

INDIVIDUAL PRE-SOLICITATION BRIEFING FOR COMMUNITY SPAY/NEUTER SURGERIES

May 30, 2017

Heber Lefgren Director Animal Care Services

Solicitation Overview



Solicitation Type: Request for Proposals

High Profile Designation: Over \$1 Million



Estimated Value: \$894,975 annually / \$4,474,875 total



Current Contract Status: Ending September 30, 2017



Proposed Term: 3 year initial term with 2, 1 year options to extend (total of 5 years)



Project Overview

Partner with multiple agencies to provide free spay/neuter surgeries for owned pets



Surgeries to include medical evaluation and post operative evaluation

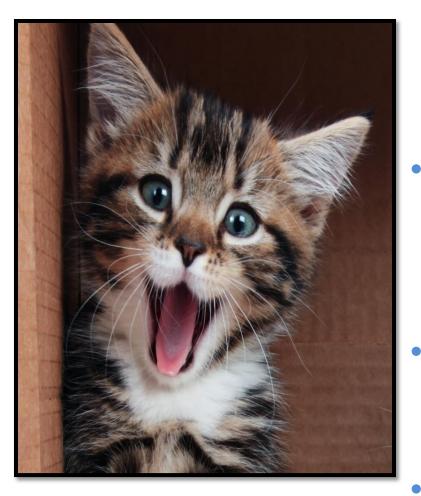
Surgeries Provided to Residents Free of Charge

- Registered Microchips and Rabies Vaccinations at Cost if necessary
- Surgeries to include medical evaluation and post operative evaluation

City reimburses provider \$75 per surgery



Project Scope – Respondent's Responsibilities



- Provide 11,933 Free Spay-Neuter Surgeries annually
- Provide Low-Cost Rabies Vaccinations and Registered Microchips
- Provide Humane and Proper Care of Animals
- Maintain a 99% Success Rate

Evaluation Criteria



Goal Setting Committee Members

- Melanie Seale, Assistant Director, Finance
- Michael Sindon, Assistant Director, Economic Development
- Michael Rodriguez, Assistant to Director, Animal Care Services
- Kathy Donellan, Assistant Director, Library
- Lester Bryant, Resident Appointee



Outreach Efforts

NIGP Codes Identified 96206 - Animal Care, Animal Health, Animal Production (Breeding) and Animal Training Services

Number of Vendors to be notified

- Central Vendor Registry: 17
- Veteran Owned Small Business: 0
- Targeted Vendor Outreach: 5

Advertising

- TVSA Channel 21
- COSA Bidding Website
- Express News
- SAePS Portal



Project Timeline

Pre-Solicitation

Solicitation

Post – Solicitation

Goal Setting Committee: April 17, 2017

Audit Committee Pre Solicitation Briefing:

May 30, 2017

Release RFP: June 1, 2017 Pre-Submittal Conference: June 8,2017

Deadline for Questions: June 13, 2017

RFP Due: June 30, 2017 Complete Evaluation: July 28, 2017

Negotiate Contract: • August 1-15, 2017

Audit Committee Post Solicitation Briefing: • August 15, 2017 City Council Consideration: September 2017

Finalization

Contract Start Date: • October 1, 2017



Project Evaluation Committee

• City Council Appointed ACS Advisory Board

Rita Braeutigam, Chair

Private Practice

• Dr. Kim Buck, Veterinarian

City of San Antonio

- María Villagómez, Assistant City Manager
- Heber Lefgren, ACS Director
- Michael Rodriguez, ACS Assistant to the Director
- Dr. Marilyn Gotbeter, Chief Veterinarian







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