



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 12/14/2021

ALL

Item Creation Date: 11/15/2021

H31126 - Spay and Neutering Services - MOTION (Houston Spay Neuter, LLC)

Agenda Item#: 6.

Background:

Professional Services for H31126 – Approve spending authority in the total amount of \$120,000.00 for Spay and Neutering Services for BARC Animal Shelter from Houston Spay Neuter, LLC for the Administration and Regulatory Affairs Department.

Specific Explanation:

The Director of the Administration and Regulatory Affairs Department and the Chief Procurement Officer recommend that the City Council approve spending authority for the purchase of professional services from Houston Spay Neuter, LLC in the total amount of \$120,000.00 for spay and neutering services for BARC Animal Shelter for the Administration and Regulatory Affairs Department and that authorization be given to issue a purchase order.

The scope of work requires the contractor to furnish all labor, materials, equipment, tools, medicines, and supervision necessary for licensed veterinarian personnel to perform spay and neuter operations, vaccinations, and microchipping on qualifying felines and canines held at BARC. The contractor shall perform 30-40 spay/neuter surgeries per week for pets that are adopted, fostered, and rescued through the BARC Animal Shelter.

This recommendation is made pursuant to subsection 252.022(a)(4) of the Texas Local Government Code, which provides that "a procurement for personal, professional, or planning services" is exempt from competitive bidding.

MWBE Participation:

Zero-percentage goal document approved by the Office of Business Opportunity.

Hire Houston First:

This proposed contract requires compliance with the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a professional service contractor for this purchase.

Fiscal Note:

Funding for this item is included in the FY2022 Adopted Budget. A fiscal note is required as stated in the Financial Policies.

11/30/2021

DocuSigned by: Jerry Adams 0DD350139A6F4C8...

DocuSigned by: Tina Paiz 606AE9FC66A94CC...

12/7/2021

Jerry Adams, Chief Procurement Officer Finance/Strategic Procurement Division

Department Approval Authority

ds JTM

Estimated Spending Authority

Table with 4 columns: Department, FY2022, Out Years, Total. Row 1: Administration and Regulatory Affairs Department, \$120,000.00, \$0.00, \$120,000.00

Amount and Source of Funding:

\$120,000.00 BARC Special Revenue Fund No.: 2427

Contact Information:

Table with 3 columns: NAME, DEPARTMENT/DIVISION, PHONE NO. Rows include Laura Guthrie, Katie Moore, and Greg Damianoff.

ATTACHMENTS:

Description

Budget Form A
OBO Waiver
Professional Services Justification
Price Proposal
Affidavit Ownership Form
Funding Backup for Fund 2427

Type

Backup Material
Backup Material
Backup Material
Backup Material
Backup Material
Financial Information