adoptable dogs and cats. The offsite services will be required at least through the completion of the renovation and expansion construction project currently underway at the Center. Currently, the expected completion of construction, final inspection and occupancy permitting is anticipated in the summer of 2015.

DISCUSSION: State law requires dogs and cats being adopted from the Animal Welfare Center to be spayed or neutered before they are adopted. On November 26, 2014, an RFP was prepared and distributed to over four hundred veterinarians in Norman and the surrounding counties seeking responses for spay/neuter services for the Norman Animal Welfare Center. The responses were due on December 23, 2014. A total of seven responses were received (see attached list).

The RFPs were reviewed by staff and the items considered in the review process included: vendor qualifications and experience, price of services for each spay/neuter procedure, location and frequency of services (see attached comparison).

After reviewing all of the RFPs, staff selected the proposal from Best Friends of Pets Spayway Clinic to best serve the interest of the City's Animal Welfare Center. The Clinic is prepared to receive animals from the Animal Welfare Center three days per week and can perform up to ten (10) spays/neuters each of those days. As part of the spay/neuter service, each animal will receive a health examination. Nails will be trimmed and microchips will also be implanted. The contract term is through the end of the current fiscal year with an option to extend the contract through the end of construction at the Animal Welfare Center.

Funds are available in Spay and Neuter Services (account number 010-6070-441.40-27).

RECOMMENDATION: It is recommended that contract K-1415-93 be approved and awarded to Best Friends of Pets Spayway Clinic for offsite spay and neuter services for the Norman Animal Welfare Center.