


**CITY OF SAN ANTONIO**  
**FINANCE DEPARTMENT**  
**Interdepartmental Correspondence**

**TO:** Sheryl Sculley, City Manager

**FROM:** Troy Elliott, CPA, Finance Director 

**COPIES:** Audit Committee; Ben Gorzell, Jr., Chief Financial Officer; Kevin Barthold, City Auditor; Norbert Dziuk, Procurement Operations Lead

**SUBJECT:** Consideration of High Profile Solicitations for Release

**DATE:** May 31, 2016

The following high profile solicitations are scheduled to be released within the next month:

**Operation and Management of Brooks Spay/Neuter Clinic (ACS)** – Animal Care Services is seeking proposals for the management and operation of the new Brooks Spay/Neuter Clinic (located in District 3) when it opens in November 2016. In particular, the City is looking for an organization that will: (1) Manage and operate the facility at no (or little) cost to the City; (2) provide 8,000 spay/neuter surgeries annually by the 3rd year of the contract; and (3) provide low cost vaccination services for the community.

Release Date: June 5, 2016  
Closing Date: July 6, 2016  
Proposed Council Date: August, 2016  
Estimated Value: N/A  
Contact Information: Xavier Urrutia, Interim Director of Animal Care Services  
Phone: 207-3338

**Operation and Management of the Paul Jolly Center (ACS)** – Animal Care Services is seeking proposals for the management and operation of the Paul Jolly Center for Pet Adoptions and Petco Pavilion (located in Brackenridge Park). The City is looking for an organization that can enter into a 3 year agreement with the City to operate and manage the facilities and maximize the number of pets rescued solely from ACS and then adopted from the Paul Jolly Center.

Release Date: June 5, 2016  
Closing Date: July 6, 2016  
Proposed Council Date: August, 2016  
Estimated Value: N/A  
Contact Information: Xavier Urrutia, Interim Director of Animal Care Services  
Phone: 207-3338

**Self-Insured Workers' Compensation Third Party Claims Administration & Claims Administration Software (Finance)** – Finance is seeking a vendor to provide claims administration and medical cost containment services for the City's Workers' Compensation Self-Insurance Programs.

Release Date: June 7, 2016  
Closing Date: July 11, 2016  
Proposed Council Date: November, 2016  
Estimated Value: \$6.1 Million  
Contact Information: Troy Elliott, Director of Finance  
Phone: 207-8604