



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 11/1/2022

ALL

Item Creation Date: 9/7/2022

H32484 - Spay and Neutering of Pets (Houston PetSet) - MOTION

Agenda Item#: 15.

**Background:**

**S17-H32484 - Professional Services for H32484 – Approve spending authority in the total amount of \$230,000.00 for Spay and Neutering Services for BARC Animal Shelter from Houston PetSet for the Administration and Regulatory Affairs Department.**

**Specific Explanation:**

The Director of the Administration and Regulatory Affairs Department and the Interim Chief Procurement Officer recommend that City Council approve spending authority in an amount not to exceed **\$230,000.00** for professional services for spay and neuter for BARC Animal Shelter and that authorization be given to issue purchase orders as necessary for approximately **four (4) months** to **Houston PetSet**.

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 for city residents and those animals identified in the early adopt program at BARC. This vendor is anticipated to perform 200 spay/neuter surgeries per month.

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 include in the FY2023 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies

10/21/2022

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Jedediah Greenfield  
Interim Chief Procurement Officer

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Department Approval Authority

10/21/2022

DS  
EC

Estimated Spending Authority			
Department	FY2023	Out-Years	Award Amount
Administration and Regulatory Affairs	\$230,000.00	\$0.00	\$230,000.00

**Amount and Source of Funding:**

\$230,000.00 - BARC Special Revenue Fund No.: 2427

**Contact Information:**

NAME:	DEPARTMENT/DIVISION	PHONE
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Murdock Smith, Sr. Procurement Specialist	FIN/SPD	(832) 393-8725
Nikki Cooper, Sr. Division Manager	ARA/BARC	(832) 395-9098

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**ATTACHMENTS:**

**Description**

Form A  
Approved OBO Document  
Ownership Form  
Professional Services Justification  
Quote  
Clear Tax Report  
Funding Verification

**Type**

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