

THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.

ORDINANCE

AUTHORIZING THE EXECUTION OF FIVE FERAL CAT SPAY AND NEUTER SURGERY CONTRACTS WITH ANIMAL DEFENSE LEAGUE OF TEXAS, FOOTBRIDGE FOUNDATION, SAN ANTONIO HUMANE SOCIETY, SPAY-NEUTER ASSISTANCE PROGRAM, INC., AND SPAY NEUTER INJECT PROTECT SAN ANTONIO FOR TERMS TO BEGIN MAY 16, 2024 THROUGH SEPTEMBER 30, 2024, WITH TWO, ONE-YEAR RENEWAL OPTIONS FOR AN ANNUAL AMOUNT NOT TO EXCEED \$175,000 AND A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$525,000. FUNDING IS FROM THE FY 2024 ADOPTED GENERAL FUND BUDGET. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.

* * * * *

WHEREAS, the Animal Care Services Department (ACS) currently supports approximately 40,000 spay/neuter surgeries through on-site surgeries, two partner-operated veterinary clinics and the community spay/neuter program; and

WHEREAS, while these programs are aimed mostly at owned animals or those in ACS care, ACS intends to support the sterilization of unowned pets by executing new contracts to provide free spay/neuter surgeries for feral cats; and

WHEREAS, ACS promotes Trap-Neuter-Return (TNR) for the humane management of the city's community cats; and

WHEREAS, TNR is a program in which feral cats are humanely trapped, evaluated, vaccinated and sterilized, marked by a veterinarian with an ear tip, and returned to the trap location; and

WHEREAS, TNR relies on volunteers in the community to trap feral cats and arrange sterilization surgeries; and

WHEREAS, the City released a Request for Qualifications (RFQ) for "Feral Cat Spay/Neuter Surgeries" on December 22, 2023, to select multiple partners to conduct spay and neuter services for feral cats; and

WHEREAS, the RFQ was advertised in the Hart Beat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAePS) and an email notification was sent to a list of potential Respondents; and

WHEREAS, responses were due on February 2, 2024, and a total of eight (8) firms responded to the RFQ and were deemed eligible for review; and

WHEREAS, the evaluation committee consisted of representatives from ACS, the City Manager's Office and the Animal Care Services Advisory Board; and

WHEREAS, the Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures; and

WHEREAS, the evaluation of each proposal was based on a total of 100 points: 55 points were allotted for experience, background and qualifications and 45 points were allotted for proposed plan; and

WHEREAS, additional categories of consideration included references and financial qualifications; and

WHEREAS, the evaluation committee met on February 29, 2024, to evaluate the proposals received.

WHEREAS, individual scores were submitted, and aggregate scores were presented. After discussion, the committee recommended interviews with five Respondents; and

WHEREAS, on March 19, 2024, interviews and final evaluation were conducted and the Respondents were again scored by the Evaluation Criteria based on the aforementioned criteria; and

WHEREAS, the committee recommended to award to all five (5) Respondents, Animal Defense League, Footbridge Foundation, San Antonio Humane Society, Spay-Neuter Assistance Program, Inc., and Spay Neuter Inject Protect San Antonio agreements to conduct spay/neuter services; and

WHEREAS, the Small Business Development Advocacy (SBEDA) Program was waived; there were no Small, Minority and Women-owned Business Enterprises (SMBEs) available in San Antonio Metropolitan Statistical Area (SAMSA) to provide this scope of work; and

WHEREAS, the Local Preference Program and the Veteran-Owned Small Business Preference Program were not applicable to this contract, as these programs do not apply to professional service contracts as defined by State law; and

WHEREAS, the surgeries and compensation will be allocated between five separate contracts: Animal Defense League of Texas (ADL) in an annual amount of \$58,300.00 to perform 500 surgeries; Footbridge Foundation in an annual amount of \$11,700.00 to perform 100 surgeries; San Antonio Humane Society in an annual amount of \$23,350.00 to perform 200 surgeries; Spay Neuter Assistance Program, Inc. in an annual amount not to exceed \$23,350.00 to perform 200 surgeries; Spay Neuter Inject Protect San Antonio (SNIPSA) in an annual amount of \$58,300.00 to perform 500 surgeries; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or designee or the Director of the Animal Care Services or designee is authorized to execute five feral cat spay and neuter surgery contracts with Animal Defense League of Texas, Footbridge Foundation, San Antonio Humane Society, Spay-Neuter Assistance Program, Inc., and Spay Neuter Inject Protect San Antonio for terms to begin May 16, 2024, through September 30, 2024, with two, one-year renewal options for an annual amount not to exceed \$175,000 and a total contract amount not to exceed \$525,000. Funding is from the FY 2024 Adopted General Fund Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget. Copies of the agreements in substantially final form are attached hereto and incorporated herein for all purposes as **Attachment I - V**.

SECTION 2. Funds will be encumbered upon issuance of purchase orders, and payment is authorized to the various vendors assigned within this ordinance for an estimated annual cost of \$175,000.00. All expenditures will be in accordance with the Fiscal Year 2024 budget and subsequent budgets for the duration of this contract approved by City Council.

SECTION 3. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 4. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 6th day of June, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney